



**CITY OF DOVER**

## CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, September 14, 2011**  
Meeting Time: **7:00pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS – None**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS – None**
8. **CITIZEN’S FORUM**

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

9. **CITY MANAGER’S REPORT**
10. **APPROVAL OF MINUTES**
  - A. **August 24, 2011 – Regular Session**
11. **MAYOR’S REPORT**
12. **UNFINISHED BUSINESS**
  - A. **ORDINANCES IN THE 2<sup>nd</sup> READING – None**
  - B. **ORDINANCES IN THE 3<sup>rd</sup> READING – None**
  - C. **RESOLUTIONS – None**
13. **NEW BUSINESS**
  - A. **CONSENT CALENDAR**
    1. **RAFFLE – Amy’s Treat**
    2. **RAFFLE – First Parish Church Congregational, UCC**
    3. **RAFFLE – Grace Community Church**
    4. **TAG – Dover Little Green Cheerleading**
    5. **TAG – Prime Time All Star Boosters**



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**6. RESOLUTION: AWARD OF ADDITIONAL SCOPE OF SERVICES B08043  
CENTRAL AVE AND WENTWORTH-DOUGLASS HOSPITAL ACCESS  
MANAGEMENT PLAN  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**

### COMMITTEE REPORTS

1. School Board
2. Planning Board
3. Appointments Committee
4. 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

### B. RESOLUTIONS

- 1. DOVER ICE ARENA AGREEMENT – LEACH BROTHERS**  
SPONSORED BY DEPUTY MAYOR WESTON AND COUNCILOR CRUIKSHANK
- 2. CLOSE OUT THE SCHOOL DISTRICT MEDIA ACCESS CENTER JOINT BUILDING COMMITTEE**  
SPONSORED BY MAYOR TREFETHEN
- 3. FRANKLIN PLAZA**  
SPONSORED BY DEPUTY MAYOR WESTON
- 4. CITY MANAGER EVALUATION**  
SPONSORED BY MAYOR TREFETHEN

### C. ORDINANCES IN 1ST READING - None

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



# CITY MANAGER'S REPORT



**SEPTEMBER 14, 2011**

*"Life is like a coin. You can spend it any way you wish, but you only spend it once."*

~ Lillian Dickson

SUBMITTED BY:

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

**CITY OF  
DOVER, NH**

AVAILABLE ONLINE:

**WWW.DOVER.NH.GOV**

## STREETS, WATER, SEWER UPDATES

**Utilities:** Tropical Storm Irene caused major power outages on the city's wells and a pump station at the end of the month. The storm knocked out power to the Ireland Well, Griffin Well, Hughes Well, Campbell Well, Calderwood Well, French Cross Well, Smith Well and Cummings Well. In preparation for the storm, crews filled the reservoir to 30 feet. The Water Division needs to operate five wells in order to keep up with the city's demand, so it did not take long for the reservoir to drain. The city has a standby generator at the French Cross Plant so that was operational during the power outage. The Lowell plant did not lose power; however, the Smith Well and Cummings Well did lose power for a short time. The 0.5 MG clear well tank was pumped from the Lowell Well to the reservoir and staff dispatched the portable generator to the Calderwood Well to begin operating it. Power was later restored to the wells on Monday night but it took an additional 24 hours to restore the reservoir back to the 30 foot level.

The storm also knocked out 17 of the 21 sewer lift stations. The majority of the stations have standby power except for the Strafford, Cranbrook and Spruce Pump Stations. A sewer crew was called in to handle the flow using the city's sewer jet. Power was not restored to the last station until Tuesday afternoon.

Utilities staff was called out for a water break in front of 72 Broadway. The 8" cast iron water main had a lateral crack and a section of it had to be replaced. The water main installation on Salem Avenue was completed and services are now being installed to the homes. A leak was detected on the collar of 8" asbestos cement line in front of 149 Durham Road. Crews installed a new gate in the repair area due to the length between gates. The 8" gate at Durham Road and Alumni Drive broke while attempting to open it after the repair. This gate is scheduled for replacement during the week of Sept 7<sup>th</sup>. Leak detection has been ongoing with no new leaks discovered. All visible leaks, both on the City side and private side, have been repaired.

Test pits were conducted at the Lowell Ave plant to locate the water mains for the new storm water project, which will restore Berry Brook.

A preconstruction meeting was held with the contractors for the new water tank and for the new water main on Long Hill Road and Sixth Street. Review of the booster station specifications were finished and bids will be solicited during the month of September.

New average flow pumps have arrived for the River St Pump Station. T-Buck Construction will begin installation during the months of September and October. These pumps will give a larger operation range during wet weather, provide a more even flow to the plant, and may reduce the demand consumption due to the large 600 hp motors not having to operate. The new rag and grit system are operating as expected and substantial completion has been ordered.

Inflow & Infiltration work is completed except for the change order for the Mill St line. This work was postponed due to the storm and is scheduled for the 9<sup>th</sup> of September.

The Tolend Road Landfill force main work is nearing completion. There is approximately 300 feet left to install on Glen Hill Road. The pipe bridge has been installed as well as the precast wet well in the landfill.

Paving and cleanup is continuing on County Farm Road and Cornerstone Crossing.

**Streets:** Highway crews were busy using the patch truck shimming several areas and fixing numerous potholes. Tri-State Paving has been cutting/patching and shimming on various streets throughout the city.

Alumni Drive, Union Street, and Third Street have all been reclaimed and paved. The reclaim and paving of Pineview Drive and Pearson Drive is currently underway. Crews worked in the city pit mixing gravels needed for future road projects.

On Tanglewood Drive, a new drainage system was designed and installed to alleviate a water problem in the area. Seven catch basins, one manhole, and over 500 feet of drainage pipe were installed. The city has been working with a subcontractor to clean out catch basins throughout the city. One half of the catch basins will be cleaned this year, and the other half will be cleaned next year. The project is ongoing. On Washington Street, Portland Ave, and Rodgers Street, several catch basins have been repaired. Frames and grates that had been failing have been replaced.

Brush cutting has been completed on Gerrish Road, Finch Lane, Back Road, County Farm Road, and Tolend Road at Whittier Street. In addition to brush cutting, road side mowing is ongoing. Also, in the week following Tropical Storm Irene, crews worked continuously clearing city right-of-ways of debris from fallen trees and branches.

## **PROGRAMS AT CITY CENTERS/BUREAUS**

**Investigations/Legal Bureau:** During the month of August, 2011, there were 4 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.

Four residential Burglaries were reported and investigated by the Special Investigations Unit. Each of these Burglaries occurred during the daytime and involved residences that were unoccupied. All of these cases are active investigations.

Detectives from the Special Investigations Unit investigated a serious assault that occurred on August 12, 2011. During this assault, the victim was knocked to the ground and then kicked by several female suspects causing serious injuries to his face and required reconstructive surgery. Detectives have identified all of the suspects involved and the case will be reviewed for charges.

On August 17, 2011, detectives investigated an armed robbery at a residence on Court Street. Investigators conducted various interviews and determined that the incident was drug related. The investigation remains active.

**Parking Bureau:** Parking Manager Bill Simons met with the Director of the Dover Chamber of Commerce, and some downtown business owners, to discuss possible parking holidays during the weeks before Christmas. After discussing the benefits and concerns with parking holidays, the group decided that a better plan would be for a downtown promotion similar to the one

currently being coordinated by Dover Main Street. The plan involves promoting a “shop local” theme along with highlighting the reduced traffic problems and available parking compared to shopping at the malls.

Downtown parking activity was very busy during August with an average of 7,500 users per week. Visits to the Children’s Museum on some of the cooler or rainy days and the special events hosted in Henry Law Park significantly increased downtown visits.

In late August, the collections agency contracted with by the City sent out the first round of notices to 1,300 out-of-state vehicle owners for unpaid parking tickets. The Parking Manger will receive a weekly update on the progress.

The Parking Bureau has been reviewing accessible parking spaces in city lots and will be coordinating signage and pavement marking updates with the Community Services Department to get all lots in compliance with state disability guidelines.

**Traffic Bureau:** Sgt. Speidel, the Traffic Bureau Administrator, helped coordinate all traffic control particulars for the Rachel Legacy 5K race on Saturday, August 6. This included the advance posting of parking restrictions, deployment of 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.

In the month of August, Sgt. Speidel worked closely with the office of the City Engineer to coordinate work zone traffic control plan particulars for a contractor improving ADA compliance at various crosswalk tip-downs throughout the downtown area.

On Monday, August 15, Dover officers participated in another of the statewide coordinated efforts entitled “Operation Safe Commute”. Extra patrols were conducted between 6:00 am and 9:00 am, during the morning commute, and between 4:00 pm and 7:00 pm during the evening commute. Targeted areas included some of Dover’s heavier volume secondary roadways including Sixth Street, Durham Road, Back River Road, and Central Avenue. Targeted violations included following too closely, failure to signal lane changes, speeding or distracted driving, and any other moving violation that might cause a collision.

On August 19<sup>th</sup> and 20<sup>th</sup>, the Dover Police Department participated in the coordinated “Statewide DWI Hunter” effort to target impaired driving. In association with state and local law enforcement agencies throughout New Hampshire, extra patrols were deployed between 8:00 pm and 2:00 am with grant funding obtained through the NH Highway Safety Agency.

Sgt. Speidel performed 6 child passenger seat inspections during the month of August. All checks were by appointment. Each safety check, which takes 30-60 minutes, 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. Sgt. Speidel is a nationally certified Child Passenger Safety technician, and the police department provides this service free of charge.

The Traffic Bureau provided equipment to facilitate event parking, road closures, or other traffic control particulars for the following events during the month of August:

- Florence Street block party
- Air Show at Pease International Tradeport (assist to Newington PD)
- Moose Lodge motorcycle poker run

Great Bay Music Festival  
Daly family wedding, Littleworth Road  
Zerbinopoulos family party, New Rochester Road

On the invitation of the Rochester Police Department, Sgt. Speidel attended a familiarization course on a combined FAAC Inc. law enforcement driving simulator and IES use of force simulator. The system was obtained by the City of Rochester and provides enhanced, interactive training for law enforcement officers involving driving, emergency response, and use of force situations. The familiarization course is designed for primary staff who will conduct this training. At a later date, Sergeant Speidel will conduct training for members of the Dover Police Department on the equipment.

During the month of August, the Traffic Bureau performed traffic counts on upper Tolend and Middle Roads. Deployment of traffic counter equipment helps the Police Department to assess potential problems and evaluate the best use of enforcement resources, if required, on local or collector roadways by measurement of traffic volume and speed for each direction of travel. Data from these counts will also be shared with the Engineering and Planning Departments.

The Traffic Bureau continues to coordinate an array of federally funded traffic enforcement grants. In addition to DWI Enforcement Patrols and Operation Safe Commute Patrols, the Police Department is performing enhanced patrols in other areas, including speed, traffic control device, and pedestrian related enforcement. In the month of August, Traffic Control Device Patrols focused on several key signalized intersections. Speed Enforcement Patrols in the month of August focused on Glenwood Avenue, Sixth Street, Tolend Road, Back River Road, Piscataqua Road, Middle Road, and Cushing Street. Pedestrian Enforcement Patrols were scheduled at times commensurate with the Coheco Arts Festival's Tuesday Children's Series, the Thursday Shark in the Park Series, and the Friday Night Concert Series – all in the area of the Children's Museum and Henry Law Park.

**Patrol:** On August 16, 2011 Patrol Officers responded to a serious motor vehicle collision on Dover Point Road. Additionally, officers assigned to the Strafford County Regional Accident Reconstruction Team responded to investigate the collision. Although the collision remains under investigation, preliminary investigation revealed that the driver of a northbound Hyundai caused the accident by crossing the center line and colliding with a Ford Ranger pick-up truck that had been traveling southbound.

On August 28, 2011, Patrol Officers responded to numerous calls related to storm damage during Tropical Storm Irene. Most of the calls for service were related to trees and wires being down requiring roads to be closed. Additionally, power outages increased calls.

The Field Operations Division Commander, Captain Breault and Chief Colarusso represented the Police Department at the Emergency Operations Center which opened at approximately 12:00 pm and closed at approximately 5:00 pm. Additional personnel were also called in to assist in dispatch as well as on patrol.

During the month of August, officers assigned to the Field Operations Division made 62 arrests.

- DWI – 8
- Drug Possession – 5
- Assault – 9
- Theft related – 4
- Non DPD warrants – 11
- Traffic related offenses – 11
- Other offenses – 14

**Diversion Program:** The Diversion Committee did not meet in August due to some schedule conflicts among the committee members. They decided to have two meetings in September 2011.

There are four active members in the Dover Diversion program. The next meeting is scheduled for Thursday, September 8, 2011.

There is one new case awaiting the September 8, 2011 meeting. Any additional new cases will be next reviewed at that meeting date or a date determined by the committee.

**Dover Housing Authority:** During the month of August, Officer Joslin was able to donate bikes to two children living within the Dover Housing Authority. The bikes were donated by an out of town resident who wanted to give to a child who was less fortunate. The bikes were in nearly new condition and were graciously accepted by the two children.

On Wednesday, the 24th of August, Officer Joslin had an informal talk with the residents at Waldron Towers. During the meeting several tenants spoke of the over growth near the river and occasional noise from the walking trail but most felt the area was safe and had no concerns.

On Thursday, August 4th the DHA hosted its annual Bike Parade Field Day. The children in the area decorated their bikes in a variety of themes and pedaled from Diccio's Market, down Pleasant View Circle and Hampshire Circle, to the DHA Maintenance Garage. While there, Chief Colarusso along with DHA directors Jack Buckley and May Glovinski judged the decorated bikes that had been separated into age groups. The event continued with grilled hot dogs and field games held on the adjacent baseball field. The evening concluded with an outdoor movie shown on the rear wall of the Seymour Osman Community Center.

During the event, Officer Joslin identified several children within the Dover Housing Authority who were in need of helmets. Free helmets, made possible through a grant, were given to those children so they can ride their bikes in a safe manner.

During the month of August, the SOCC concluded its 2011 summer programming session. Each of the summer programs was very well received by the residents of the Dover Housing Authority and continued to offer low cost childcare and programming for the children in the neighborhood.

On Saturday, August 20th, the SOCC hosted a community breakfast. The breakfast was free to members of the community and was attended by numerous members of the neighborhood.

**Community Service Program:** The Community Service program tracked 19 active participants in the month of August. Of the 19 juveniles in the program, 8 participated during the month of August. A total of 32.5 hours of community service work was completed with nobody completing their obligation during the month of August. In 2011, 251.5 hours of community service has been completed and 5 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:** On Wednesday the 17th, the Explorer Post held its one meeting for the month. This meeting was led by Officer Lilyestrom and Detective Pike. The officers conducted oral board interviews of each explorer. The interviews served a dual purpose. The first was allowing the explorers to practice being interviewed for future job applications and the second was to assess the explorers who have expressed an interest in holding one of the three post ranks (Sergeant, Lieutenant or Captain). All of the explorers performed admirably and will be given constructive criticism so that they can improve their skills with being interviewed.

The Post participated in two outside activities in the month of August. On Wednesday, August 3rd, the explorers traveled to New Hampshire Motor Speedway in lieu of the regular monthly meeting to assist with the 2011 DARE classic. The DARE classic is an annual 5k road race put on by the New Hampshire State Police. The explorers assisted with checking in the runners and controlling the crowd that was present at NHMS on that evening. On Thursday, August 4th, the explorers attended the annual Dover Housing Authority Bike Parade Field Day. The explorers fingerprinted numerous children at this well attended event.

The explorer post currently has seven explorers and there is one background check in progress. There are three new explorers who have been invited to recent meetings and have attended at least one so far.

**Dover Coalition for Youth:** The Dover Coalition for Youth is implementing a yearlong social norming campaign called "Majority Rules". Social norming is a marketing approach that uses facts to counter misperceptions about risky behavior. In most schools, Dover included, there are exaggerated beliefs about drug use by peers and students who believe there is more drug use than there really is. This can increase drug use by making it seem "normal." The Majority Rules campaign has been developed and will be heavily marketed at Dover High School throughout the coming school year. The campaign will include everything from posters to text message alerts to radio ads to video contests.

Coalition staff continues to work with local bar owners regarding a recent state law change which expands permissible exterior happy hour advertising. The law also allows for a local opt-out provision giving individual communities the ability to restrict external happy hour advertising. The Coalition will be hosting a meeting in September bringing key partners together to further discuss the local opt-out option.

Vicki Hebert, the Coalition Coordinator met with the One Voice Regional Prevention Network's Data Information Group on August 12th. The group is tasked with looking at a variety of data sources ranging from student data to police reports to hospital data. The group is looking at both local and regional data and will be identifying priority areas to focus on when addressing youth substance abuse in the future.

**Youth to Youth:** In early August, eleven Youth to Youth students also attended a major 4-day training conference held at Bryant University in Smithfield, RI. The students attending the Eastern States Conference received high level training on drug trends, substance abuse problems, and action planning to reduce the harm in their own communities. Students also got to meet other students from similar programs from all over the eastern US.

Also in August, nine student members of Youth to Youth traveled to the 13th National Leadership Conference on Underage Drinking in Orlando, Florida. They had been asked to give a 2-hour presentation at the opening of the conference's Youth Track, provide 2 other workshops, and assist conference organizers in general. One member participated on a panel of 4 national experts on the impact of new social media on underage drinking before an audience in excess of 1,000.

While at the conference, Dover Youth to Youth was selected to receive the Underage Drinking Enforcement Training Center's Enforcing Underage Drinking Laws Youth Leadership Award for its leadership in the fight against underage drinking. This is the first year that this major national award has been given out.

Dover Youth to Youth was selected based on their innovative efforts and their impact on the community and the state. Dover was selected after considering their extensive media efforts, innovative training provided to youth and parents, community awareness efforts, legislative activity, and other regional efforts. More than 2,000 law enforcement, public health, students, and youth program leaders were present at the conference and witnessed the announcement and presentation of the award.

**Teen Center:** The Teen Center saw a total of 341 participants, on 22 days of programming, which yielded an average of just under 16 participants per day (the actual average was 15.5).

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

- TC Special Event – “Pizza & Movie” (8/4)
- TC Trip – “Wallis Sands Beach” (8/6)
- TC Trip - “FUNSPOT ARCADE” (8/12)
- TC Music Event – DoverPalooza - “Summer Fun Show 1” (8/12)
- TC Trip – “Pawtuckaway State Park” (8/19)
- TC Special Event – Model Rocket Launch Day (8/20)
- TC Music Event – DoverPalooza – “Summer Fun Show 2” (8/26)
- TC Special Trip – Summer Program Finale - “York Beach & Fun-O-Rama” (8/27)

**Safe Routes to School:** Captain Terlemezian continues to work with members of the Woodman Park School, the Community Services Department, and the citizens involved with Dover's Safe Routes to School Grant. The grant, which incorporates education, enforcement, and construction, with the goal of making it easier and safer for children to walk to the Woodman Park School, is nearing its construction phase.

In August, the plans for sidewalk construction, which have passed environmental and historical reviews, were sent to the state coordinator for final approval and notice to proceed.

**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:

46 Pedestrian crosswalk warnings  
13 Motor vehicle assistance calls  
13 Motor vehicle warnings  
7 Bicycle on sidewalk warnings  
7 Community trail checks  
7 Subpoenas served  
6 Skateboard warnings  
2 Suspicious activity calls  
1 911 hang up

- 2 Accident calls
- 1 Assistance call
- 1 Business alarm
- 1 Criminal mischief
- 1 Welfare check
- 1 Assistance with presidential candidate visit

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 Cocheco Arts Festival on August 5th, August 12th, August 19nd, and August 26th.

**Animal Control:** For the month of August there were a total of 85 animal calls. Of those, 28 were handled by the Animal Control Officer, 19 were handled by dispatch and 38 were handled by Patrol Officers. The following is a breakdown of the 28 calls handled by the Animal Control Officer:

- 4 missing animals, 3 found animals, 2 wildlife calls, 7 welfare calls,
- 3 nuisance calls, 3 dog bites,
- 4 loose dogs, 2 cruelty investigations

**K-9:** The Dover Police K9 Unit was not used during the month of August for any callouts. Officer Keefe and K9s Grinko and Norman attended 16 hours of training during the month.

**Strafford County Regional Accident Reconstruction Team:** Members of the Strafford County Regional Accident Reconstruction Team assisted in the investigation of a serious head-on collision on Dover Point Road on August 16. The Dover Police Department then hosted the monthly meeting of the SCRAR Team on August 17. Agenda topics included organizational protocols and staffing, ongoing familiarization of equipment, technical discussion and peer review of recent serious or fatal crash investigations in Dover and Barrington.

There were no other callouts during the month of August.

**Communications:** During the month of August, the Center handled 11,812 phone calls, 455 emergency calls through the 911 line, and 11,509 radio transmissions. They also took care of 246 lobby visits.

**Recreation Programs:** The Recreation Department completed summer programs this month with hundreds of participants taking part in the offerings. Camp Kool at the Ice Arena was full to capacity with 50 campers per week all summer. The Summer Playgrounds Program was also popular and lessons and enrichment programs were also full to capacity.

The gym hosted a Town Hall forum with Presidential candidate Mitt Romney on August 25th.

The gym was cleaned and the floor refinished to get ready for the upcoming season.

**Senior Center Programs:** The Dover Community Senior Center (DCSC) continues their recurring daily activities of Bingo, Bridge, Cribbage, Crafts, Scrabble, Pay Me, and Whist. The Senior Book club meets on the last Tuesday of the month and the craft group meets in the activity room of the center every Monday.

Self-Guided Day Trippers toured the Exeter Independence Museum in August.

On August 15th approximately 50 seniors crowded the Senior Center living room for Congressman Guinta's local "office hours."

DCSC members traveled to Mohegan Sun and The Berkshires' Log Cabin in August.

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

Mystery Lunches: 35

Senior Advisory Board Meeting: 12

**Indoor / Outdoor Pool:** The Jenny Thompson Outdoor Pool started the month of August with the Long and Short Of It swim meet hosted by the Seacoast Swimming.

The last session of swim lessons finished at the outdoor pool the end of the month. We also had various camp programs use the outdoor pool such as the City of Dover summer camps, Birch Hill Camp, Rollinsford Rec, Somersworth Rec, Kittery Rec, York Rec, Barrington Rec, St. Mary's Academy, Tri-Star Gymnastics camp and The Good Shepherd School just to name a few. The summer staff is now mostly departing for school though some will be staying on for the school year as well.

Various groups continued to use the pools for swim practice such as Seacoast Swimming, Oyster River Otters, Great Bay Masters, Cannonball Swim and the Exeter Swim Team.

The Jenny Thompson Pool will close for the season on Labor Day when the Dover Indoor Pool re-opens.

The indoor pool finished their swim lessons at the beginning of the month and closed on August 22nd to undergo their annual maintenance and will reopen on Tuesday September 6<sup>th</sup>.

Master Swim-JT Pool 30 swimmers daily

Adult Lap Swim-JT Pool: 25 swimmers daily

Adult Lap Swim-ID Pool: 90 swimmers daily

Rec Swim-JT Pool: 300 swimmers daily

**Ice Arena:** August has been a busy month at the Dover Arena with the continuation of hockey camps and added stick practices for youth, high school and adult hockey players. Recreational skating has been consistent and additional stick practices were added for all age groups.

The summer day camp for kids, Camp Kool, was full every week with about 50 children enjoying summer activities and field trips.

Stick Practice: 575

**Public Library:** 612 children and teens participated in the summer reading programs at the Dover Public Library, reading nearly 5,600 hours. Attendance at 4 special programs (storytime, movies and readers' party) was 274. Children made 393 crafts at the "Make-It, Take-It" table (1228 total for the summer!)

## DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The Dover Public Library aided the school libraries on 2 occasions with Dovertnet automation system tasks.

The Director of Planning began the transition process to make the technical review process more electronic based. Beginning in October, the Technical Review Committee meetings should be completed via PDF and electronic means instead of via paper copies of plans.

Planning and Community Development Director assisted the Community Services and Recreation Departments in identifying a grant opportunity through Timberland Company's Servapalooza Civic Service Day, which will occur on September 8, 2011. The group will work on a recently completed landscape plan on the McConnell Center lawn. This plan includes sustainable plantings as well as low maintenance plantings that will enhance the building and civic core. Additionally, the group will do some clearing on the Community Trail and will install a canoe launch near the Washington Street rail bridge crossing.

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

- Newington Dover bridge
- Gladiola Way
- Cedar Cove
- Picnic Rock Drive

Inspection Services personnel met with the City Manager and key city employees to review work flow plans and Viewworks and Treeno programs.

Dover Fire assisted Dover Police with the Dover Housing Authority annual bike parade.

## PLANNING & ZONING

The Director of Planning continued to work with various departments to review project submittals for the upcoming Capital Improvements Program. In addition, the Director of Planning met with the Media Services Coordinator to review the FY 2012 CIP presentation and coordinate the FY2013 presentation materials. The Capital Planning Committee (Planning Director and Finance Director) met to review the booklet preparation and proceed with CIP recommendations for the City Manager to review for inclusion.

Planning staff continues to work with the steering committee for the Open Space and Conservation Master Plan chapter. Once that chapter has been completed, work will begin on organizing Speak Out Dover sessions and associated programs for laying the baseline for the Land Use and Transportation chapters.

Planning staff continued to work with a staff member from Strafford Regional Planning to review Master Plan chapters from a sustainability view point. Strafford Regional Planning submitted their final review and staff is working to develop a timeline for review and integration of their suggestions into the master plan.

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

- Technical Review for 385 Sixth Street
- Technical Review for Lilac Lane
- Technical Review for 6 Brick Road
- Technical Review for 38 Dover Point Road
- 10 Basils Place
- Sumner Drive property for reuse.
- K9 Kaos
- Second Pre –TRC with Elderly Assisted Care Facility on Summer St
- Robbins Auto properties throughout the City
- Redevelopment potential at 6 Grove Street
- School Street property
- Intersection of Chestnut, Lincoln and Sixth Streets
- Intersection of Central, Court and Silver street redevelopment
- Intersection of Washington and Main Street redevelopment

## **CITY GROUNDS – FACILITIES & PARKS**

The Park Street Park project was completed with the finish work being done this month with the installation of benches and picnic tables. A dedication ceremony was held August 20th to officially open the park and to thank the many people, organizations and businesses that contributed to the success of the project.

The bids for the renovations of the Bathhouse at the Jenny Thompson Pool were reviewed this month and the bid was awarded to Pine Brook Corporation. The plan is to have this work completed in the fall.

During the month of August, the Facilities & Grounds crews continued to handle daily requests for service at the City Hall and Police Department offices. Custodial duties were performed at the PW Facility, Train Station and City Hall, as well as filling in at the Library and McConnell Center as needed. Employees conducted normal day-to-day maintenance, clean-up and ground maintenance of municipal buildings.

The bottom part of the elevator enclosure was replaced at City Hall. The gym floor in the McConnell Center was refinished, as it is every year. Circulation pumps were also repaired at the Indoor Pool after severe thunder storms struck through the area.

Crews have continued to maintain the facilities installed and keep growth down along the fence at Park Street Park, putting effort on watering to try to get the grass to grow. The public turf areas and ball fields were mowed and crews continued to groom and mark the athletic fields.

Flags continued to be installed on telephone poles on the upper portion Central Avenue by volunteers from Dover Main Street and the Chamber of Commerce. Downtown décor streetlight bulbs were changed as needed. Sign work also continued in the posting of signs for new developments as well as the replacement of existing signs as needed. Graffiti has been a big problem and multiple signs have been “tagged” throughout the City. Painting was also finished on the Garrison Hill Tower in an effort to combat the graffiti; however, new graffiti has already appeared. The consideration of closing the fence after park hours to keep nighttime

visitors out is still being looked at. Graffiti continues to be a problem at the parks as well as several areas throughout the City.

The HVAC equipment service and maintenance agreement was put out to bid and the pre-bid meeting was held on August 31. The contractors had several positive comments on the way it was organized and presented.

## GENERAL UPDATES

The Director of Planning and Community Development hosted 30 Urban Design students from Michigan for a 3 hour tour of downtown Dover. This tour focused on the Form Based Code zoning, and the development and review process associated with the code. The graduate students drove from Michigan to view Dover and 4 other communities in New England (one per state, minus Maine) to learn about the challenges and successes faced by New England Planners.

The Director of Planning and Community Development continues to act as an advisor to the Dover Listen's committee and attends their monthly meetings.

The Director of Planning and Community Development worked with the Planning Board chair to add additional opportunities for the Planning Board to be educated. The first opportunity is September 13, when a speaker will be brought in to discuss fluvial erosion along river and stream banks. The Conservation Commission and Open Lands Committee have been invited to attend the workshop as well.

Dover Fire personnel met with Newington Fire and the contractor for the bridge construction to review response plans and emergencies during the construction period. A recent motor vehicle accident in that area greatly reduced the ability to respond south of the bridge. Potential accidents of construction workers were also reviewed and a plan was put in place.

A meeting was also held with FEMA officials to review capabilities of the City of Dover's emergency shelters.

The eleven person response plan put in place due to budget reductions has taxed Dover Fire's ability to respond to sequential emergency calls. This plan has required us to respond to fire alarm activations with one single person in an engine due to other personnel being diverted to multiple ambulance calls. In the event of an actual fire, this single person would be at extreme risk while waiting for additional response from other locations and/or mutual aid companies.

Dover Fire personnel continue to have to respond back to a station to switch vehicles which increases turnout time and increases response times. The department has encountered some confused citizens by our returning to stations with lights and sirens while we affect these vehicle switches.

Dover Fire and Inspection Services conducted the annual school life safety inspections at each of the City's elementary schools.

Off duty members of Dover Fire cooked for outgoing Mayor Scott Myers farewell party.

New Engine 8 arrived from its manufacturer and dealer mid-August with a check engine diagnostic warning that activated during the delivery drive to Dover, NH. It was taken to the motor manufacturer's service center in Scarborough, Maine for evaluation at that point. Milton-

Caterpillar has been working on Engine 8 since proceeding through many hours of diagnostic tests and parts replacements, finally culminating in the replacement of the electronic computer module. This has cured the repeated diagnostic warnings. It will arrive back in Dover after Labor Day when training will commence and equipment will be placed on it, with an in service date goal of October 1<sup>st</sup>.

Engine 8 will replace Engine 5, which will move to reserve status, eventually replacing Engine 3 which is 20 years old. Engine 3 will be kept for a time as Engine 4 will be out of service for restorative body work at Coastal Truck in Portsmouth. Reserve engines are used by called-back personnel during major or simultaneous incidents and or when a vehicle is out of service for maintenance or long term repair. This practice is a cost-effective method of maintaining surge capacity when combined with the use of off-duty personnel who are called backed during those emergent instances only when needed.

Dover Fire prepared for and responded to calls concerning Hurricane (Tropical Storm) Irene. The Emergency Operations Center was activated and attended by the City Manager, the Police Chief and Community Services personnel for coordination of all calls dispatched by Police Communications. Many calls were received reporting trees and wires down on roads and a number of buildings. Fortunately, there were no major injuries related to the storm. Power was restored within three days to most of the approximate 8500 residents that lost power.

Four department members participated in an aerial operator class during the month of August. This class was taught by instructors from the NH Fire Academy in Durham in a regional delivery, and provided many hours of training in how to operate aerial ladder vehicles like Dover's Truck 1 and Engine 4. These vehicles are complex with numerous safety issues if not operated properly. This class is sought after by communities and it is fortunate that one came to the Seacoast region.

## 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 124 Facebook (City of Dover NH Planning) friends and 258 followers on Twitter @DoverNHPlanning.

During the month of August, five (5) Planning blog posts were drafted, including one on looking at the Open Land Committee's activities, vacationing as a planner, the value of lists, a look at infrastructure planning and Tropical Storm Irene, and one recounting the July monthly report

The Department of Planning promoted the Dover Community Trail through the facebook fan page for the trail (with 279 fans), as well as a Sustainable Dover facebook fan page for the trail (with 109 fans). The Sustainability Coordinator promoted numerous events this month through facebook, as well as traditional media.

Finally, this month the Department of Planning and Community Development sent out 32 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.

Dover Fire assisted the Loyal Order of the Moose with public education for their charity event.

Fire Extinguisher training was presented to the staff of Watson Fields and Bellamy Fields, making the staff and residents of those facilities safer from fire.

Dover Fire started the planning of the next Fire Safety Festival and the next theatrical safety show will be based on a Toy Story theme. A tentative title of Toy Story 3½ is in the works, with set design in progress along with script and song writing. Delivery is forecast in Dover's elementary schools in early November.

The Public Library has 550 Facebook fans at facebook.com/DoverPLNH, 371 Twitter followers @DPLNH, and 424 e-Newsletter subscribers. All are great avenues to get important information out to the public.

The Police Department mailed seventeen citizen surveys in August, 2011. Three surveys were returned this month. The respondents were asked to rate the officers and dispatchers in terms of attitude, helpfulness, skills and abilities. Specifically, ratings were as follows:

Dispatcher rating

Attitude and Helpfulness: 1 Excellent, 2 Good

Skills and Abilities: 3 Good

Officer ratings

Attitude and Helpfulness: 2 Excellent, 1 Good

Skills and Abilities: 2 Excellent, 1 Good

The respondents were asked to rate the overall performance of the police department. Two of the respondents rated the overall performance as Excellent and one rated it as Good.

## **ENERGY EFFICIENCY**

The Johnson Controls Energy Upgrade project is winding down. Many of the FIM's have been completed and are ready for closeout. The three blowers were installed at the Wastewater Treatment Facility in August, and a Virtual private network was installed to let the blower manufacturer communicate directly with the WWTF and the SCATA system.

## **ACKNOWLEDGEMENTS & EVENTS**

Friends of the Library donated \$1,243.10 for prizes and entertainers' fees for the Summer Reading programs.

Friends of the Library renewed annual museum passes to the Seacoast Science Center (\$65) and the New England Aquarium (\$650)

Library received a \$100 donation for new books from Rosemary Nossiff.

# Capital Improvement Projects Update

## Community Services Department

### August 2011

#### **SIDEWALK IMPROVEMENTS - Downtown tip downs**

Current: Lyman has completed installing ADA compliant tip downs in the downtown area.

Previous: Lyman has started installing ADA compliant tip downs in the downtown area.

#### **APPLEVALE RECONSTRUCTION**

Current: Currently out to bid for construction.

Previous: Currently in design process.

#### **NORTH END PRESSURE**

Current: The contracts have been awarded for the water main and tank portions of the project and construction will begin soon on Long Hill. The booster pump station is currently out to bid for construction.

Previous: The bids for the water tank have been received. Both will be awarded on the next council agenda.

#### **HENRY LAW AVE RECONSTRUCTION**

Current: The project is complete with the exception of final top coat of paving which will happen the week of September 8<sup>th</sup>.

Previous: SUR is finishing the sidewalk installation.

#### **TOLEND LANDFILL REMEDIATION**

Current: Both construction of the sewer conveyance line and the remediation system have begun and are proceeding on schedule. The sewer line and pedestrian bridge are in place. The sewer pump station will be installed in September followed by the installation of pumps, and electrical /mechanical components.

Previous: Both construction of the sewer conveyance line and the remediation system have begun and are processing on schedule.

#### **SEWER INFLOW / INFILTRATION MITIGATION**

Current: The sewer line on Mill Street is scheduled to be relined in September as well as the relining of the sewer adjacent to Silver Street and the Turnpike.

Previous: SUR completed the sewer replacement on Silver Street and Woodman Park School. The sewer line on Mill Street was discovered leaking into the drainage system in June. A change order to the I&I project was approved by the City Council to reline the Mill Street sewer as part of the I&I project. The sewer relining is scheduled to begin in August and continue into September.

#### **ROUTE 9 RR BRIDGE WATERMAIN REPLACEMENT**

Current: This project has started back up and the water main portion is complete.

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

## **BERRY BROOK WATERSHED MANAGEMENT**

Current: The work on re-establishing Berry Brook at the Lowell Ave. treatment plant property began in late August. The defunct sand filters that had been constructed in the early 1900's were demolished following an extensive documentation process to preserve the historic use of the filters. A copy of the report on the history of the early water treatment, which includes photographs, will be archived at the Dover Public Library and available online soon.

Previous: The rain garden and tree filter at Horne Street School were completed. A neighborhood meeting was held to inform and receive input from watershed residents for work proposed in 2011. Rain barrels and rain gardens are being offered to residents at a reduced cost to help alleviate water quantity and quality issues in Berry Brook. The rain barrels and rain gardens are a way for residents to participate in improving Berry Brook. Design of the stream restoration of Berry Brook is scheduled to begin this summer at the Lowell Avenue water treatment plant property.

# Total Permits Issued: August 2011

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
11-188	PATRIOT STEEL	14	INDUSTRIAL PARK DRIVE	CREATE MANUFACTURING SPACE	I	G	4	143000	1455
11*-191	TOLEND ROAD PROPERTIES	11	MELODY TERRACE	FINISH BASEMENT OF SFD	R	G	24J-21	11000	135
11-042	J.N.M. REALTY	7 & 9	CENTENNIAL DRIVE	CONST. A 2 UNIT DWELLING	R	K	20-1	180000	1825
11-104	TROJAN	3	SMITH WELL ROAD	CONST. AN ATT. GARAGE ONTO A SFD	R	D	62	14000	165
11-143	HEDE	4	FLORAL AVENUE	CONST. A REAR ONE-STORY ADDITION	R	28	35	27000	295
11-175	GRAYSTONE BUILDERS	10	PACIFIC DRIVE	CONST. NEW SFD W/ATT. GARAGE	R	E	50-2	146000	1485
11-178	DYSINGER	343A	WASHINGTON STREET	CONST. A SFD W/ATT. GARAGE	R	32	15-13	250000	2525
11-183	SURINA	43	MCKONE LANE	CONST. A SFD W/ATT. GARAGE	R	K	1-1	225000	2275
11-184	PRESCOTT	84	SIXTH STREET	REMODEL STORAGE SHED	R	34	3	1200	45
11-186	HALVORSEN	13	FAIRWAY DRIVE	FRONT PORCH ADDITION	R	N	14F	34000	365
11-192	GROSSMAN	37-38	MILL STREET	RENOVATE DUPLEX	R	16	32A	182000	1845
11-193	TRASK	10	IONA AVENUE	FIN. INT. OF GARAGE & OF LIVING AREA	R	33	98	28000	305
11-194	LAHR	11	SUNSET DRIVE	REPAIR FIRE DAMAGE	R	14	5Y	177000	1795
11-196	SIX HIGH STREET, LLC	22	SCHOONER DRIVE	SINGLE FAMILY DWELLING W/ ATT GAR	R	M	96-A-	230000	2325
11-198	ALEX	4	BEVERLY LANE	ROOF OVER DECK	R	H	29-2	1500	40
11-200	MARQUARDT	10	OX BOW LANE	ADD DORMER	R	39	70	17000	195
11-201	TREADWELL	44	QUAKER LANE	DECK	R	M	83-13	9000	115
11-202	HIPPERN	3	MORIN STREET	RENOVATE KITCHEN	R	38	25D	2000	45
11-205	LAMSON	33A	BOSTON HARBOR ROAD	CONST. A DOCK (PIER, RAMP & FLOATS	R	7	13B	10000	125
11-208	PETTEE	35	PROSPECT STREET	SHED	R	10	3-1	9000	115
11-209	BASTILLE	15	COUNTRY CLUB ESTATES	DECK EXTENSION	R	N	125	6000	85
11-212	TOLEND ROAD PROPERTIES, L	28	MELODY TERRACE	CONST. A SFD W/ATT. GARAGE	R	G	24J-36	145000	1315

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
11-214	PIDGEON	184	GARRISON ROAD	INSTALL AN ABOVE GROUND SWIMMIN R	R	J	4-1	4000	65
11-215	VU	10	LINCOLN STREET	REM. & REPLACE./CONST. FRONT STAIR R	R	31	72	250	35
11-220	GALT	48	PROSPECT STREET	DEMO SHED 12' 3" X 12' 3"	R	32	28	0	50
11-221	CARENO	589	TOLEND ROAD	FRONT PORCH DECK ADDITION	R	C	21T	2500	50
11-222	CHOATE	31	RUTLAND STREET	CONST. A FRONT PORCH ADD. & RENO. R	R	12	141	6000	85
11-223	COTE	281	WASHINGTON STREET	RENOVATIONS	R	10	22	99000	1015
11-224	BREWSTER	61	EMERALD LANE	CONST./INSTALL A STORAGE SHED	R	F	22A-1	4200	65
11-226	ANDERSON	251	LONG HILL ROAD	BEDROOM AND BATH REMODEL	R	A	18	24000	265
11-227	BECKER	65	MAPLE STREET	CONST. A REAR THREE SEASON PORCH R	R	29-6	4	32000	345
11-229	WILSON	75	HORNE STREET	CONST. A REAR DECK ADDITION	R	29	50B	5600	85
11-234	HOUDEABE	29	AUGUSTA WAY	INT. RENO. TO CONSTRUCT A WALL	R	K	49A-3	3000	55
11-238	MILLER	27	BOSTON HARBOR ROAD	CONST. A NEW ROOFM ON, & RENO. RE R	R	07	12	21200	235
11-243	DESCHENES	42	BELLAMY ROAD	DEMOLISH A REAR ADDITION	R	H	6M	0	50
11-244	TAYLOR	68	DURHAM ROAD	DEMO. / RECONSTRUCT DETACHED GA R	R	I	11	38800	415
11-245	FALETRA	15	BALDWIN WAY	ISNTALL AN INGROUND SWIMMING PO R	R	L	40-6	20000	285
11-246	LARSON, STEVE	98	MAST ROAD	CONST. A SIDE DECK ADD. & FOR INT. R R	R	I	33D	90000	925
11-247	SKEELS	3	OSPREY LANE	DEMO GARAGE DAMAGED BY FIRE	R	L	95-2-1	0	50

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
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**Total Permits Issued:** 39

**Total Construction Value:** \$2,198,250.00

**Total Fees Collected:** \$22,950.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	0	Commercial	0
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	1	Duplex Unit	1
Industrial	0	Industrial	0
Multi Family	0	Renovations	3
Manufactured Dwlg	0	Manufactured Dwlg	0
Single Family Dwelling	5	Single Family Dwellings	6
		<b>Total</b>	<b>10</b>

PLANNING BOARD APPROVED PROJECTS

NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PER SIGNATURE	DATE OF PER APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes A = Apts. C = Condos													
<b>Multi-Family:</b>														
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	G	1.92
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005		Site	P04-04	H	35C	W	13.2
<b>Total: Multi-family</b>			<b>132</b>	<b>60</b>	<b>72</b>									<b>15</b>
<b>Subdivisions:</b>														
<b>Tidewater Farm</b>	<b>Winterberry Dr</b>	<b>H</b>	<b>7</b>	<b>0</b>	<b>7</b>		<b>4/26/2011</b>			<b>P10-51</b>	<b>N</b>	<b>8</b>	<b>H</b>	<b>2.59</b>
Olive Meadow	Sixth Street	H	6	0	6		3/23/2010			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	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	G	3.7
Harbor Hills	Shore Rd	H	14	0	14	8/10/2010	3/23/2010	8/11/2010		P07-39	L	89G	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	G	7.4
Long Meadow	Gladiola Way	H	20	20	0	1/30/2008	8/28/2007	2/6/2008		P06-40	A	28	H	7.4
Picnic Rock	Picnic Rock Dr	H	21	7	14	10/31/2007	7/10/2007	11/6/2007		P07-32	16	20	G	7.77
Schooner Landing	Schooner Dr	H	10	3	7	7/19/2007	4/10/2007	7/25/2007		P06-54	M	96A	G	3.7
Pacific Landing	Upper Factory Rd	H	15	10	5	2/8/2007	7/25/2006	2/8/2007		P05-72	E	49	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	20	52	10/5/2006	7/14/2005	11/2/2006		P03-36	G	24	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006		P05-71	E	45	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	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	G	1.85
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005		P05-18	A	16	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	H	11.84
Waldron Falls	Watson Rd	H	10	5	5	5/10/2005	1/11/2005	5/17/2005		P04-54	E	35	W	6.29
White Tail	Picard Ln	H	17	10	7	1/10/2005	11/10/2004	1/10/2005		P04-47	A	19	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	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004		P04-25	I	1P	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	14	4	7/28/2005	4/12/2005	8/1/2005		P05-13	B	18	H	6.66
Lionheart	Littleworth Rd.	H	4	2	2	2/24/2004	2/24/2004	3/8/2004		P03-66	G	28-1	W	1.48
Ayer	McKone Ln	H	2	1	1	6/5/2003	6/5/2003	6/5/2003		P02-67	N	18	G	0.74
<b>Total: Single Family</b>			<b>361</b>	<b>151</b>	<b>210</b>									<b>140</b>
<b>TOTAL APPROVED UNITS</b>			<b>493</b>	<b>211</b>	<b>282</b>									<b>155</b>
<b>Elderly:</b>														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	19	29	7/2/2008	3/13/2007			P06-55	M	4	G	
Arbor Woods	Cielo Dr	H	63	28	35	2/20/2007	1/9/2007	2/20/2007		P06-25	H	4	W	
<b>Total: Elderly</b>			<b>111</b>	<b>47</b>	<b>64</b>									
<b>APPROVED + ELDERLY</b>			<b>604</b>	<b>258</b>	<b>346</b>									<b>155</b>

In addition to the above construction activity, a permit was also issued for 43 McKone Lane.

PO Date	PO No.	Vendor Name	Amount	DAC
8/8/2011	201201137	MARY A. HEBBARD	\$5,000.00	Community Services Department
8/24/2011	201201724	HOWARD P FAIRFIELD, LLC	\$5,677.61	Community Services Department
8/18/2011	201201531	JP TOWLE CONSTRUCTION CORP	\$6,007.50	Community Services Department
8/3/2011	201201022	PUBLIC SERVICE CO OF NH-CITY	\$6,744.74	City Finance Office
8/24/2011	201201739	HYDROTERRA ENVIRONMENTAL SERVICE, LLC	\$6,885.00	Community Services Department
8/30/2011	201201880	PUBLIC SERVICE CO OF NH-CITY	\$7,295.11	City Finance Office
8/24/2011	201201720	BRIAN TURGEON EXCAVATI NG	\$7,590.00	Community Services Department
8/24/2011	201201740	WILLDAN FINANCIAL SERVICES	\$7,600.00	City Finance Office
8/1/2011	201200868	C.N. WOOD CO., INC.	\$7,811.39	Community Services Department
8/30/2011	201201870	BRIAN TURGEON EXCAVATI NG	\$8,572.50	Community Services Department
8/24/2011	201201721	CUMMINS NORTHEAST, INC.	\$9,154.88	Community Services Department
8/9/2011	201201244	STATE OF NH-DOT	\$9,192.59	Community Services Department
8/9/2011	201201228	EJ PRESCOTT, INC	\$9,330.50	Community Services Department
8/3/2011	201201021	PUBLIC SERVICE CO OF NH-CITY	\$9,605.24	City Finance Office
8/18/2011	201201536	INTERWARE DEVELOPMENT CO INC	\$9,888.80	City Clerk Tax Collection
8/24/2011	201201743	BROX INDUSTRIES, INC.	\$10,465.44	Community Services Department
8/8/2011	201201074	STATE OF NH-DOT	\$10,467.31	Police
8/24/2011	201201732	NEW HAMPSHIRE MAILING SERVICES, INC.	\$11,098.00	City Clerk Tax Collection
8/31/2011	201201936	PUBLIC SERVICE CO OF NH-CITY	\$11,294.96	City Finance Office
8/9/2011	201201232	GUTERMANN, INC.	\$11,400.00	Community Services Department
8/24/2011	201201733	PUBLIC SERVICE CO OF NH-CITY	\$11,557.85	City Finance Office
8/11/2011	201201323	BAYRING COMMUNICATIONS	\$12,195.30	City Finance Office
8/3/2011	201201023	PUBLIC SERVICE CO OF NH-CITY	\$14,516.49	City Finance Office
8/11/2011	201201324	NORMAN R. GAGNON CONSTRUCTION, LLC	\$14,700.00	Community Services Department
8/9/2011	201201231	TRI-STATE SEALCOATING & PAVING, INC.	\$20,125.00	Community Services Department
8/18/2011	201201533	POLYDYNE INC	\$20,180.00	Community Services Department
8/9/2011	201201167	PEOPLES UNITED BANK-BOND PAYMENTS	\$21,092.50	City Finance Office
8/24/2011	201201736	TRI-STATE SEALCOATING & PAVING, INC.	\$22,562.50	Community Services Department
8/18/2011	201201534	WILLIAM P. DAVIS EXCAVATION, LLC	\$24,450.00	Planning
8/8/2011	201201135	PUBLIC SERVICE CO OF NH-CITY	\$25,881.82	City Finance Office
8/9/2011	201201171	NH COMMUNITY DEV. FINANCE AUTHORITY	\$26,788.00	City Finance Office
8/30/2011	201201898	RESERVE ACCOUNT	\$32,000.00	City Clerk Tax Collection

8/3/2011	201201020	MACDONALD PAGE & CO, LLC	\$33,119.00	City Finance Office
8/10/2011	201201258	PARKEON	\$37,800.00	Police
8/24/2011	201201734	PUBLIC SERVICE CO OF NH-CITY	\$41,350.02	City Finance Office
8/9/2011	201201173	COCHECO FALLS JANITORIAL SERVICES, LLC	\$44,700.00	Recreation
8/10/2011	201201287	CCMSI	\$79,787.28	Executive
8/10/2011	201201259	PESCHEL CONSULTING, LLC	\$89,927.52	Community Services Department
8/9/2011	201201162	STATE OF NH-DES LABORATORY SERVIC	\$93,815.55	City Finance Office
8/1/2011	201200870	RESOURCE MANAGEMENT INC	\$96,000.00	Community Services Department
8/30/2011	201201897	BAKER & TAYLOR, INC.	\$105,000.00	Public Library
8/1/2011	201200869	PORTSMOUTH NH, CITY OF	\$120,000.00	Community Services Department
8/9/2011	201201217	JOHN H. LYMAN & SONS, INC.	\$120,290.00	Planning
8/9/2011	201201170	PEOPLES UNITED BANK-BOND PAYMENTS	\$156,092.50	City Finance Office
8/9/2011	201201163	US BANK NATIONAL ASSOCIATION	\$197,650.04	City Finance Office
8/9/2011	201201166	PEOPLES UNITED BANK-BOND PAYMENTS	\$242,656.25	City Finance Office
8/9/2011	201201172	US BANK NATIONAL ASSOCIATION	\$982,650.05	City Finance Office
8/9/2011	201201168	PEOPLES UNITED BANK-BOND PAYMENTS	\$1,880,681.36	City Finance Office
8/9/2011	201201164	US BANK NATIONAL ASSOCIATION	\$2,008,943.18	City Finance Office
8/9/2011	201201165	US BANK NATIONAL ASSOCIATION	\$7,130,168.18	City Finance Office

# City of Dover

## Bid Solicitation Report

### For August 2011

9/6/2011

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	07/18/2011	08/02/2011		Household Hazardou Waste Collections	
Community Services	B12007	08/04/2011	08/16/2011	#2 Heating Oil	
Community Services	B12006	08/04/2011	08/16/2011	Liquid Propane	
Community Serviced	B12008	08/04/2011	08/16/2011	Off Road Diesel	

# City of Dover

## Bid Solicitation Report

### For August 2011

9/6/2011

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				Portable Broadcast Equipment	
B12010	08/10/2011	08/24/2011			
Finance				HVAC Equipment Maintenance & Repair Svcs	
B12001	08/10/2011	08/15/2011			
Community Services				Roll Off Container	
B12009	08/11/2011	08/31/2011			
Community Services				Applevale Area Infrastructure Improvement Project	
B12011	08/15/2011	09/06/2011			
Community Services				Body work, Paint, Re-Letter Engine	
B12012	08/16/2011	09/01/2011		4	

# City of Dover

## Bid Solicitation Report

### For August 2011

9/6/2011

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	
Police				Dover Coalition for Youth Website Design	
B12013	08/17/2011	09/01/2011			
Library				Library Painting of Water Damaged Ceiling	
Q12-006	08/23/2011	09/08/2011			
Police				Renovation of the Dover Police Department Server Room	
Q12-005	08/25/2011	09/07/2011			

**Total for**

**Grand Total All Departments**

# City of Dover

## Expenditures of Major Funds

August 31, 2011

(General Fund Includes County, School and Debt Service)

	<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>
<b>EXPENDITURES</b>								
1000 General Fund								
City Council	\$ 386,770	\$ 44,436	\$ 59,396	15.0%	\$ 327,375	\$ 25,376	\$ 301,999	78.1%
Executive	772,361	51,324	94,940	12.0	677,421	361,331	316,090	40.9
Finance	1,597,374	111,328	221,827	14.0	1,375,547	902,101	473,446	29.6
Planning	451,089	31,985	65,276	14.0	385,813	271,151	114,662	25.4
Misc General Government	787,583	19,541	66,117	8.0	721,466	130,932	590,534	75.0
Police	6,605,136	437,699	1,040,423	16.0	5,564,713	3,363,304	2,201,409	33.3
Fire & Rescue	6,373,991	450,774	1,027,128	16.0	5,346,863	3,092,088	2,254,774	35.4
Community Service Public Works	6,828,297	343,072	593,962	9.0	6,234,335	2,588,110	3,646,225	53.4
Recreation	2,207,820	157,316	321,259	15.0	1,886,561	445,755	1,440,805	65.3
Public Library	1,082,599	60,263	136,964	13.0	945,635	653,252	292,383	27.0
Human Services	716,708	60,651	107,279	15.0	609,429	147,017	462,412	64.5
Debt Service	9,904,177	222,081	510,421	5.0	9,393,756	9,185,477	208,279	2.1
Other Financing Sources/Uses	1,975,493	-	-	0.0	1,975,493	-	1,975,493	100.0
School	41,811,611	632,943	2,134,692	5.0	39,676,918	34,465,579	5,211,339	12.5
Intergovernmental	7,051,080	-	-	0.0	7,051,080	-	7,051,080	100.0
Sub-total : 1000 General Fund	\$ 88,552,089	\$ 2,623,414	\$ 6,379,686	7.2%	\$ 82,172,403	\$ 55,631,473	\$ 26,540,929	30.0%
3213 Parking Activity Fund								
Police	\$ 578,280	\$ 27,940	\$ 53,446	9.0%	\$ 524,834	\$ 199,990	\$ 324,844	56.2%
Sub-total : 3213 Parking Activity Fund	\$ 578,280	\$ 27,940	\$ 53,446	9.2%	\$ 524,834	\$ 199,990	\$ 324,844	56.2%
3320 Residential Solid Waste								
Community Service Public Works	\$ 999,374	\$ 64,658	\$ 73,788	7.0%	\$ 925,586	\$ 824,469	\$ 101,117	10.1%
Sub-total : 3320 Residential Solid Waste	\$ 999,374	\$ 64,658	\$ 73,788	7.4%	\$ 925,586	\$ 824,469	\$ 101,117	10.1%
3381 McConnell Center								
Recreation	\$ 775,270	\$ 19,818	\$ 41,328	5.0%	\$ 733,942	\$ 490,866	\$ 243,075	31.4%
Sub-total : 3381 McConnell Center	\$ 775,270	\$ 19,818	\$ 41,328	5.3%	\$ 733,942	\$ 490,866	\$ 243,075	31.4%
5300 Water Fund								
Community Service Public Works	\$ 4,369,590	\$ 251,346	\$ 514,536	12.0%	\$ 3,855,054	\$ 1,231,364	\$ 2,623,689	60.0%
Sub-total : 5300 Water Fund	\$ 4,369,590	\$ 251,346	\$ 514,536	11.8%	\$ 3,855,054	\$ 1,231,364	\$ 2,623,689	60.0%
5320 Sewer Fund								
Community Service Public Works	\$ 6,192,257	\$ 361,893	\$ 777,895	13.0%	\$ 5,414,363	\$ 1,438,081	\$ 3,976,281	64.2%
Sub-total : 5320 Sewer Fund	\$ 6,192,257	\$ 361,893	\$ 777,895	12.6%	\$ 5,414,363	\$ 1,438,081	\$ 3,976,281	64.2%
<b>Total : EXPENDITURES</b>	<b>\$ 101,466,860</b>	<b>\$ 3,349,069</b>	<b>\$ 7,840,679</b>	<b>7.7%</b>	<b>\$ 93,626,181</b>	<b>\$ 59,816,245</b>	<b>\$ 33,809,936</b>	<b>33.3%</b>

# City of Dover

**Arena - General Fund**  
**Revenue & Expenditure Report**  
(Including Arena Debt Service attributed to the General Fund)  
**August 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>
<b>Revenue</b>	1,317,715	55,117	98,475	7.5	1,219,240	0	1,219,240	92.5
<b>Expenditures</b>	993,367	60,157	123,914	12.5	869,453	178,087	691,366	69.6
<b>Debt Service</b>								
Principal	242,190	0	0	-	242,190	0	242,190	100.0
Interest	74,185	0	504	0.7	73,681	0	73,681	99.3
	<b>7,973</b>	<b>(5,040)</b>	<b>(25,943)</b>	<b>(325.4)</b>	<b>33,916</b>	<b>(178,087)</b>	<b>212,003</b>	<b>2659.0%</b>

# City of Dover

## Revenues of Major Funds

August 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>
<b>REVENUES</b>								
1000 General Fund								
Taxes	\$ 63,682,937	\$ 69,673	\$ 230,042	0.0%	\$ 63,452,895	\$ -	\$ 63,452,895	(99.6)%
Licenses & Permits	4,149,130	348,253	678,436	16.0	3,470,694	-	3,470,694	83.6
Intergovernmental	2,588,824	5,854	37,460	1.0	2,551,364	-	2,551,364	98.6
Charges for Services	3,026,600	321,173	472,524	16.0	2,554,076	-	2,554,076	84.4
Miscellaneous Revenue	502,297	19,353	28,566	6.0	473,731	-	473,731	94.3
Education	12,800,610	177,388	221,216	2.0	12,579,394	(6,603)	12,585,997	98.3
Operating Transfers In	168,725	-	-	0.0	168,725	-	168,725	100.0
Sub-total : 1000 General Fund	\$ 86,919,123	\$ 941,693	\$ 1,668,244	2.0%	\$ 85,250,879	\$ (6,603)	\$ 85,257,483	98.1%
3213 Parking Activity Fund								
Parking Income	\$ 450,725	\$ 40,208	\$ 46,817	10.0%	\$ 403,908	\$ -	\$ 403,908	89.6%
Parking Fines	125,000	13,173	22,142	18.0	102,858	-	102,858	82.3
Sub-total : 3220 Residential Solid Waste	\$ 575,725	\$ 53,380	\$ 68,960	12.0%	\$ 506,765	\$ -	\$ 506,765	88.0%
3320 Residential Solid Waste								
Charges for Services	\$ 950,663	\$ 82,163	\$ 139,852	15.0%	\$ 810,811	\$ -	\$ 810,811	85.3%
Miscellaneous Revenue	0	60	101	0.0	(101)	-	(101)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 82,223	\$ 139,953	15.0%	\$ 810,710	\$ -	\$ 810,710	85.3%
3381 McConnell Center								
Miscellaneous Revenue	\$ 679,301	\$ 59,031	\$ 118,198	17.0%	\$ 561,103	\$ -	\$ 561,103	82.6%
Operating Transfers In	91,859	6,441	27,448	30.0	64,411	-	64,411	70.1
Sub-total : 3381 McConnell Center	\$ 771,160	\$ 65,472	\$ 145,647	19.0%	\$ 625,513	\$ -	\$ 625,513	81.1%
5300 Water Fund								
Charges for Services	\$ 4,315,199	\$ 179,679	\$ 255,865	6.0%	\$ 4,059,334	\$ -	\$ 4,059,334	94.1%
Miscellaneous Revenue	21,000	3,880	7,207	34.0	13,793	-	13,793	65.7
Sub-total : 5300 Water Fund	\$ 4,336,199	\$ 183,559	\$ 263,072	6.0%	\$ 4,073,127	\$ -	\$ 4,073,127	93.9%
5320 Sewer Fund								
Intergovernmental	\$ 46,742	\$ -	\$ -	0.0%	\$ 46,742	\$ -	\$ 46,742	100.0%
Charges for Services	5,048,527	219,930	309,431	6.0	4,739,096	-	4,739,096	93.9
Miscellaneous Revenue	31,000	3,542	6,749	22.0	24,251	-	24,251	78.2
Other Financing Sources	1,013,139	-	-	0.0	1,013,139	-	1,013,139	100.0
Sub-total : 5320 Sewer Fund	\$ 6,139,408	\$ 223,473	\$ 316,180	5.0%	\$ 5,823,228	\$ -	\$ 5,823,228	94.8%
<b>Total : REVENUES</b>	<b>\$ 99,692,278</b>	<b>\$ 1,549,800</b>	<b>\$ 2,602,055</b>	<b>3.0%</b>	<b>\$ 97,090,223</b>	<b>\$ (6,603)</b>	<b>\$ 97,096,826</b>	<b>97.4%</b>



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

Councilor Carrier led the Pledge of Allegiance.

### 4. ROLL CALL ATTENDANCE

**Present:** Mayor Trefethen, Deputy Mayor Weston, Councilor Carrier, Councilor Cheney, Councilor Ciotti, Councilor Cruikshank, Councilor Hooper, and Councilor Nedelka.

**Absent:** Councilor Garrison.

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

### 5. PROCLAMATIONS/AWARDS – None

### 6. APPROVAL OF AGENDA

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

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

Deputy Mayor Weston moved to add the Road Toll permit for the Muscular Dystrophy Association to the Consent Calendar; seconded by Councilor Nedelka.

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

Deputy Mayor Weston asked to move Item 13.B.2. to after the Citizen's Forum; seconded by Councilor Cruikshank.

Vote: 8/0.

Mayor Trefethen moved to add the Appointments Committee Report; seconded by Councilor Nedelka.

Vote: 8/0.

Deputy Mayor Weston moved to approve the agenda as amended; seconded by Councilor Ciotti.

Vote: 8/0.

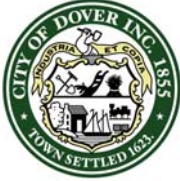
### 7. PUBLIC HEARINGS

#### A. CHARTER AMENDMENT – TAX CAP

SPONSORED BY MAYOR TREFETHEN BY REQUEST

**Ronald Huml, 199 Mast Road:** He spoke against the Tax Cap Charter Amendment. He felt the language was too vague. He said he liked the current tax cap better than the proposed version.

**David Scott, 220 Back Road:** He opposed the Charter change. He said the current tax cap is alive, well, and legal. He said the new proposal will allow for more taxes. He encouraged the Council to vote no on the Tax Cap Charter Amendment resolution.



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

**David Montenegro, 55 Union Street:** He spoke against the Tax Cap Charter Amendment. He said it's not clear how the levy will be computed, and the language should reflect what would happen if the index is a negative value..

**Donald Medbery, 3 Covered Bridge Lane:** He said he was opposed to using the Boston CPI, because it doesn't fit with Dover's image. He felt there was no need to change the current tax cap. He said the Council can override the current tax cap, and asked the Council to vote against the Tax Cap Charter Amendment resolution.

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

**William Degrandpre, 21 Danielle Lane:** He spoke in favor of keeping the current tax cap. He said the City needs less spending and the tax cap should only be overridden for needs.

**John Scruton, 99 Sixth Street:** He said he would like to see the 2007 tax cap stay in place.

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

### **B. CHARTER AMENDMENT – REDISTRICTING OF WARD BOUNDARIES SPONSORED BY MAYOR TREFETHEN BY REQUEST**

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

### **C. CHAPTER 5, BOARDS, COMMISSIONS AND COMMITTEES - CREATING AN ENERGY COMMISSION SPONSORED BY MAYOR TREFETHEN BY REQUEST**

**Eric Steltzer, 103 Henry Law Avenue, Energy Advisory Committee Chairperson:** He asked for the Council's support for the creation of an Energy Commission.

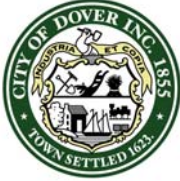
**Edward Bleiler, 28 Isaac Lucas Circle:** He read his handout to the Council.

**John Pelletier, 94 Back River Road:** He spoke in favor of the creation of the Energy Commission. He said this won't cost or save the City money, but will allow for future help. He asked the Council to vote for the creation of this commission.

**Elizabeth Fisher, 24 Rutland Street:** She spoke in favor of the creation of the Energy Commission. She said it was a wonderful opportunity for the City.

**Donald Medbery, 3 Covered Bridge Lane:** He said the City need a citizen's committee to bring forth a plan to the Council. He said Dover had enough commissions.

**Shannon Rogers, 22½ Baker Street, Energy Advisory Committee Member:** She spoke in support of creating an Energy Commission.



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

**David Boynton, 189 Central Avenue:** He spoke in support of creating an Energy Commission.

**David Scott, 220 Back Road:** He asked if the City had a report on the Johnson Controls' activities, which he opposed when he was councilor. He asked for a report from the City Manager. He felt the citizens should see a report before the creation of any committee.

Mayor Trefethen said the Council has received more than one report on results from Johnson Controls' Energy Efficient Program.

Mayor Trefethen, 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.*

**Elizabeth Fisher, 24 Rutland Street:** She asked the Council to approve Item 13.B.2., Lorraine's Corner.

**Ronald Huml, 199 Mast Road:** He spoke about the tax cap and the Council's decision to override the tax cap the past two years.

**David Scott, 220 Back Road:** He spoke about overrides only being for emergencies, and felt there hasn't been an emergency that would allow for an override. Therefore, he felt the Council was in violation of the City's Charter.

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

**Donald Medbery, 3 Covered Bridge Lane:** He encouraged young people to speak at the podium. He spoke about the Superfund site. He thanked Community Services Director Doug Steele and Environmental Project Manager Dean Peschel for their work on the new bridge crossing the river.

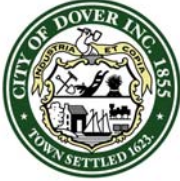
**John Pelletier, 94 Back River Road:** He spoke about the Dover Listens Scavenger Hunt.

**Gary Green, 18 Footbridge Lane:** He said he was excited about Dover making the Top 100 list in the Country. He felt the City was on the right track. He thanked past and current volunteers and councilors. He gave credit to Economic Development Director Dan Barufaldi. He asked the Council to consider changing their rules on what citizens can address at the podium.

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

Deputy Mayor Weston moved to adopt Item 13.B.2.; seconded by Councilor Ciotti.

Vote: 8/0.



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

### 9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing.

Councilor Cheney asked about the tax cap questions and if the Council needed to vote to override the spending cap.

Mayor Trefethen said last year the first vote was to amend the budget resolution to indicate an override, not a vote to override.

City Manager Joyal said there is not a specific instruction or provision in the tax cap for two separate votes. He explained the procedure to the Council.

Councilor Ciotti asked about the City Manager's Report

City Manager Joyal explained the process for his reports. He said the 1<sup>st</sup> regular meeting of the month is a report on the City, and the 2<sup>nd</sup> regular meeting of the month is a report from the Economic Development Director and the General Legal Counsel. He said it was included in the Agenda packet for the Council meeting and is available on the website.

Councilor Hooper asked about the Energy Efficiency reports.

City Manager Joyal said the City has been keeping track of the project. He said the contract is working as projected.

Deputy Mayor Weston asked for clarification of the Councilor At Large vacancy, because people have been contacting her about her position being vacant.

City Manager Joyal said with the resignation of Mayor Myers and the selection of Mayor Trefethen, who was also a Councilor At Large, it was his position that was being filled by Councilor Ciotti.

Deputy Mayor Weston spoke about the Local Government Center (LGC) and the money that should be returned to the City. She said she felt the City Manager should ask for the \$281,000 in workers' compensation money at this point.

City Manager Joyal said the City is keeping track of this situation and he has consulted with other cities. The LGC has agreed to return this money through a credit on future insurance bills.

Councilor Cheney asked about the City getting out of the contract with LGC.

City Manager Joyal said the City has contractual agreements with the employee groups, and there are no comparable options to offer in negotiations. He said they need to wait for the process to work out.

Councilor Nedelka asked about tax breaks to seniors.

City Manager Joyal said there is information available on the tax assessor's website regarding seniors getting tax breaks from the City and State.

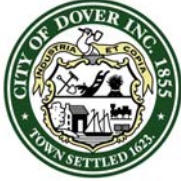
Councilor Nedelka started a discussion regarding the comments made during Citizen's Forum and \$4.5 million being owed back to the City from the LGC.

City Manager Joyal explained that the City was not due \$4.5, but \$281,000, which was a 1% charge for workers' compensation.

Councilor Nedelka asked about the new bridge on Covered Bridge Lane and asked if it cost the taxpayers \$200,000.

City Manager Joyal said it did not, but was paid for by the responsible parties involved in the Superfund site.

Councilor Carrier spoke briefly about the Johnson Control contract and how the City is in the positive. He also spoke about the LGC funds and said he was willing to wait, but felt it should be earning interest.



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

Councilor Nedelka said he was willing to wait for the process to play out, but felt it should be credited in the next year and not over three years.

Mayor Trefethen said he felt it would be cleaner to have the full \$281,000 returned to the City. He asked for a consensus of the Council to have the City Manager pursue that course.

Three years: 0

Lump sum of \$281,000: 8.

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

Vote: 8/0.

### 10. APPROVAL OF MINUTES

- A. August 3, 2011 - Workshop
- B. August 10, 2011 – Special Meeting
- C. August 10, 2011 – Regular Session

Deputy Mayor Weston for the approval of the minutes; seconded by Councilor Hooper.

Vote: 8/0.

### 11. MAYOR'S REPORT

Mayor Trefethen said he attended the Park Street Park rededication, and thanked the Rotary Club for their help. He attended Scott Myers' Day party. He spoke about the public hearings and citizen's forum comments being clear, concise, and informative.

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

Vote: 8/0.

### 12. UNFINISHED BUSINESS

#### A. ORDINANCES IN THE 2<sup>nd</sup> READING

##### 1. CHAPTER 5, BOARDS, COMMISSIONS AND COMMITTEES - CREATING AN ENERGY COMMISSION

SPONSORED BY MAYOR TREFETHEN BY REQUEST

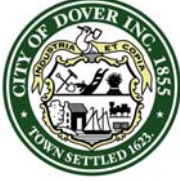
Deputy Mayor Weston moved for its adoption; seconded by Councilor Ciotti.

Councilor Hooper asked for clarification for the public on the difference between a commission and an advisory committee.

City Manager Joyal explained the difference to the Council. He said a committee is advisory, but commissions have authorities by statute.

Mayor Trefethen spoke about substituting this resolution as a whole, and went over the difference in the substituted resolution with the Council.

Deputy Mayor Weston moved to substitute resolution as a whole; seconded by Councilor Cruikshank.



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

Councilor Cheney started a discussion on the RSA regarding any amount over \$500 needing approval, and asked if it was overridden by the language in the resolution. Mayor Trefethen said it does not override the RSA. He asked for a vote on substituting the resolution.

Vote: 8/0.

Deputy Mayor Weston asked why the commission needs money.

City Manager Joyal asked Mr. Eric Steltzer, current Energy Advisory Committee Chairperson, to speak to the Council.

Mr. Steltzer explained the reasoning for having the authority to handle money and being able to accept grants.

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

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

### **C. RESOLUTIONS**

#### **1. CHARTER AMENDMENT – TAX CAP**

SPONSORED BY MAYOR TREFETHEN BY REQUEST

Deputy Mayor Weston moved for its adoption; seconded by Councilor Nedelka.

Mayor Trefethen gave background information on the current tax cap language. He said this was a chance for the people to vote on this issue.

Councilor Cheney said this language is completely different from the current tax cap. She asked again for the current tax cap charter and the proposed tax cap charter amendment to be available on the City's website homepage. She said this doesn't have to be voted on tonight.

Councilor Weston felt this was more than a few word changes and needed more work. She spoke about the previous Charter amendment in 2007 and asked for another workshop.

Mayor Trefethen said the informational sessions in 2007 were for the citizens to understand the impact of the tax cap, not the Council.

Councilor Weston respectfully disagreed and said she would not support this resolution.

Councilor Ciotti asked when the deadline was for getting this on the ballot.

City Manager Joyal said September 8, 2011.

Councilor Ciotti said this needed to get approved tonight in order to get it on the ballot. He said the City Manager could possibly show this year's budget with this proposed charter amendment language.

Roll Call Vote: 6/2; Passed. Councilors Cheney and Weston were opposed.



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

### **2. CHARTER AMENDMENT – REDISTRICTING OF WARD BOUNDARIES SPONSORED BY MAYOR TREFETHEN BY REQUEST**

Deputy Mayor Weston moved for its adoption; seconded by Councilor Nedelka. Councilor Nedelka asked what happens if the public rejects this ballot question. General Legal Counsel said the City would ask the Secretary of State for his wisdom. Mayor Trefethen said if this charter amendment passes it will not take effect until June 1, 2012.

Councilor Ciotti asked how the residents will be notified.

City Clerk Lavertu said every registered voter that is impacted will be notified by mail. She said the new ward map will be posted during the January Presidential Primary.

Roll Call Vote: 8/0.

### **13. NEW BUSINESS**

#### **A. CONSENT CALENDAR**

- 1. RAFFLE – Dover High School, Class of 1981**
- 2. RAFFLE – Dover Little Green Football, Inc.**
- 3. RAFFLE – Target Funding, LLC d/b/a BNI**
- 4. RAFFLE & BLOCK PARTY – Dover Main Street & Dover Chamber of Commerce**
- 4a. ROAD BLOCK – Muscular Dystrophy Association**
  
- 5. RESOLUTION: AUTHORIZATION TO ACCEPT UNH PROPOSAL #11-721 FOR PHASE II BERRY BROOK WATERSHED MANAGEMENT PLAN GRANT  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 6. RESOLUTION: B11072 CRACK SEALING SERVICES  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 7. RESOLUTION: B12003 HOUSEHOLD HAZARDOUS WASTE COLLECTION SERVICE  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 8. RESOLUTION: B12006 LIQUID PROPANE  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 9. RESOLUTION: B12007 #2 HEATING FUEL  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 10. RESOLUTION: B12008 OFF ROAD DIESEL FUEL  
SPONSORED BY MAYOR TREFETHEN 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, August 24, 2011**  
 Meeting Time: **7:00pm**

**11. RESOLUTION: BOOK AND MEDIA PURCHASES**  
 SPONSORED BY MAYOR TREFETHEN BY REQUEST

**12. APPROVAL OF STRAFFORD COUNTY CAP LEASE, ROOM 240**  
 SPONSORED BY MAYOR TREFETHEN BY REQUEST

### COMMITTEE REPORTS

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

Deputy Mayor Weston moved for the adoption of the Consent Calendar; seconded by Councilor Nedelka.

Mayor Trefethen asked the Council if they had any items they would like pulled for further discussion.

Councilor Hooper asked to pull the School Board Report.

Councilor Cheney asked to pull Item 13.A.7.

Mayor Trefethen asked to pull Item 13.A.9 and the Appointments Committee Report.

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

Roll Call Vote: 8/0.

Deputy Mayor Weston moved for the adoption of 13.A.7.; seconded by Councilor Cheney.

Councilor Cheney asked if the collection date scheduled is September 24, 2011.

City Manager Joyal said that was correct.

Roll Call Vote: 8/0.

Deputy Mayor Weston moved for the adoption of 13.A.9.; seconded by Councilor Ciotti.

Mayor Trefethen spoke about locking in the price for a full year. He said the City Manager budget for \$3.21, and the City has locked in at \$3.20. He said he was in favor of this resolution.

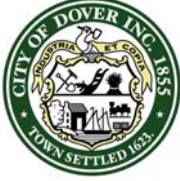
Councilor Ciotti started a discussion regarding the bidding process.

Mayor Trefethen said there is an on-line database that list current bid requests, where companies can put their name as possible vendors.

Roll Call Vote: 8/0.

Councilor Hooper gave an overview of the School Board Report.

Deputy Mayor Weston moved to accept the School Board Report; seconded by Councilor Carrier.  
 Vote: 8/0.



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

Mayor Trefethen said the Appointments Committee is hoping to meet soon, and primarily will be concerned with reappointing existing committee members whose terms have expired. He went over the list of openings:

- Arena Commission – 1 regular and 1 alternate
- Arts Commission – 4 regular
- Conservation Commission – 2 regular
- Library Board of Trustees – 1 regular
- Open Lands Committee – 5 regular and 1 alternate
- Planning Board – 1 alternate
- Pool Advisory Committee – 2 regular
- Recreation Advisory Board – 1 regular and 3 alternates
- Transportation Advisory Commission – 2 alternate

Deputy Mayor Weston moved to accept the Appointments Committee Report; seconded by Councilor Ciotti.

Vote: 8/0.

### B. RESOLUTIONS

#### 1. CITY COUNCIL RULE CHANGES

SPONSORED BY MAYOR TREFETHEN

Deputy Mayor Weston moved for its adoption; seconded by Councilor Ciotti.

Mayor Trefethen went over the changes with the Council. He said it basically is just moving the deadlines up one day.

Councilor Nedelka made a motion for a friendly amendment. Third paragraph, "Page 10, Section 6-F: Agenda Materials." Second sentence says: "The agenda packets will be emailed." He moved to insert the words "a link to" before the sentence. He wanted to stop circulating large files that had to be archived. Seconded by Councilor Carrier.

Mayor Trefethen asked the City Clerk if that was possible.

City Clerk Lavertu said it's available on-line.

Vote: 8/0.

Mayor Trefethen asked for a vote on the amended resolution.

Vote: 8/0.

#### 2. LORRAINE'S CORNER

SPONSORED BY MAYOR TREFETHEN BY REQUEST

Council voted to move up on the Agenda to after the Citizen's Forum.

### C. ORDINANCES IN 1ST READING - None

#### 14. COUNCIL CORRESPONDENCE - None



CITY OF DOVER

## CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, August 24, 2011**  
Meeting Time: **7:00pm**

### 15. COUNCIL MATTERS OF INTEREST

Deputy Mayor Weston asked the City Clerk if she knew the filing period dates for the November Municipal Election.

City Clerk Lavertu said she is finalizing the dates. She is waiting to hear from the Secretary of State's office regarding the order of names. She believes it has to be changed to an alphabetical listing, beginning with the random letter chosen by the Secretary of State's office.

### 16. ADJOURNMENT

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

Vote: 8/0.

CITY OF DOVER  
11 AUG 30 AM 7:49



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: AMY'S TREAT  
Federal Tax ID number for Organization: 26-2350766  
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: STEVE GOREN Day Time Telephone: 603 742 0777

Address: 170 SUNSET DR DOWR SL GOREN @COMCAST NE

Purpose of Permit: RAFFLE TO RAISE FUNDS

Date of Event: 10.1.2011 Specific Time: 9 AM TO 4 PM

Location of Event: DOWNTOWN DOVER

(Raffle Permit only)  
Prize(s) To Be Awarded: SPORTS TICKETS

Amount of Donation: 5 Date of Drawing: 10/17/11 Specific Time: 3 PM

Place of Drawing: DOVER CHAMBER

\* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited. Information on these requirements may be found at [http://doi.nh.gov/publications/charitable\\_forms.html](http://doi.nh.gov/publications/charitable_forms.html).  
\*\* NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA

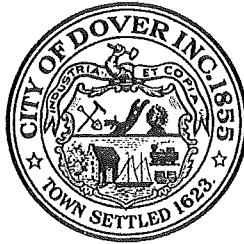
\*\*\*NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

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

Signature: [Signature] Date: 8/29/11

Licensing Board approval: [Signature] Date: 8/31/11  
Revised 03/17/08

All set w/ AG's office.



DOVER CITY CLERK

2011 AUG 30 A 10:55

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: FIRST PARISH CHURCH CONGREGATIONAL, UCC

How Long Has Organization Been in Existence: 377 yrs

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

Contact Person: Diane J. Fiske Telephone: 603-749-0933

Address: 8 Arrowbrook Rd, Dover NH

Purpose of Permit: QUILT RAFFLE; Goods + Services Raffle (Penny Raffle)

Date of Event: Nov. 19, 2011 Specific Time: 9:00 am - 3:00 pm

Location of Event: 218 Central Avenue, Dover

\*\*\*\*\*

(Raffle Permit only) Prize (s) To Be Awarded: Handmade Quilt; Goods provided by local merchants

Amount of Donation: \$100 ticket Date of Drawing: Nov. 19, 2011 Specific Time: 3:00 pm

Place of Drawing: First Parish Church - Nazareth Hall

\* 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.

Information on these requirements may be found at http://doj.nh.gov/publications/charitable\_forms.html.

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

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

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Signature: Diane J. Fiske Date: 8/27/11

Police Department approval [Signature] Date: 9/7/11

COUNCIL MEETING DATE:

All set with NM AG's office Revised (08/01/07)

Revised



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: Grace Community Church

Federal Tax ID number for Organization 02-0368729

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

Contact Person: Nancy Hellmann Day Time Telephone: 603-312-2719

Address: 159 Rochester Hill Rd Rochester NH Email Address nhellmann@yahoo.com

Purpose of Permit: Raffle for Apple Harvest / Fundraiser for international aid projects

Date of Event: October 1, 2011 Specific Time: 8:30 am to 4pm

Location of Event: downtown Dover

\*\*\*\*\*

(Raffle Permit only)

Prize (s) To Be Awarded: Gift Baskets - food, tickets, gift certificates, etc.

Amount of Donation: \$1 / ticket Date of Drawing: October 1st Specific Time: 4pm

Place of Drawing: Apple Harvest Day booth

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

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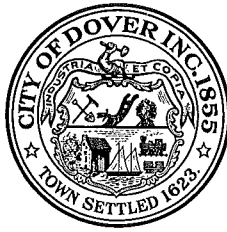
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I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Nancy Hellmann Date: 8/24/11

Licensing Board approval [Signature] Date: 8/31/11 Revised 03/17/08

All set w/ AG's office



RECEIVED  
CITY CLERK  
DOVER

APPLICATION  
CITY OF DOVER, NEW HAMPSHIRE

2011 AUG 22 P 4: 54

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

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

Organization Name: Dover Little Green Cheerleading

Federal Tax ID number for Organization: 26-2543466

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

603-866-1811

Contact Person: Diane McCombie Day Time Telephone: 603-436-6111 x132

Address: 8 Deepwood Drive, Dover NH Email Address dianemccombie@comcast.net

Purpose of Permit: Tagging

Date of Event: September 29<sup>th</sup> 30<sup>th</sup> + October 1<sup>st</sup> Specific Time: Sept 29<sup>th</sup> 30<sup>th</sup> 4-8pm / October 1<sup>st</sup> 8AM-8pm

Location of Event: Various Business in Dover

*(Raffle Permit only)*

Prize (s) To Be Awarded: \_\_\_\_\_

Amount of Donation: \_\_\_\_\_ Date of Drawing: \_\_\_\_\_ Specific Time: \_\_\_\_\_

Place of Drawing: \_\_\_\_\_

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

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

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

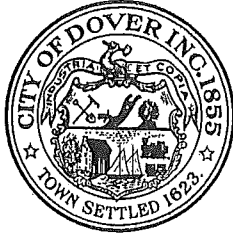
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I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: [Signature] Date: 8/17/11

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

All set with my AG's office  
[Signature]



2011 AUG 25 P 3:05

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Prime Time All Star Boosters

Federal Tax ID number for Organization:

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

Contact Person: Colleen Perry Day Time Telephone: 842-4437

Address: 11 Danielle Lane Dover NH Email Address: best\_friends@comcast.net

Purpose of Permit: Tagging

Date of Event: Sept 16-18 Specific Time: 7:00am - 8:00pm

Location of Event: Dunkin Donuts, Janes Smiley's, Liarr store, Tedeschi's, Shaws

Prize (s) To Be Awarded:

Amount of Donation: Date of Drawing: Specific Time:

Place of Drawing:

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

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

Signature: Colleen Perry Date: 8/25/11

Licensing Board approval [Signature] Date: 8/31/11

Revised 03/17/08

All set w/ AG's office DC



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.09.14 – 133**  
Resolution Re: Award of Additional Scope of Services  
B08043 Central Ave and WDH Access Management Plan

**WHEREAS:** The City of Dover had solicited Request for Qualifications B08043 for design Services in developing an Access/Safety/Efficiency Management Plan for the Central Avenue Corridor with Wentworth Douglass Hospital from Old Rochester Rd to Merry St. and were opened 2/1/08 @ 2:00PM and council awarded to Sebago Technics in the amount of \$39,849; and

**WHEREAS:** In March 2010, Sebago Technics, Inc forwarded an updated proposal outlining eight tasks for the next phase of the larger Central Ave corridor and other signals throughout the City project in the total amount of \$205,050.00. As there were limited funds available at the time, the recommendation was to complete tasks 1-4 in the amount of \$72,650.00, known as Phase I; and

**WHEREAS:** FY12 CIP authorized \$206,000 appropriation for the Central Ave Corridor Signalization project and in August 2011, Sebago Technics forwarded an updated proposal outlining 13 tasks for the Phase II. The funding available will allow completion of Tasks 1-7. The proposal is 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 Sebago Technics, Inc of Westbrook, ME in the amount of \$206,000 at corresponding rates provided August 26, 2011. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
4012.1.180.43122.4715.03351.12.000.000.700	TIP SignalizationCentral Ave	206,000.00	206,000.00

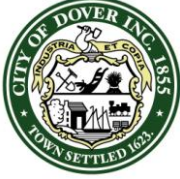
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Dean Trefethen  
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 - 2011.09.14 – 133**  
Resolution Re: Award of Additional Scope of Services  
B08043 Central Ave and WDH Access Management Plan

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Dean Trefethen		
Deputy Mayor, Karen Weston, 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 Dennis Ciotti , At Large		
Total Votes:		
Resolution does   does not pass.		



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2011.09.14 – 133**  
Resolution Re: Award of Additional Scope of Services  
B08043 Central Ave and WDH Access Management Plan

### RESOLUTION BACKGROUND MATERIAL:

The City of Dover approved revisions to the site plan for Wentworth-Douglass Hospital which included both new facilities and parking provisions. The City also has before it an application for medical office facilities to be constructed across the street from the hospital complex in the Office zoning district that will utilize the same corridor sections as the hospital and other existing adjacent medical offices. The City of Dover has recently restriped the Central Avenue corridor to provide for turning lanes and center turning lanes where possible to channelize traffic to increase efficiency and enhance safety.

The project corridor is situated near exit 9 off the Spaulding Turnpike and is accessible from said exit through the NH Rte 9/Rte. 108 corridor through the Weeks Crossing intersection. Existing land use in the corridor is characterized by hospital use, adjunct medical office use, transitional residential and multifamily residential use and commercial uses to the north of the subject corridor section.

The purpose of an access/safety/efficiency management plan is to increase capacity and improve safety. A corridor access/safety/efficiency plan can help insure that existing capacity can be preserved over the long term, while at the same time providing necessary coordinated vehicular access to new development along the hospital section of the Central Avenue corridor. Functional integrity and safety of the corridor must be maintained, while the public and private needs for service to adjacent land parcels can be accommodated as long as said service is well planned and coordinated among stakeholders.

When the initial “Hospital” corridor section along Central Avenue was completed by Sebago, it became apparent that the entire corridor and all adjunct signal groups in the City were in need of central coordination and optimization. Previously, a change order funded Phase I of the work required to undertake the City’s signal system upgrade program comprehensively was approved by the Council. The ultimate goal is to communicate with and manage, on a real-time basis, all signal facilities using the new central computer and MarcNX software, while eventually expanding existing Signal Groupings and creating new ones. In addition, each phase of the project has and will include providing telephone modem drops at all outlying isolated signals so that communications can also be achieved with these intersections, as well.

The proposal for Phase I dated August 18, 2010 from Sebago Technics in the amount of \$72,650 was approved via council resolution R2010.08.25-114-13A10. Tasks 1-4 contained in the Phase I agreement and contract has been substantially completed with a few minor exceptions at the current time. These minor tasks will be completed prior to moving forward with Phase II, which is the subject of this resolution.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.6.**

Resolution Number: **R - 2011.09.14 – 133**  
Resolution Re: Award of Additional Scope of Services  
B08043 Central Ave and WDH Access Management Plan

The updated proposal for Phase II dated August 26, 2011 from Sebago Technics in the amount of \$206,000 is under separate attachment to this resolution in the online agenda materials.

Each of these phases was awarded to Sebago Technics based upon their intimate engineering knowledge of the City’s signal system, timings, phases, coordination plans and approach volumes at differing times of the day. These available data and plans makes it much more cost efficient to waive the bidding procedure process and award the continuing project phase to Sebago Technics, Inc. of Westbrook, Maine.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	56	<b>Number of Responses:</b>	8 and 6 nb
<b>Warranty:</b>	none	<b>Terms:</b>	Net 30, FOB Dover
<b>Prices will hold for:</b>	Until Completion	<b>Estimated Delivery:</b>	2011
<b>Recommended Award to:</b>	Sebago Technics Inc	<b>Fund:</b>	TIP
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid



## 2011-12 CIP Program

**Date:** August 26, 2011  
**Project:** 09109  
**To:** Doug Steele  
Bill Boulanger  
**From:** Stephen S. Sawyer, Jr., P.E., Vice President, Transportation Services  
**cc:** Ken Miller, Electric Light Company (via Email)

---

The purpose of this memo is to outline a traffic signal system capital program for the upcoming CIP budget year of 2011-2012. It is our understanding that the City Council approved a budget for this fiscal year totaling \$206,000 for this line item. This memo presents a detailed list of prioritized tasks that will be carried out for the allotted funding. I have added budgetary costs to each item to see how the numbers add up. These numbers are only approximate at this point, though, given that many of the details are not known at this time.

### Item 1 – Existing Signal System Group 1 (Weeks Crossing) - \$24,000

- Establish remote communications (modem or other means) for traffic control and volume data retrieval. Assumes new dual channel modem plus labor for hook-up. \$7,500
- Replace existing loop amplifiers with new dual channel EDI Oracle 2EC counting amplifiers so the 24/7 turning movement count data could be collected at Indian Brook Drive and Central Avenue to allow for timing plan refinements throughout the year. Assume new 11 - dual channel amplifiers with labor to install. \$11,000
- Add generator hook up for cabinet at Central at Indian Brook Drive. \$3,000
- Fine tune new signal timings. \$2,500

*Note: this work should be scoped and sent to NHDOT with explanation to see if cost sharing is possible.*

### Item 2 – Existing Signal System Group 2 (Hannaford's) - \$34,500

- Replace existing interconnect wiring from Glenwood to Morin for communication stability. Much of this is aerial. \$6,000
- Replace existing broken conduit within the Glenwood intersection to allow for installing new wiring so that concurrent pedestrian phasing would be possible. Assumed 200' at \$20/ft. \$4,000
- Add pedestrian equipment to allow for concurrent ped phasing at this intersection. Primarily providing a 2nd push button per ramp – now the phasing is exclusive so there is only 1 button per ramp. This improvement will allow for improved traffic

flow during heavier times of the day when pedestrian calls occur. Assumed four additional 4' mounting posts with push buttons and additional wiring. Also, the installation of appropriate signage alerting drivers to watch for peds in the crosswalks when turning. \$8,500

- Replace existing loop amplifiers with new dual channel EDI Oracle 2EC counting amplifiers so the 24/7 turning movement count data could be collected at Glenwood and Central Avenue to allow for timing plan refinements throughout the year. Assume new 6 - dual channel amplifiers with labor to install. \$5,500
- Upgrade communications to be able to retrieve volume count data from the loop amplifiers. Assumes new dual channel modem plus labor for hook-up. \$7,500
- Add generator hook up for cabinet at Central at Hannaford's. \$3,000

### **Item 3 – Old Rollinsford Road Signal - \$7,500**

- Establish remote access to counting loop amplifier data that is currently being collected in the cabinet. Assumes new dual channel modem plus labor for hook-up. \$7,500

### **Item 4 – Create Signal System Group 3 (Downtown Central Avenue) - \$56,800**

- Develop five new timing plans for these four signals based on Turning Movement Counts taken in Phase 1 during the fall of 2010 – weekday AM, mid-day, PM, weekend mid-day, and free. This investigation will also explore the possibilities of eliminating some signals in the Upper Square. Deploy and fine tune the new timings. \$15,500
- Replace the master controller cabinet in the Upper Square because it is in bad shape due to being hit several times. \$17,000
- Investigate signal head changes in Lower Square involving the SB LT via the slip ramp. Can we use a flashing yellow arrow that turns to red when there is a ped call? Assumed new signal heads and reprogramming. \$5,000
- Repair broken loop detection. Assumed four at \$1,200. \$4,800
- Radio interconnect was repaired this year and is currently functioning fine.
- A modem exists in the master cabinet – confirm that this is in working order and will be able to transmit count data back to Central – replace if necessary. Assumes new dual channel modem plus labor for hook-up. \$5,000
- Replace existing loop amplifiers in Upper and Lower Square with new dual channel EDI Oracle 2EC counting amplifiers so the 24/7 turning movement count data would be collected for this system and timing plans refined throughout the year. Assume new 6 - dual channel amplifiers with labor to install. \$6,500
- Add generator hook up for master cabinet. \$3,000

### **Item 5 – Create Signal System Group 4 (4 signals on Route 108 in the area of Exit 7) - \$43,000**

- Confirm that existing interconnect is functional. \$500
- Confirm the functionality of existing loop detection – replace as necessary. Assume four broken loops. \$4,800

- Collect turning movement counts at these four intersections, as well as the intersection of Central and 108 to see if it should be added to this system. Five time periods will be collected (AM, mid-day, school departure, PM, and Weekend mid-day). Develop six new timing plans for these four signals – weekday AM, mid-day, school departure, PM, weekend mid-day, and free. Deploy and fine tune the new timings. Note: these new plans will need to be approved by NHDOT. \$3,500 for counts, \$4,500 for the plans, and \$3,500 for deployment. \$11,500
- See if Strafford County RPC has ATR data for this corridor that would be useful in establishing our Time of Day schedules for this system. If not, see if they could do this for us or we will arrange for it to be done along with the turning movement counts. Assume we have to contract out for this information. \$1,200
- Install additional copper interconnect cable if Central and Route 108 is to be added to the system. Assume 1,200'. \$7,500
- Establish communications with this system to the central computer – modem or by other means. Assumes new dual channel modem plus labor for hook-up. \$7,500
- Replace existing loop amplifiers in two intersections with new dual channel EDI Oracle 2EC counting amplifiers so the 24/7 turning movement count data would be collected for this system and the timing plans can be refined throughout the year. Assumes seven new dual-channel amplifiers with labor to install. \$7,000
- Add generator hook up for master cabinet. \$3,000

**Item 6 – Create Signal System Group 5 (3 signals on Silver at Central, Locust, and Arch) in anticipation of a future CIP Street Reconstruction Project - \$13,200**

- Collect turning movement counts at these three intersections. Four time periods will be collected (AM, mid-day, PM, and Weekend mid-day). Evaluate the merits of coordination among these signals. Assume that coordination would be beneficial and develop five new timing plans for these three signals – weekday AM, mid-day, PM, weekend mid-day, and free. Deploy and fine tune the new timings. \$2,000 for counts, \$6,500 for the plans, and \$3,500 for deployment. \$12,000
- See if Strafford County RPC has ATR data for this corridor that would be useful in establishing our Time of Day schedules for this system. If not, see if they could do this for us or we will arrange for it to be done along with the turning movement counts. Assume we have to contract out for this information. \$1,200

**Item 7 – Set up Central Computer and MarcNX databases - \$27,000**

- Install software on City’s laptop and configure system for basic operations. \$4,000
- Set up and import existing timings for all 33 signals in Dover, including four of NHDOT’s, for archival purposes. \$4,000
- Establish remote access for City staff, Electric Light, Ocean State Signal, and Sebago Technics using LogMeIn “free” software. We believe we can work around the fact that we will not be able to directly transfer files from Central to our office with the free software. If this becomes a problem we may want to discuss a software upgrade. \$1,500



- Establish a list of alarms that want to be monitored and determine who shall be notified on a regular basis. Sebago will work with City staff to generate a daily operational plan with communication protocols, including set up of automatic alarm notifications from the MarcNX software. \$5,500
- Create traffic volume count data retrieval and archiving procedures. \$5,500
- Set up post-process data retrieval information procedures for regular system reporting to City staff. \$6,000
- Work with City IT to create regular data back-ups. \$500
- Develop a Proposal for providing the City with Annual Signal System Operations Management. \$0

**Item 8 – Provide Generator Hook Up for Knox Marsh Road at Littleworth**

- Add generator hook up for cabinet.

**Item 9 – Monitor Changes at Exit 6 as a result of the new bridge by NHDOT**

**Item 10 – Consider Creating a System along Indian Brook Drive in cooperation with NHDOT**

**Item 11 – Pedestrian Signal Equipment**

Determine with the City the merits and priority of upgrading all intersections within the downtown area with MUTCD and ADA compliant pedestrian signal equipment. This would include the provision of countdown signal heads, APS push buttons with audible locator tones, audible crosswalk messaging.

*Note: There is not sufficient funding to address this Item in this CIP.*

**Item 12 – Communications with the 14-15 Non-System “Isolated” Signals**

Determine the cost-benefit of establishing remote communications with these locations for maintenance purposes.

*Note: This Item is considered low priority and will be addressed in future CIPs.*

**Item 13 – Video Detection**

A discussion was held in Phase 1 about video detection and the City was not interested in this technology at that time. This topic should possibly be revisited – even if experimentally. This topic should be addressed early on in the Program because if remote streaming of the video is

seen as a benefit, then the current plans for remote communications and system interconnection will need to be revisited. Fiber optic or some means of high speed data transfer will be important. A mesh network may be possible as well.

*Note: An on-site demonstration was provided by GridSmart in July to view this technology and its appropriateness for Dover.*

### Summary

Item 1 Weeks Crossing	\$ 24,000
Item 2 Hannaford's	\$ 34,500
Item 3 Old Rollinsford Road	\$ 7,500
Item 4 Downtown Central Avenue	\$ 56,800
Item 5 Route 108 Signals at Exit 7	\$ 43,000
Item 6 Silver Street System	\$ 13,200
Item 7 Central Office Set-up and Management Systems	<u>\$ 27,000</u>
	\$206,000

You can see from the above Summary that Items 1-7 will likely consume the extent of the budgeted funds for the 2011-2012 CIP Budget. Items 8 - 12 will have to be deferred until the 2012-13 CIP.

A decision on Item 13 could change the specifics of our approach in several areas, but we won't know the impact of this item until after we have a demonstration of the video equipment and evaluate the different requirements for our system's communication backbone.

### Closing

Items 1-7 appear to be achievable during this year's CIP. Close management of the funds will be crucial. However, if we are able to convince NHDOT to cost share in the upgrade of Weeks Crossing, we may some added funding to do more. In any event, we will provide you monthly status reports throughout the year on our progress and as we get through the first four items, I think we will have a better handle on what we need to do to keep in line with our allotted funding.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.09.14 - 134**

Resolution Re: **Dover Ice Arena Agreement – Leach Brothers**

WHEREAS: The City of Dover is the owner of land and improvements known as the Dover Ice Arena located at 110 Portland Avenue, Dover, NH; and

WHEREAS: Leach Brothers is an experienced operator of sports schools and sports instruction in the region with an extensive track record of providing excellent instruction and training to area youth regarding the sport of hockey and other sports; and

WHEREAS: Leach Brothers seeks to construct a 2,100 square foot building addition to the Dover Ice Arena at no cost to the taxpayers of the City in order to operate a sports school and training facility for youth players and adults, focusing on hockey and utilizing the facilities of the Dover Ice Arena and Dover Pool; and

WHEREAS: Leach Brothers intend to construct additional space to the Dover Ice Arena according to specifications approved by the City, and once completed, to donate the newly constructed additional building space to the City at no cost to the City.

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

The City Manager is authorized to sign a Joint Development Agreement and associated documents with the Leach Brothers consistent with the documents attached to this resolution.

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Deputy Mayor Karen Weston  
Councilor Gina Cruikshank

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 – 2011.09.14 - 134**

Resolution Re: **Dover Ice Arena Agreement – Leach Brothers**

### DOCUMENT HISTORY:

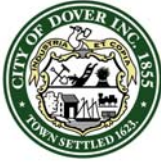
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Dean Trefethen		
Deputy Mayor, Karen Weston, 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 Dennis Ciotti, At Large		
Total Votes:		
Resolution does   does not pass.		

### RESOLUTION BACKGROUND MATERIAL:

Contained in the Joint Development Agreement



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## JOINT DEVELOPMENT AGREEMENT DOVER ICE ARENA

**NOW COME** the **CITY OF DOVER, NEW HAMPSHIRE**, (hereinafter referred to as “the City”), a municipal corporation with a principal place of business at 288 Central Avenue, Dover, New Hampshire 03820, and **LEACH BROTHERS HOCKEY, LLC**, (hereinafter referred to as “Leach Brothers”), a New Hampshire limited liability corporation with a principal place of business at \_\_\_\_\_,

**WHEREAS**, the City is the owner of land and improvements known as the Dover Ice Arena located at 110 Portland Avenue, Dover New Hampshire 03820; and

**WHEREAS**, the Leach Brothers is an experienced operator of sports schools and sports instruction in the region with an extensive track record of providing excellent instruction and training to area youth regarding the sport of hockey and other sports; and

**WHEREAS**, Leach Brothers seeks to construct a 2,100 square foot building addition to the Dover Ice Arena at no cost to the taxpayers of the City in order to operate a sports school and training facility for youth players and adults, focusing on hockey and utilizing the facilities of the Dover Ice Arena and Dover Pool; and

**WHEREAS**, Leach Brothers intend to construct additional space to the Dover Ice Arena according to specifications approved by the City, and once completed, to donate the newly constructed additional building space to the City at no cost to the City. The additional space will be designed and constructed in a style consistent with the current appearance of the Dover Ice Arena; and

**WHEREAS**, Leach Brothers will provide adequate performance security for the construction of the additional space to the Dover Ice Arena with a bank issued Letter of Credit in an amount equal to the value of the cost of construction with appropriate reductions in the amount of the Letter of Credit as the construction progresses; and

**WHEREAS**, the City has an interest in entering a public-private partnership approved by the Dover City Council after public comment and discussion without the use of property tax dollars; and

**WHEREAS**, Leach Brothers seek to lease back the additional space from the City after donating the additional building space to the City by Quitclaim Deed which will completely release all claims of the Leach Brothers for the cost of the construction of the additional space; and



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**WHEREAS**, Leach Brothers will enter into a Commercial Lease for renting the additional space at market rates with a rent credit in the first five (5) years; and

**WHEREAS**, Leach Brothers also seeks to continue its past practice of renting substantial ice time at the Dover Ice Arena at market rates.

**NOW THEREFORE**, the City and Leach Brothers enter into this agreement to construct additional space at the Dover Ice Arena according to City oversight and specifications, to donate the additional space to the City after completion of construction, to lease back the newly constructed space while recovering its investment through a rent credit over the course of the first five (5) years of a Commercial Lease and to rent ice time upon the following terms and conditions:

## **I. OVERVIEW OF THE PUBLIC-PRIVATE PARTNERSHIP**

The partnership is a public-private partnership consisting of the City of Dover New Hampshire and the Leach Brothers, a well-known and experienced family group providing hockey instruction and other sports training to area youth and adults. The purpose of the partnership is the construction, donation and lease back of additional building space at the Dover Ice Arena and the rental of substantial ice time at the Dover Ice Arena on a year round basis.

The land on which the Dover Ice Arena is located is owned by the City of Dover. Currently, the City of Dover operates an ice arena with two (2) sheets of ice at its athletic facility located on Portland Avenue in the City of Dover. The Dover Ice Arena is adjacent to the Jenny Thompson outdoor swimming facility and the Guppy Park softball facility.

The Leach Brothers own and operate hockey instruction and sports training schools at various locations in the region.

The key components of the public-private partnership are:

- Construction of approximately 2,100 square feet of additional building space by the Leach Brothers adjacent to the Dover Ice Arena using private funding acquired by the Leach Brothers, and at no cost to the City of Dover;
- Due diligence efforts by the City and the Leach Brothers including a financial feasibility analysis and design consultant paid for by the Leach Brothers ;
- Permits and approvals obtained and paid for by Leach Brothers;



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- Construction of a 2,100 square foot addition based on architectural and engineering plans obtained and paid for by Leach Brothers and approved by the City;
- Donation of the newly constructed building space to the City of Dover after qualifying for and obtaining a certificate of occupancy issued by City staff including the installation of all major systems of the building;
- Leasing of the newly constructed additional building space by Leach Brothers for a minimum of five (5) years with an option to renew; leasing rates shall be based on \$7 per square foot triple net with a 3% annual increase in rent; credit to the Leach Brothers on the rent payment obligations of the lease consisting of the building construction value estimated at \$75,000 over the course of the initial five (5) year term of the lease term; market rents shall apply to the lease agreement;
- Rental of ice time at the Dover Ice Arena at market rates by Leach Brothers during the summer season at market rates;
- Performance security provided by the Leach Brothers.

## **II. DOCUMENTS INCORPORATED INTO THIS AGREEMENT**

- a. Development Schedule: Exhibit A
- b. Quitclaim Deed (Donation of Building to the City): Exhibit B
- c. Commercial Lease: Exhibit C
- d. Ice Time Agreement: Exhibit D
- e. Performance Guaranties: Exhibit E
- f. Indemnification Agreement; Exhibit F

## **III. LEACH BROTHER'S RESPONSIBILITIES, AGREEMENTS, COVENANTS AND CONTINGENCIES:**

As part of this Agreement, the Leach Brothers agree to the following covenants and agreements. All responsibilities herein shall be at the sole expense of the Leach Brothers in accordance with the Development Schedule set forth in Exhibit A of this document, unless otherwise noted.

1. **Construction:** Leach Brothers agree to construct additional building space adjacent to or attached to the Dover Ice Arena in the approximate amount of 2,100 square feet consistent with the approved plans and specifications of the project approved in advance by the City according to the Development Schedule attached as Exhibit A.



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2. **Financial Projections:** Leach Brothers agree to obtain financial projections to ascertain the feasibility of the project. All communications and reports of the financial feasibility shall be available to the parties and the public except proprietary information.
3. **Design, Development Permitting, and Construction:** Leach Brothers shall undertake the design, development permitting, and construction of all required on-site improvements necessary to facilitate development of the project.
  - 3.1. **Approval of the Design by the City:** The design of the project shall be approved by the City with the assistance of an independent design consultant, if necessary, paid for by the Leach Brothers.
  - 3.2. **Construction Oversight by the City:** The construction of the project shall be overseen on behalf of the City using city staff to protect the interests of the City. Leach Brothers shall be responsible for supplying construction oversight to protect its interests. Access to the building site shall be available to City staff at all reasonable times.
  - 3.3. **Insurance:** Leach Brothers shall maintain comprehensive liability insurance for the construction project during the course of the construction naming the City as an additional insured. A copy of the insurance policies shall be supplied to the City prior to start of construction. The policies shall provide the City thirty (30) days notice of cancellation.
4. **Development Financing:** Leach Brothers shall be responsible for securing all financing required for construction of the improvements associated with the project.
5. **Conveyance of the Building Space to the City upon Completion of the Project:** Leach Brothers agree to convey to the City the additional building space within thirty (30) days of issuance by the City of the Certificate of Occupancy.
  - 5.1. **Quitclaim Deed:** The conveyance shall be accomplished by Quitclaim Deed substantially in the form of Exhibit B.
  - 5.2. **Price:** The price of the conveyance shall be zero evidencing a donation of the building by the Leach Brothers to the City at no cost to the taxpayers.
6. **Government Approvals:** Leach Brothers shall obtain all required permits and approvals for the development of the building space. All permits and approvals shall be acceptable and satisfactory to the City in its reasonable discretion. Leach Brothers shall receive the permits and approvals within the time frames of the Development Schedule set forth in **Exhibit A**. In the event Leach Brothers has not received all the permits and approvals,



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despite good faith efforts, Leach Brothers may extend the process of obtaining permits and approvals up to six (6) months provided Leach Brothers continue to actively pursue said permits and approvals.

7. **Reports, Studies and Reference Materials:** Leach Brothers shall furnish to the City copies of all environmental reports, structural surveys, financial reports and forecasts, geotechnical data and other reference materials relevant to the project.
8. **Commercial Lease:** Leach Brothers agree to execute a Commercial Lease in substantially similar form as the Commercial Lease attached to this agreement as Exhibit C.
9. **Ice Time Agreement:** Leach Brothers agree to execute an Ice Time Agreement in substantially similar form as the Commercial Lease attached to this agreement as Exhibit D.
10. **Letter of Credit:** Leach Brothers agree to provide an irrevocable Letter of Credit from a financial institution to secure the performance of the construction of the building within ten (10) days of the execution of this agreement. The Letter of Credit may reduce as the construction of the building progresses based on the approval of the City.

#### **IV. CITY RIGHTS, RESPONSIBILITIES, OBLIGATIONS AND AGREEMENTS:**

As part of this Agreement, the City agrees to the following covenants and agreements.

- 5.1 **Cooperation of the City during Government Approvals:** The City agrees to cooperate with Leach Brothers in obtaining all permits and approvals but the parties acknowledge the independence of all City boards, commissions and committees during the approval process. No representations are made by the City regarding the actions and deliberations of the boards, commissions and committees of the City of Dover including but not limited to City inspection staff.
- 5.2 **Review of Design Plans:** The City shall have the right to review and approve the design and plans for the project. The City may approve the design plans, if in its sole discretion, the plans are satisfactory to the City.
- 5.3 **Construction Oversight:** The City shall have the right to inspect and approve the construction of the project during the course of construction using the services of its own staff. The City shall provide interim approvals in writing to Leach Brothers that the project is being constructed in accordance with the approved designs and plans. Except for defects discovered upon final inspection prior to closing, such written approvals of the plans and specifications and of the completed stages of



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construction shall be conclusive evidence (for the purpose of establishing a precondition to closing) that the building has been constructed as required by the City.

5.4 **Submission to and Approval by the City Council; Conduct of Public Hearing Prior to Execution of a Commercial Lease.** The City agrees to bring a resolution to the Dover City Council seeking Council approval of a multi-year Commercial Lease substantially similar to the lease attached to this agreement.

**V. REPRESENTATIONS AND WARRANTIES**

The parties acknowledge the signatories to this agreement are duly authorized to sign on behalf of the respective parties.

**VI. DEFAULT REMEDIES**

6.1 Leach Brothers grant permission to the City to obtain the funds described in the Letter of Credit upon thirty (30) days written notice to Leach Brothers of a default by the Leach Brothers in the terms of this agreement. Leach Brothers shall have ten (10) days to cure any default. Leach Brothers grant permission to the City to complete the construction of the building addition to the Dover Ice Arena upon obtaining the funds described in the Letter of Credit.

6.2 The Leach Brothers waive all claims for compensation or damages for the construction value of the building in the event the provisions of the rent credit contained in the Commercial Lease are not fully experienced by the Leach Brothers due to the actions or inactions of the Leach Brothers.

**VII. OPPORTUNITY FOR REVIEW**

7.1 **Both parties have had the opportunity to review the provisions of this agreement and all accompanying documents with professionals of their own choosing in order to gain an understanding of the contents of all documents contained in this agreement.**

**LEACH BROTHERS HOCKEY, LLC**

**CITY OF DOVER**

\_\_\_\_\_  
Duly authorized

\_\_\_\_\_  
Duly authorized

**PUBLIC HEARING OF THE DOVER CITY COUNCIL \_\_\_\_\_**

**APPROVED BY THE DOVER CITY COUNCIL ON \_\_\_\_\_**

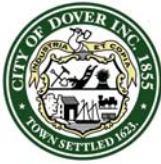


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## **JOINT DEVELOPMENT AGREEMENT DOVER ICE ARENA**

### **EXHIBIT A: DEVELOPMENT SCHEDULE**



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## JOINT DEVELOPMENT AGREEMENT DOVER ICE ARENA

### EXHIBIT B: QUITCLAIM DEED

#### QUITCLAIM DEED

LEACH BROTHERS HOCKEY, LLC, a New Hampshire limited liability company with a principal mailing address of \_\_\_\_\_, its successors and assigns,

grants to the CITY OF DOVER, a municipal corporation with a principal mailing address of 288 Central Avenue, Dover, Strafford County, New Hampshire, the owner of land and improvements known as the Dover Ice Arena located at 110 Portland Avenue, Dover, New Hampshire

and pursuant to a Joint Development Agreement dated \_\_\_\_\_ with QUITCLAIM COVENANTS, all right title and interest in a 2,100 square foot building facility connected to the Dover Ice Arena, on property owned by the City of Dover more specifically described in warranty deed of Jeremy B. Guppy to The City of Dover dated July 12, 1913 and recorded in the Strafford County Registry of Deeds, at Book \_\_\_\_\_ Page \_\_\_\_\_ as follows:

Certain tracts or parcels of land situated on Atlantic Avenue in said Dover being numbered sixty-two (62), sixty-three (63), sixty-four (64), sixty-five (65), ninety-four (94), ninety-five (95), ninety-six (96), and ninety-seven (97) on a Plan of Atlantic Heights (so called) made by C.A. Thayer, dated August 1909, recorded in Strafford County Registry of Deeds Book 354, Page 501-reference to which is hereby made for further particulars and description. Being the same property conveyed to Clarence M. Ricker by the Credit Foncier Canadien, by its deed dated May 22, 1913 and conveyed by Clarence M. Ricker to Jeremy B. Guppy by deed dated July 9, 1913 and recorded in Strafford County Registry of Deeds Book 368, Page 163. Said property is subject, however, to the restriction mentioned in deed of the Credit Foncier Canadien to Clarence M. Ricker reference to which is hereby made. Nevertheless, this deed is made upon the express condition that the above described premises shall be used as a Public Park under the name of Highland Park and that said Park shall be well taken care of, and upon the failure of said City to use said premises for public park purposes TO HAVE AND TO HOLD the said granted premises, with all the privileges and appurtenances to the same belonging, to it the said City of Dover, its successors and assigns, to it and its only proper use and benefit forever.

Leach Brothers Hockey, LLC intends to construct additional space to the Dover Ice Arena according to specifications approved by the City, and once completed, to donate the newly constructed additional building space to the City at no cost to the City.



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This is a non-contractual conveyance and not subject to tax stamps.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

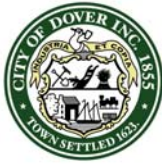
LEACH BROTHERS HOCKEY, LLC

\_\_\_\_\_  
Duly Authorized

STATE OF NEW HAMPSHIRE  
Strafford, ss.

The foregoing Quitclaim Deed was acknowledged before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 2011 by \_\_\_\_\_, Duly Authorized by Leach  
Brothers Hockey, LLC.

\_\_\_\_\_  
Notary Public/Justice of the Peace



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## JOINT DEVELOPMENT AGREEMENT DOVER ICE ARENA

### EXHIBIT C: COMMERCIAL LEASE

#### COMMERCIAL LEASE AGREEMENT

This Commercial Lease Agreement (the "Lease") is made and effective as of \_\_\_\_\_, 2012, by and between the City **OF DOVER, NEW HAMPSHIRE** (hereinafter referred to as "the City") and **LEACH BROTHERS HOCKEY, LLC** a New Hampshire limited liability company (hereinafter referred to as "Leach Brothers").

**WHEREAS**, the City is the owner of land and improvements commonly known as the Dover Ice Arena and identified as 110 Portland Avenue, Dover, NH 03820 ; and

**WHEREAS**, Leach Brothers, with the permission of the City and pursuant to a Joint Development Agreement dated \_\_\_\_\_ has agreed to construct at Leach Brothers' expense a 2,100 square foot building facility connected to the Dover Ice Arena, as more specifically described in Exhibit A, attached hereto and incorporated herein (the "Leased Premises"); and

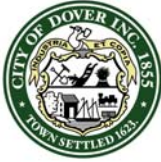
**WHEREAS**, the City acknowledges that it will receive substantial benefits and improvements to the Dover Ice Arena from Leach Brothers' construction of the Leased Premises, including, but not limited to, ownership of the Leased Premises; and

**WHEREAS**, as a condition to constructing the Leased Premises, the City desires to lease the Leased Premises to Leach Brothers after its construction, and Leach Brothers desires to lease the Leased Premises from the City for the term, at a market rental rate and upon the covenants, conditions and provisions herein set forth.

**NOW WHEREFORE**, in consideration of the mutual promises herein contained and other good and valuable consideration, it is agreed:

1. **Term.**

A. The City agrees to lease the Leased Premises to Leach Brothers, and Leach Brothers agrees to lease the same from the City, for an "Initial Term" of FIVE (5) years, beginning on \_\_\_\_\_ and ending on \_\_\_\_\_2017.



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B. Leach Brothers may renew the Lease for three (3) extended terms of FIVE years each (the “Renewal Terms”). Leach Brothers shall exercise each renewal option, if at all, by giving written notice to the City not less than nine (9) months prior to the expiration of the Initial Term or succeeding renewal term. Each new Renewal Term shall be at existing market rental rates existing at the time of the renewal request for comparable commercial spaces in the seacoast area with a mutually agreed escalation of rents provisions, but otherwise upon the covenants, conditions and provisions substantially the same as provided in this Lease.

2. **Rent**

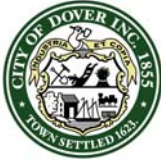
A. The City acknowledges that Leach Brothers is investing Seventy-five Thousand Dollars (\$75,000.00) of its own funds to construct the Leased Premises. In order to offset Leach Brothers’ construction expenses, to encourage Leach Brothers to undertake construction of the Leased Premises, and to acknowledge the economic development benefits to the City, Leach Brothers shall pay to the City during the Initial Term rent as follows:

1. **Basic Rent.** Leach Brothers shall pay to the City an annual rent charge starting at Fourteen thousand seven hundred dollars (\$14,700) in the first year in equal monthly installments of \$1,225 per month payable on the first day of each month. The rent is calculated on a rate of seven dollars (\$7) per square foot triple net subject to the provisions of Paragraph 9. Rent shall increase at the rate of 3% per annum on the annual anniversary of the beginning of the Initial Term including each renewal term thereafter. The annual rent for the Initial Term shall be:

- i. **Year One rent:** \$14,700.00
- ii. **Year Two rent:** \$15,141.00
- iii. **Year Three rent:** \$15,595.22
- iv. **Year Four rent:** \$16,063.08
- v. **Year Five rent:** \$16,544.97

2. **Construction Value Credit.** Leach Brothers shall receive a credit on the rent payment to the City in the total amount of Seventy-five Thousand Dollars (\$75,000) over the course of the Initial Term of five (5) years according to the following schedule:

- i. **Year One rent credit:** \$14,700.00
- ii. **Year Two rent credit:** \$14,700.00
- iii. **Year Three rent credit:** \$14,700.00
- iv. **Year Four rent credit:** \$14,700.00
- v. **Year Five rent credit:** \$16,200.00



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3. The parties hereto agree to negotiate in good faith the rental payments for each renewal term prior to the end of the Initial Term, or existing renewal term, to establish the rent for the Leased Premises based on market rates for similar locations with rent escalation provisions on an annual basis.
4. Changes in the construction cost of the Leased Premises incurred by the Leach Brothers and approved by mutual agreement shall result in an adjustment of the rent credit provisions over the course of the Initial Term. In no event, shall the City pay cash to the Leach Brothers for the value of the construction, or the construction costs, of the building. All reimbursement shall be in the form of a rent credit.
5. The Leach Brothers waive all claims for compensation or damages for the construction value or market value of the building in the event the provisions of the rent credit contained in the Commercial Lease are not fully experienced by the Leach Brothers due to the actions or inactions of the Leach Brothers.

B. Each installment rent payment shall be due in advance on the first day of each calendar month during the Initial Term and any Renewal Terms to the City at **288 Central Ave, Dover, NH 03820** or at such other place designated by written notice from the City to Leach Brothers. The rental payment amount for any partial calendar months included in the Lease term shall be prorated on a daily basis.

### 3. Use

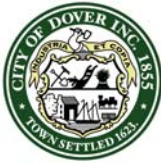
The Leased Premises shall be used for the year round training of athletes aged seven and up in the sport of hockey, or any other legal sport or fitness activity as determined by Leach Brothers. Leach Brothers shall not use the Leased Premises for the purposes of storing, manufacturing or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device.

### 4. Sublease and Assignment.

Leach Brothers shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part without the City's consent, such consent not to be unreasonably withheld or delayed.

### 5. Repairs.

During the Initial Term or Renewal Terms, Leach Brothers shall make, at Leach Brothers' expense, all necessary routine maintenance repairs to the Leased Premises. Routine maintenance



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repairs shall include, but not be limited to, repairs of floors, windows, walls, ceilings, and other parts of the Leased Premises damaged or worn through occupancy. Repairs of the major functional systems of the Leased Premised premises including the roof and mechanical systems shall be maintained by the City after the original construction and the issuance of the Certificate of Occupancy.

#### **6. Alterations and Improvements.**

Leach Brothers shall construct the Leased Premises pursuant to Exhibit A. Leach Brothers, at Leach Brothers' expense, shall have the right following the City's consent to remodel, redecorate, and make improvements and replacements of and to all or any part of the Leased Premises from time to time as Leach Brothers may deem desirable, provided the same are made in a workmanlike manner and utilizing good quality materials. Leach Brothers shall not have the right to change the roof and mechanical systems referred to in Paragraph 5. Leach Brothers shall have the right to place and install personal property, trade fixtures, equipment and other temporary installations in and upon the Leased Premises, and fasten the same to the premises. All personal property, equipment, machinery, trade fixtures and temporary installations, whether acquired by Leach Brothers at the commencement of the Lease term or placed or installed on the Leased Premises by Leach Brothers thereafter, shall remain Leach Brothers' property free and clear of any claim by the City. Leach Brothers shall have the right to remove the same at any time during the term of this Lease provided that all damage to the Leased Premises caused by such removal shall be repaired by Leach Brothers at Leach Brothers' expense.

#### **7. Property Taxes.**

Leach Brothers shall pay property taxes to the City on the Leased Premises pursuant to RSA 72:23. Failure of Leach Brothers to pay the duly assessed real estate taxes when due shall be cause to terminate this Lease by the City.

#### **8. Insurance.**

A. If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act or negligence of Leach Brothers or any of Leach Brothers' agents, employees or invitees, rent shall not be diminished or abated while such damages are under repair, and Leach Brothers shall be responsible for the costs of repair not covered by insurance.

B. The City shall maintain fire and extended coverage insurance on the Dover Ice Arena and the Leased Premises in such amounts as the City shall deem appropriate. Leach Brothers shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.



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C. Leach Brothers and the City shall, each at its own expense, maintain a policy or policies of comprehensive general liability insurance with respect to the respective activities of each in the Leased Premises with the premiums thereon fully paid on or before due date, issued by and binding upon some insurance company approved by the City, such insurance to afford minimum protection of not less than \$1,000,000.00 combined single limit coverage of bodily injury, property damage or combination thereof. The City shall be listed as an additional insured on Leach Brothers' policy or policies of comprehensive general liability insurance, and Leach Brothers shall provide the City with current Certificates of Insurance evidencing Leach Brothers' compliance with this Paragraph. Leach Brothers shall obtain the agreement of Leach Brothers' insurers to notify the City that a policy is due to expire at least thirty (30) days prior to such expiration. The City shall not be required to maintain insurance against thefts within the Leased Premises or the Dover Ice Arena.

#### 9. Utilities.

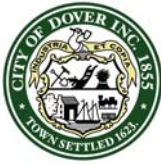
Due to the expected minimal utility use by Leach Brothers, the City shall pay all charges for water, sewer, and electricity used by Leach Brothers on the Leased Premises during the Initial term unless otherwise expressly agreed in writing by the City. This provision is based on the representations of the level of use of the Leased Premises and the current design. Substantial change in the utility use by Leach Brothers based on the current representations of use shall require a re-negotiation of the provisions regarding the payment of utility charges and fees. Leach Brothers shall pay for all telecommunications, internet and cable television services for the Leased Premises.

#### 10. Signs.

Leach Brothers shall have the right to place on the Leased Premises, at locations selected by Leach Brothers, any signs that are permitted by applicable zoning ordinances subject to the approval of the City. Prior to installment, the City may refuse consent to any proposed signage that is in the City's sole discretion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises or use of any other tenant. No electronic message centers or similar signs or signs with moving light patterns shall be permitted. Leach Brothers shall repair all damage to the Leased Premises resulting from the removal of signs installed by Leach Brothers.

#### 11. Entry.

The City shall have the right to enter upon the Leased Premises at reasonable hours with twenty-four (24) hour advanced notice to inspect same, provided the City shall not thereby unreasonably interfere with Leach Brothers' business on the Leased Premises. Notwithstanding the foregoing, in the event of an emergency, the City shall have the right to enter upon the Leased Premises without prior notice.



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## 12. **Parking.**

Leach Brothers shall have the non-exclusive use in common with the City, other tenants of the Dover Ice Arena their guests and invitees, of the non-reserved common automobile parking areas, driveways, and footways, subject to rules and regulations for the use thereof as prescribed from time to time by the City.

## 13. **Building Rules.**

Leach Brothers shall comply with the rules of the City Ice Arena adopted and altered by the City from time to time and shall cause all of its agents, employees, invitees and visitors to do the same. All changes to such rules shall be sent by the City to Leach Brothers in writing. The initial rules for the City Ice Arena are attached hereto as Exhibit "B" and incorporated herein for all purposes.

## 14. **Damage and Destruction.**

If the Leased Premises or any part thereof or any appurtenance thereto is so damaged by fire, casualty or structural defects that the same cannot be used for Leach Brothers' purposes, then Leach Brothers shall have the right within ninety (90) days following damage to elect by notice to the City to terminate this Lease as of the date of such damage.

In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for Leach Brothers' purposes, parties shall promptly repair such damage subject to the repair provisions of Paragraph 5. In making the repairs called for in this paragraph, the City shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor or other matters which are beyond the reasonable control of the City. Leach Brothers shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable or unfit for occupancy, or use, in whole or in part, for Leach Brothers' purposes. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to Leach Brothers. The provisions of this paragraph extend not only to the matters aforesaid, but also to any occurrence which is beyond Leach Brothers' reasonable control and which renders the Leased Premises, or any appurtenance thereto, inoperable or unfit for occupancy or use, in whole or in part, for Leach Brothers' purposes.

## 15. **Default.**

If default shall at any time be made by Leach Brothers in the payment of rent when due to the City as herein provided, and if said default shall continue for thirty (30) days after written notice thereof shall have been given to Leach Brothers by the City, or if default shall be made in any of



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the other covenants or conditions to be kept, observed and performed by Leach Brothers, and such default shall continue for thirty (30) days after notice thereof in writing to Leach Brothers by the City, without correction thereof then having been commenced and thereafter diligently prosecuted, the City may declare the term of this Lease ended and terminated by giving Leach Brothers written notice of such intention, and if possession of the Leased Premises is not surrendered, the City may reenter said premises. The City shall have, in addition to the remedy above provided, any other right or remedy available to the City on account of any Leach Brothers default, either in law or equity. The City shall use reasonable efforts to mitigate its damages.

16. **Quiet Possession.**

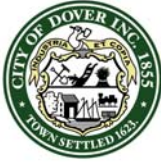
The City covenants and warrants that upon performance by Leach Brothers of its obligations hereunder, the City shall keep and maintain Leach Brothers in exclusive, quiet, peaceable and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease.

17. **Condemnation.**

If any legally, constituted authority condemns the City Ice Arena or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and the City and Leach Brothers shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority.

18. **Subordination.**

Leach Brothers accepts this Lease subject and subordinate to any mortgage, deed of trust, donation restriction or other lien presently existing or hereafter arising upon the Leased Premises, or upon the Dover Ice Arena and to any renewals, refinancing and extensions thereof, but Leach Brothers agrees that any such mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this Lease on such terms and subject to such conditions as such mortgagee may deem appropriate in its discretion. The City is hereby irrevocably vested with full power and authority to subordinate this Lease to any mortgage, deed of trust or other lien now existing or hereafter placed upon the Leased Premises of the Building, and Leach Brothers agrees upon demand to execute such further instruments subordinating this Lease. In the event that Leach Brothers should fail to execute any instrument of subordination herein required to be executed by Leach Brothers promptly as requested, Leach Brothers hereby irrevocably constitutes the City as its attorney-in-fact to execute such instrument in Leach Brothers' name, place and stead, it being agreed that such power is one coupled with an interest. Leach Brothers agrees that it will from time to time upon request by the City execute and deliver



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to such persons as the City shall request a statement in recordable form certifying that this Lease is unmodified and in full force and effect (or if there have been modifications, that the same is in full force and effect as so modified), stating the dates to which rent and other charges payable under this Lease have been paid, stating that the City is not in default hereunder (or if Leach Brothers alleges a default stating the nature of such alleged default) and further stating such other matters as the City shall reasonably require.

19. **Security Deposit.**

Due to the fact that Leach Brothers is self-financing the construction of the Leased Premises with no financing from the City, there shall be no requirement that Leach Brothers provide a Security Deposit for the Initial Term.

20. **Notice.**

Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to the City, to:

City Manager  
City of Dover  
288 Central Avenue  
Dover, NH 03820

If to Leach Brothers, to:

Leach Brothers Hockey, LLC  
PO Box 922  
Portsmouth, NH 03802

The City and Leach Brothers shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

21. **Brokers.**

Leach Brothers represents that Leach Brothers was not shown the Leased Premises by any real estate broker or agent and that Leach Brothers has not otherwise engaged in, any activity which could form the basis for a claim for real estate commission, brokerage fee, finder's fee or other similar charge, in connection with this Lease.



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22. **Waiver.**

No waiver of any default hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by the City or Leach Brothers shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

23. **Recording of Lease.**

The parties hereto contemplate that this Lease shall be filed for record.

24. **Headings.**

The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

25. **Successors.**

The provisions of this Lease shall extend to and be binding upon the City and Leach Brothers and their respective legal representatives, successors and assigns.

26. **Consent.**

The City shall not unreasonably withhold or delay its consent with respect to any matter for which the City's consent is required or desirable under this Lease.

27. **Performance.**

If there is a default with respect to any of the City's covenants, warranties or representations under this Lease, and if the default continues more than sixty (60) days after notice in writing from Leach Brothers to the City specifying the default, Leach Brothers may, at its option and without affecting any other remedy hereunder, cure such default and deduct the cost thereof from the next accruing installment or installments of rent payable hereunder until Leach Brothers shall have been fully reimbursed for such expenditures, together with interest thereon at a rate equal to the lesser of three percent (3%) per annum or the then highest lawful rate. If this Lease terminates prior to Leach Brothers' receiving full reimbursement of the construction cost, the City shall pay the unreimbursed balance to Leach Brothers on demand.

28. **Compliance with Law.**

Leach Brothers shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to Leach Brothers' use of the Leased Premises. The City shall comply

with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

**29. Governing Law and Venue.**

This Lease has been executed in and shall be governed by the laws of the State of New Hampshire. Venue for any dispute shall lie in the state or federal courts situated in Strafford County, New Hampshire.

**30. Final Agreement.**

This Lease terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Lease may be modified only by a further writing that is duly executed by both parties.

**31. Counterparts; Facsimile Signatures.**

This Lease may be signed by each party hereto upon a separate copy in which event all of said copies shall constitute a single counterpart of this Lease. This Lease may be executed in any number of counterparts, each of which shall be deemed an original, and it shall not be necessary in making proof of this Lease to produce or account for more than one such counterpart. Any party may execute and deliver this Lease by fax signature, which shall have the same binding effect as an original ink signature.

**32. Attorney's Fees.**

Each party shall pay its own legal fees and disbursements and other expenses incurred in connection with this Lease. If litigation is brought concerning this Lease, the prevailing party shall not be entitled to receive from the non-prevailing party attorneys' fees and/or expenses.

**IN WITNESS WHEREOF**, the parties have executed this Lease as of the day and year first above written.

**Witness**

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

Name: \_\_\_\_\_

**City of Dover**

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_



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**Witness**

**Leach Brothers Hockey, LLC**

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

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

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

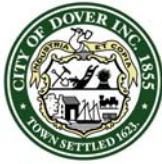


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## **JOINT DEVELOPMENT AGREEMENT DOVER ICE ARENA**

### **EXHIBIT D: ICE TIME AGREEMENT**



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## JOINT DEVELOPMENT AGREEMENT DOVER ICE ARENA

### EXHIBIT E: PERFORMANCE GUARANTY

#### IRREVOCABLE LETTER OF CREDIT

Letter of Credit No.

Date:

Beneficiary: City Manager  
City of Dover, New Hampshire  
288 Central Avenue  
Dover, New Hampshire 03820

Attn:

Account:

To the above beneficiary:

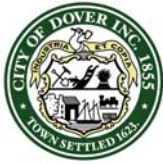
We, (name of bank) hereby issue this Letter of Credit in your favor. We authorize you to draw upon us in the aggregate amount not to exceed (state the amount)(\$ for the account of (name of account holder).

This irrevocable Letter of Credit is required by you to insure the satisfactory completion of (state the performance to be secured).

The performance shall be completed by: (insert date)

**AUTOMATIC DISBURSEMENT.** The proceeds of this Letter of Credit shall automatically be sent to the beneficiary within thirty (30) days of the date for performance stated above unless the beneficiary notifies the bank in writing that performance has been satisfactorily completed.

The beneficiary may also request the proceeds of the Letter of Credit in whole or in part by notifying the bank in writing to (insert name and address of bank official). All requests for disbursements must be signed by (state name of the authorized representative of the beneficiary). Requests shall be made in person by an authorized representative of the beneficiary or sent by certified mail with a certified copy of the Letter of Credit.



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Each draft must bear upon its face the notation "Drawn under the Letter of Credit No. \_\_\_\_\_ of the (Name of Bank) showing in the space provided the number of this Letter of Credit. Partial drawings are permitted.

This Letter of Credit shall not be transferred.

This Letter of Credit SHALL EXPIRE ON:

This Letter of Credit shall be valid and effective upon its execution by the Bank by a duly authorized officer of the Bank.

NAME OF BANK  
(address)

BY: DULY AUTHORIZED

\_\_\_\_\_

STATE OF NEW HAMPSHIRE

Strafford, ss.

DATE:

Personally appeared, before me, the undersigned notary public, the above-named \_\_\_\_\_, proved to me through satisfactory evidence of identification to be the person whose name is signed on the above document and acknowledged to me that \_\_\_signed this document voluntarily for its stated purpose.

\_\_\_\_\_

Name  
Notary Public  
My Commission expires:

SEAL



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## JOINT DEVELOPMENT AGREEMENT DOVER ICE ARENA

### EXHIBIT F: INDEMNIFICATION AGREEMENT

#### INDEMNIFICATION AGREEMENT

Leach Brothers, LLC agrees to indemnify, defend and hold harmless the City of Dover, for:

(a) any bodily injury, property damage, accident, fire, loss, theft or other casualty to or involving **Leach Brother** its agents, employees, contractors or consultants, users and spectators resulting from **construction of an addition to the Dover Ice Arena and the operation of a sports training facility** involving the provisions of a **Joint Development Agreement and Commercial Lease**;

(b) any breach by **Leach Brothers** of its obligations under these agreements. **Leach Brothers** obligations to indemnify, defend and hold harmless the **City of Dover** and each indemnitee provided herein shall survive the expiration of this Agreement and shall continue to and until the last to occur of (i) the last date permitted by law for the bringing of any claim or action with respect to which indemnification may be claimed or (ii) the date on which all claims or actions for which indemnification may be claimed are fully and finally resolved and, if applicable, with respect to each such claim and action, any compromise thereof or judgment or award thereon is paid in full by **Leach Brothers**; and the **City of Dover** and applicable indemnitee is reimbursed for any amounts paid and compromised thereof or upon a judgment or award thereon and in defense of such action or claim. The Indemnified Parties shall promptly, within no later than thirty (30) days, notify **Leach Brothers** in writing upon receipt of any claim, or upon learning of any threatened or alleged claim that the indemnified Parties believe is subject to indemnification under this agreement and for which they seek indemnification hereunder. **Leach Brother** shall provide a defense to the Indemnified Parties with counsel reasonably acceptable to the Indemnified Parties. The Indemnified Parties shall cooperate with **Leach Brothers** in defending any claims for which indemnification is sought and make available witnesses, documents and materials as may be reasonably necessary for the defense of the indemnified matter.

#### LEACH BROTHERS, LLC

\_\_\_\_\_  
Duly Authorized  
DATE:



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.09.14 – 135**  
Resolution Re: **Close Out the School District Media Access Center Joint Building Committee**

WHEREAS: The School District Media Access Center Joint Building Committee was formed and the project started in April 2010 with a total budget for the project at \$351,902.20; and

WHEREAS: The School District Media Access Center Joint Building Committee has completed the construction of the School District Media Access Center consisting of three rooms on the third floor of the McConnell Center at a final cost of \$334,418.81; and

WHEREAS: The project has resulted in \$17,483.39 in unexpended funds; and

WHEREAS: The School District Media Access Center Joint Building Committee has submitted a Final Report related to the financial matters of the construction of the School District Media Access Center to the City Council and the School Board; and

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

1. The Final Report of the School District Media Access Center Joint Building Committee is received and acknowledged; and
2. The unexpended funds in the amount of \$17,483.39 consisting of school impact fees shall forthwith be returned to the municipality for placement in the Dovernet fund; and
3. The dissolution of the School District Media Access Center Joint Building Committee is acknowledged.

### AUTHORIZATION

Sponsored by: Mayor Trefethen

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.09.14 – 135**  
Resolution Re: **Close Out the School District Media Access Center Joint Building Committee**

### DOCUMENT HISTORY:

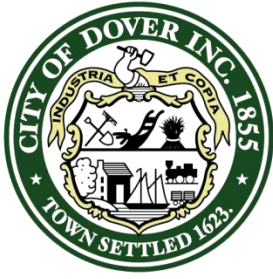
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

### 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.		

### RESOLUTION BACKGROUND MATERIAL:

A vote of the School Board to accept the transfer of the building and to accept the Final Report was passed on August 22, 2011.



Final report of the

# **Joint Building Committee,**

School District Media Access Center

June 27, 2011

Joint Building Committee members:

**Parks L. Christenbury, III, Chair**

**Dean Trefethen, City Council**

**Audra Lurvey, School Board**

**Sarah Fisher Fuller**

**Aviva Grasso**

**Kirt Schuman**

## FINAL REPORT RELATING TO MEDIA ACCESS CENTER

### CONSTRUCTION AND RELATED FINANCIAL MATTERS

Pursuant to RSA 199:4-a, the Joint Building Committee is in existence until this report is submitted and upon the return of unexpended funds. The Committee recognizes this final report related to the construction and related financial matters pursuant to RSA 199:4-a of the School District Media Access Center Joint Building Committee and the remaining fund balance in the Dovertnet fund and agrees that these two functions are the sole purpose for remaining in existence and upon passage of this resolution with the corresponding actions will formally dissolve the School District Media Access Center Joint Building Committee.

This final report relating to construction and related financial matters finalizes all construction and activities of the Committee on behalf of the direction of the City of Dover, City Council and the Dover School Board.

Wherein on April 7, 2010 the City Council appointed its apportionment of City Representation to the School District Media Access Center Joint Building Committee, and on April 12, 2010, the School Board appointed its apportionment of the School District Media Access Center Joint Building Committee, according to RSA 199:3. The School District Media Access Center Joint Building Committee consisted of Deputy Mayor Dean Trefethen, School Board member Audra Lurvey and residents Parks Christenbury, Kirt Schuman, Aviva Grasso and Sarah Fisher Fuller.

The School District Media Access Center Joint Building Committee first met on April 26, 2010, with the purpose and authority to oversee the construction of studio facilities and installation of equipment for a Media Access Center at the McConnell Center. The Media Access Center is to serve the needs of School Administrative Unit #11 and the City of Dover.

The School District Media Access Center Joint Building Committee selected a project manager to oversee the renovation and construction of three rooms on the third floor of the McConnell Center. These rooms would comprise the School District Media Access Center and would include School Board Chambers, a conference room, office and control room for the delivery and broadcast of the City of Dover's two access channels. The School District Media Access Center Joint Building Committee also selected vendors to equip and furnish the space, to specification.

In November, 2010, all major construction was completed. The construction was managed by Martini Northern and was completed satisfactorily and on budget.

Equipment was installed and engineered over the next three months. The School District Media Access Center Joint Building Committee authorized the purchase of additional equipment to meet the needs of the SAU, as well as improve the Media Access Center's capabilities.

The School Board met for the first time in the new School Board Chambers on April 25, 2011. In addition to a new location for televised School Board meetings, the Media Access Center is already providing additional meeting space to the SAU, the City of Dover and various boards and groups. The Media Access Center has also allowed for the activation of a second access channel, Channel 95, which is devoted to education. The public meetings of the School Board, City Council and Planning Board are now archived online and available for on demand viewing.

The total budget for the project was **\$351,902.20**. These funds were derived from cable franchise fees collected by the City and set aside for the eventual construction of a School District Media Access Center.

The funds expended break down as follows:

Initial construction and renovation of space: **\$162,200.00**;

Change orders: **\$1,754.25**;

Data, wiring and additional electrical work: **\$9,152.54**;

Broadcast and multimedia equipment, hardware, software and services:  
**\$126,028.96**;

All furnishings: **\$35,283. 06**.

The final meeting of the School District Media Access Center Joint Building Committee was held on June 27, 2011. The project came in **\$17,483.39** under budget; the final cost was **\$334,418.81**.

Funds appropriated from the Dovertet fund were not fully expended and therefore, any savings from this project shall remain in the fund.

Respectfully submitted,

Parks L. Christenbury, III

Chair, School District Media Access Center Joint Building Committee



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.3.**

Resolution Number: **R – 2011.09.14 – 136**  
Resolution Re: **Franklin Plaza**

- WHEREAS: The City of Dover is part of a statewide Enhanced 911 emergency reporting system; and
- WHEREAS: The United States Postal Services recognizes and delivers mail addressed to a location commonly known as Franklin Plaza in the City, yet this location is not formally recognized as an official street name; and
- WHEREAS: The property owner and all current tenants of Franklin Plaza have petitioned city officials to formally recognize Franklin Plaza as a street name.

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

The segment of roadway adjoining what is commonly known as Franklin Plaza, which extends from the intersection of Main and Chapel Streets to the intersection of Central Avenue and Second Street, shall be named Franklin Plaza.

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Deputy Mayor Karen Weston

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.3.

Resolution Number: **R – 2011.09.14 – 136**  
Resolution Re: **Franklin Plaza**

## DOCUMENT HISTORY:

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

## DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Dean Trefethen		
Deputy Mayor, Karen Weston, 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 Dennis Ciotti, At Large		
Total Votes:		
Resolution does   does not pass.		

## RESOLUTION BACKGROUND MATERIAL:

Franklin Plaza is recognized by the United States Postal Service as a bona fide mailing address. This property contains at least four businesses. Franklin Plaza adjoins a small segment of roadway which connects the northerly tip of Main Street to the intersection of Central Avenue and Second Streets, where traffic can reverse direction onto Central Avenue southbound.

Franklin Plaza is not formally recognized as a street name in Dover. A concern has been raised regarding emergency response to this location under the auspices of the enhanced 911 system. Additionally, many GPS devices and mapping sites such as Google do not recognize “Franklin Plaza” as a destination because it is not part of the City’s mapping data; this has the potential to confuse motorists and potential customers of these businesses.

NH RSA 231:133-a, Address Numbers on Streets and Highways, states, “the governing body may adopt a system for assigning or altering address numbers of buildings and other property along any public or private way in the municipality. Prior to the actual assignation or alteration of numbers along any way or portion of any way the governing body or planning board shall hold a public hearing for which 10 days' notice has been given by posting in 2 public places in the municipality, by publication in a newspaper in circulation in the municipality, and by first class mail to all owners of property being numbered or renumbered, as indicated by town records. No public hearing shall be required where the property owner or owners voluntarily consent to their property being numbered or renumbered, as indicated by town records. Each municipality addressing numbers on streets and highways pursuant to this section is encouraged to notify the bureau of emergency communications of the changes in accordance with RSA 106-H:10.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.3.**

Resolution Number: **R – 2011.09.14 – 136**  
Resolution Re: **Franklin Plaza**

The Planning Director received a letter from Mr. Jeffrey Spires, one of the tenants of Franklin Plaza, petitioning for this street name to be accepted. The letter is signed by all current tenants of Franklin Plaza and is attached for the Council's reference. The only affected property owner, Mr. Charles Kageleiry, has also endorsed this proposal. Because all affected property owners have consented to this proposal, no public hearing is required.



8 Franklin Plaza Dover, NH 03820  
603.742.VIDS - www.SpiresVideo.com

7/28/2011

Chris Parker  
Planning Director  
288 Central Ave  
Dover, NH 03820

Mr. Parker:

I am writing to you in regards to the physical address of the "Franklin Plaza" office building, located in downtown Dover, NH.

Spires Video Services' mailing address is 8 Franklin Plaza, Dover, NH; however the mailing address does not exist on a map. Search engines, like Google, won't recognize the location "Franklin Plaza" as it's not part of the Dover, NH mapping data. As a result, people cannot get directions to the studio and other Franklin Plaza businesses.

A more troubling concern is NH911, which relies on mapping data to direct police / fire. Our mailing address is not on the state map which causes alarm as to how the Franklin Plaza block is located in an emergency.

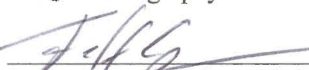
One solution I propose is to name the curve that connects Main Street & Central Ave, "Franklin Plaza". This pins all 4 tenants of Franklin Plaza (Yeastern Home Brew, Bedell Photography, Spires Video Services, Green Lotus Yoga) to a road on the map. It allows our businesses to be physically located on a map, and makes no change to our current mailing address which officially comes to "Franklin Plaza, Dover, NH".


I have attached a map to identify the street I am referring to, highlighted in red. I have not been able to locate any data on a name for this street, which tells me the proposal is most likely a possibility. Each tenant of Franklin Plaza has signed off on this proposal.


Thank you,  
Sincerely,

**Jeff Spires**  
Producer/Director

  
Bedell Photography

  
Spires Video Services, LLC

  
Yeastern Home Brew Supply

  
Green Lotus Yoga



Regional Credit Union

R P Ms

1st St

Cynthia Designs Studio

Acorn Organic Salon

All Critters Corner

Christopher's 3rd St Grill

My Liege Salon & Metrospa

Cafe On the Corner

Days Inn Dover/Durham

Pro Nails

American Resource Staffing

Fish Shanty

Tuxedos & Suits With Style

Chapel St

Alie Jewelers

Family Legal Services

Crimson Sky Nail Bar & Spa

Village Goldsmith Gallery

Franklin Pierce Hwy

Kendall Pond Pizza II

Jan Shopping Center

2nd St

Just the Thing

Tedeschi

Spires Video Services

Cartelli's Bar & Grill

Janetos Superette

Cocheco PrintWorks

Immigrants Park

Oriental Delight

9

4

4

9

9





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2011.09.14 – 137**  
Resolution Re: **2011 City Manager Evaluation**

- WHEREAS: The City Manager is the City of Dover's Chief Executive Officer, and the sole employee of the Dover City Council; and
- WHEREAS: An annual examination of the City Manager's performance by the City Council was conducted; and
- WHEREAS: A scoring system and comment analysis was completed by the Dover City Council for the City Manager's Performance Evaluation

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

The attached scoring sheet and comments be adopted by the Council for the FY 2011 evaluation of Dover City Manager J. Michael Joyal, Jr..

AND, FURTHER BE IT RESOLVED THAT:

In consideration of his past and continuing performance, Dover City Manager J. Michael Joyal, Jr. shall be provided with a merit increase of 1.9% in conjunction with a contractual minimum increase of 2.6%. The resulting overall 4.5% increase is to be applied to his annual base salary effective 7/1/2011.

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Dean Trefethen

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.4.

Resolution Number: **R – 2011.09.14 – 137**  
Resolution Re: **2011 City Manager Evaluation**

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2011.09.14 – 137**  
Resolution Re: **2011 City Manager Evaluation**

### RESOLUTION BACKGROUND MATERIAL:

Evaluation Scoring and Summary Comments attached