



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, October 12, 2011**
Meeting Time: **7:00pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
 - A. **CHAPTER 166, VEHICLES AND TRAFFIC: OLD ROCHESTER ROAD STOP SIGNS**
SPONSORED BY DEPUTY MAYOR WESTON
 - B. **B12011 AWARD OF APPEVALE INFRASTRUCTURE IMPROVEMENT PROJECT**
(REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR TREFETHEN BY REQUEST
 - C. **FISCAL YEAR 2012 BUDGET ADJUSTMENT 1**
(REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR TREFETHEN BY REQUEST
8. **CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
 - A. **September 28, 2011 – Regular Session**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING**
 1. **CHAPTER 166, VEHICLES AND TRAFFIC: OLD ROCHESTER ROAD STOP SIGNS**
SPONSORED BY DEPUTY MAYOR WESTON



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B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

- 1. B12011 AWARD OF APPEVALE INFRASTRUCTURE IMPROVEMENT PROJECT (REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 2. FISCAL YEAR 2012 BUDGET ADJUSTMENT 1 (REQUIRES A 2/3 MAJORITY VOTE)**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Stimilon International, LLC**
- 2. RESOLUTION: B12001 HVAC EQUIPMENT MAINTENANCE AND REPAIR SERVICES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 3. RESOLUTION: B12015 FOR SEGREGATION AND RECYCLING OF CONSTRUCTION DEBRIS AND DEMOLITION WASTE**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

- 1. LICENSE FOR 2012 POND HOCKEY TOURNAMENT**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 2. MERIT PLAN – CLASSIFICATION AND PAY PLAN**
SPONSORED BY MAYOR TREFETHEN BY REQUEST



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3. HEALTHTRUST PROGRAM

SPONSORED BY DEPUTY MAYOR WESTON

4. AWARD OF ADDITIONAL SCOPE OF SERVICES B09052 WWTP SLUDGE DEWATERING UPGRADE DESIGN SERVICES

SPONSORED BY MAYOR TREFETHEN BY REQUEST

5. TELECOMMUNICATIONS SERVICES - SWITCH UPGRADE

SPONSORED BY MAYOR TREFETHEN BY REQUEST

C. ORDINANCES IN 1ST READING

1. CHAPTER 166, VEHICLES AND TRAFFIC TRUCKY STREET TURNING RESTRICTION

(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 26, 2011)

SPONSORED BY DEPUTY MAYOR WESTON

14. COUNCIL CORRESPONDENCE

A. Letter from Howard Tuttle, dated September 18, 2011.

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT

CITY MANAGER'S REPORT

(TO BE PROVIDED)



CITY OF DOVER

CITY COUNCIL - MINUTES

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Meeting Time: **7:00pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Garrison led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

A. ELKS BENEVOLENT AND PROTECTIVE ORDER OF THE ELKS #0184

6. APPROVAL OF AGENDA

Deputy Mayor Weston moved to add the Dover Main Street Raffle to the Consent Calendar as Item 13.A.8.; seconded by Councilor Nedelka.

Vote: 9/0.

Councilor Cheney moved to add the letter from Howard Tuttle that was sent to the City Council. Mayor Trefethen said he did not receive it.

Councilor Cheney said she would submit the documents to the City Clerk after the meeting.

Mayor Trefethen said it could be put on the next City Council meeting agenda.

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

Vote: 9/0.

7. PUBLIC HEARINGS

A. FRANKLIN PLAZA

SPONSORED BY DEPUTY MAYOR WESTON

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

8. CITIZEN'S FORUM

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

Michael Crago, 11 Augusta Way: He introduced himself to the citizens as a candidate for City Councilor, Ward 3. He gave some background information about himself.



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Richard Callaghan, 32 Horne Street, Friends of Willand Pond Representative: He spoke about the two documents he handed out to the Council regarding the proposed Willand Pond Hockey Tournament.

David Scott, 220 Back Road: He spoke about the importance of property tax bills being issued before the November Municipal Election, and said they haven't been for the past three elections.

Sharon Callaghan, 32 Horne Street: She added to Richard Callaghan's comments that the proposed Willand Pond Hockey Tournament will have no costs to the City.

Donald Medbury, 3 Covered Bridge Lane: He spoke about the Local Government Center (LGC) investigation.

Richard Hebbard, 97 Spruce Lane: He spoke about the passing of EJ Bleiler.

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

9. CITY MANAGER'S REPORT

City Manager Joyal asked Mr. Ray Bardwell to speak about the "Save Our Bridge" project. Mr. Bardwell spoke about the passing of Mr. Bleiler and said everyone was still committed to completing the project. He gave an overview to the Council regarding their progress and fundraising events.

City Manager Joyal said his report in writing is regarding the Economic Development health of the City and activities in the Legal Department. He spoke about hydrant flushing over the next few weeks, which may cause a temporary loss of water pressure or water discoloration. He spoke about the City's participation in the Apple Harvest Day.

Councilor Cruikshank asked about the Willand Pond Hockey Tournament and the timeline. City Manager Joyal gave background information regarding the progress. He said it was an exciting event, but they want to make sure all public concerns are addressed. He intended to have a resolution on the October 12, 2011 agenda to approve this event, pending the public safety concerns, but with the time concerns maybe the Council can give him direction tonight.

Mayor Trefethen asked if the City Manager can give a conditional directive.

City Manager Joyal said that would be the easiest way to do it.

Councilor Cruikshank moved to give the City Manager direction to give conditional approval for the Willand Pond Hockey Tournament; seconded by Deputy Mayor Weston.

Councilor Nedelka said that it was his expectation that the company be held liable instead of the Friends of Willand Pond Committee.

Councilor Hooper spoke about her concerns with alcohol at the event.

Mr. Callaghan said intoxication issues will not be tolerated, and the police department will be on site to monitor the event.

City Manager Joyal spoke about jurisdiction issues.



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Councilor Ciotti said there are questions and issues that need to be addressed, but he was willing to give preliminary approval.

Mayor Trefethen asked the Council to email the City Manager with their concerns.

Councilor Garrison said he would like a legal contract.

Councilor Carrier said he was concerned with alcohol being allowed in coolers.

Mayor Trefethen asked for a vote to give conditional approval to the City Manager.

Vote: 9/0.

Mr. Bardwell gave more information to the Council regarding the "Save Our Bridge" project.

Mayor Trefethen asked the City Manager about when the City will be meeting with the Department of Revenue (DRA) to set the tax rate.

City Manager Joyal said they have not set an appointment at this time, but he doesn't expect the property tax bills to be late.

Deputy Mayor Weston asked about the letter sent to the LGC regarding the \$281,000, and if the City Manager has heard anything from them.

City Manager Joyal said the City's General Legal Counsel tried to contact them today, but didn't get through. He said they have followed up with a second communication.

Councilor Cruikshank asked about the City missing deadlines with the DRA, and if the City actually has missed deadlines.

City Manager Joyal said there are dates that are set for filing forms with the DRA, which is normally September 1st. He said the State recognizes that it's not always possible because of year-end audits.

Councilor Cheney asked why the City was late getting the information to the DRA.

City Manager Joyal said the City close the books on June 30th, but is still dealing with bills, tax liens, and other issues into September. He said once the audit is completed it will go to the State, and then they will set an appointment. He said again that he didn't expect the bills to be late.

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

Vote: 9/0.

10. APPROVAL OF MINUTES

A. September 14, 2011 – Regular Session

Mayor Trefethen asked if the Council had any changes they would like to make to the minutes.

Mayor Trefethen, seeing no response, asked for a vote on the approval of the minutes.

Vote: 9/0.



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11. MAYOR'S REPORT

Mayor Trefethen said he attended the annual meeting for the Greater Dover Chamber of Commerce, where they recognized new members and elected new officers. He reminded the citizens about Apple Harvest Day.

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

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING – None

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. FRANKLIN PLAZA

SPONSORED BY DEPUTY MAYOR WESTON

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

Deputy Mayor Weston gave an overview on this resolution.

Roll Call Vote: 9/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. PARADE – Horne Street School PTG

2. PARADE – Kiwanis Club of Dover

3. PARADE – Saint Mary Academy

4. RAFFLE – Cornerstone Tax Services, LLC to benefit Garrison Elementary School

5. RAFFLE – North Country Resource Conservation and Development Council

6. RAFFLE – Save Our Bridge

7. RESOLUTION: B09054 PURCHASE OF UNLEADED AND DIESEL FUEL

SPONSORED BY MAYOR TREFETHEN BY REQUEST

8. RAFFLE – Dover Main Street



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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

Deputy Mayor Weston moved to accept the Consent Calendar; seconded by Councilor Hooper. Mayor Trefethen asked the Council if they had any items they would like pulled for further discussion.

Councilor Ciotti referred to Item 13.A.6, and asked to have it signed.

Mayor Trefethen moved to pull Item 13.A.8.

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

Roll Call Vote: 9/0.

Mayor Trefethen moved to approve Item 13.A.8. pending the Licensing Board's approval; seconded by Councilor Cruikshank.

Vote: 9/0.

B. RESOLUTIONS

- 1. RESOLUTION: B12011 AWARD OF APPEVALE INFRASTRUCTURE IMPROVEMENT PROJECT (REQUIRES A 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 12, 2011) SPONSORED BY MAYOR TREFETHEN BY REQUEST**

Mayor Trefethen moved to refer to a public hearing on October 12, 2011; seconded by Councilor Nedelka.

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

Vote: 9/0.

Mayor Trefethen asked for a vote to refer the substituted resolution to a public hearing.

Vote: 9/0.

- 2. FISCAL YEAR 2012 BUDGET ADJUSTMENT 1 (REQUIRES A 2/3 MAJORITY VOTE) (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 12, 2011) SPONSORED BY MAYOR TREFETHEN BY REQUEST**

Mayor Trefethen moved to refer to a public hearing on October 12, 2011; seconded by Councilor Cheney.

Vote: 9/0.



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C. ORDINANCES IN 1ST READING

1. **CHAPTER 166, VEHICLES AND TRAFFIC: OLD ROCHESTER ROAD STOP SIGNS (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 12, 2011)** SPONSORED BY DEPUTY MAYOR WESTON

Deputy Mayor Weston moved to refer to a public hearing on October 12, 2011; seconded by Councilor Hooper.

Vote: 9/0.

14. COUNCIL CORRESPONDENCE

A. Letter from Raymond Bardwell, "Save Our Bridge," dated September 20, 2011.

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

Vote: 9/0.

Councilor Cheney spoke about the correspondence from Howard Tuttle, and said she was going to get copies to the entire Council, City Manager and the Police.

15. COUNCIL MATTERS OF INTEREST

Councilor Hooper referred to a phone call she received from a citizen, regarding speaking at the podium during Citizen's Forum. She said she respect all the people who speak during Citizen's Forum, even if their opinion differ from hers. She sent her condolences to EJ Bleiler's family. She said she does know of his generosity.

Councilor Cheney spoke about EJ Bleiler and his generosity. She said she will miss him.

Deputy Mayor Weston referred to a phone call she received from an Applevale resident, and his concerns regarding the sidewalks.

City Manager Joyal said there would be sidewalks on Hawthorne and Middlebrook, but not on Applevale.

Mayor Trefethen said the Council shows respect to the Council, and felt it was a two-way street. He said any correspondence is as equally important to them as coming to speak during Citizen's Forum.

16. ADJOURNMENT

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

Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2011.09.28 – 12**
Ordinance Title: **Old Rochester Road Stop Signs**
Chapter: **Chapter 166, Vehicles and Traffic**

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by changing the intersection of Old Rochester and Long Hill Roads from a two-way to a four-way stop.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-50 SCHEDULE C: “Stop Intersections” as follows:

THE FOLLOWING IS ADDED:

STOP SIGN ON:

OLD ROCHESTER ROAD

AT INTERSECTION OF:

LONG HILL ROAD

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

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		

DOCUMENT HISTORY:

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2011.09.28 – 12**
Ordinance Title: **Old Rochester Road Stop Signs**
Chapter: **Chapter 166, Vehicles and Traffic**

DOCUMENT ACTIONS:

VOTING RECORD		
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 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.		

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was endorsed by the Transportation Advisory Commission at its August 22, 2011 meeting following a recommendation of the Engineering, Planning and Police Departments.

The TAC has considered safety concerns, including recent crash statistics, pertaining to this four-way intersection. The Long Hill Road approaches are already governed by stop signs.

Section 2B.07 (Multi-Way Stop Applications) of the Manual of Uniform Traffic Control Devices indicates that when traffic control signals are justified, the multi-way stop may be used as an interim measure while arrangements are being made for signal installation. According to the Planning Department, traffic signal warrants are already met at this intersection and were recognized by the NH Department of Transportation during their engineering studies associated with the signal installation at New Rochester (Route 108) and Long Hill Road. Funding for a traffic signal at Old Rochester and Long Hill Roads has been added to the Capital Improvements Plan.

The estimated cost for implementation is between \$550 and \$650.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2011.09.28 – 139**
Resolution Re: **B12011 Award of Applevale Infrastructure Improvement Project**

WHEREAS: Request for bid B12011 was requested and received for the Applevale Area Infrastructure Improvement Project on September 15, 2011 @ 2:30pm; and

WHEREAS: Seven bid replies were received and low bid meeting specifications was submitted by SUR Construction in the amount of \$3,019,060.00. The objective of this project is to accomplish road and utility reconstruction of the Applevale area; and

WHEREAS: The city has identified certain CIP projects have been completed under budget and therefore there are unexpended bond proceed to be utilized toward other CIP projects.

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

The Purchasing Agent is hereby authorized to issue a purchase order to SUR Construction of Rochester NH given the rates provided in conjunction with B12011. The amount of this authorization shall be limited so as not to exceed available funding.

Financing				
Account	Description	Appropriation	Balance	PO Amt
5300.1.300.43320.4757.03579.10	Water Main Applevale	134,414.49	134,414.49	134,414.49
5300.1.300.43320.4757.03579.11	Water Main Applevale	200,600.00	200,600.00	182,770.51
5320.1.300.43250.4757.04553.11	Sewer Main Applevale	250,000.00	249,000.00	249,000.00
5320.1.300.43250.4757.04570.11	Sewer Infiltration mitigation	250,000.00	155,380.00	155,380.00
5320.1.300.43250.4757.04570.12	Sewer Infiltration mitigation	250,000.00	250,000.00	55,080.00
1000.1.300.43121.4715.00000.00	GF Streets	987,803.80	588,628.54	63,495.69
4010.1.300.43121.4751.03145.10	Applevale FY10	200,000.00	182,615.24	182,615.24
4011.1.300.43121.4751.03145.11	Applevale FY11	1,000,000.00	997,382.07	997,382.07
4012.1.300.43121.4751.03145.12	Applevale FY12	1,000,000.00	998,922.30	998,922.00

AND, FURTHER BE IT RESOLVED

The City Council appropriates funds as follows:

ACCOUNT	DESCRIPTION	APPROPRIATION	AVAIL. BOND PROCEEDS	AMT RE - PROGRAMMED
5300.1.300.43320.4757.03541.10.700	Water Main Rte 9 Bridge	\$300,000.00	\$134,414.49	(\$134,414.49)
5300.1.300.43320.4757.03579.10.700	Water Main Applevale			\$134,414.49
5300.1.300.43320.4757.03531.11.700	Gen Water Main Replacement	\$100,000.00	\$50,600.00	(\$50,600.00)
5300.1.300.43320.4757.03579.11.700	Water Main Applevale			\$50,600.00

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2011.09.28 – 139**
Resolution Re: **B12011 Award of Applevale Infrastructure Improvement Project**

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

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#: 12.C.1.

Resolution Number: **R - 2011.09.28 – 139**
 Resolution Re: **B12011 Award of Applevale Infrastructure Improvement Project**

RESOLUTION BACKGROUND MATERIAL:

The objective of this project is to accomplish road and utility reconstruction on the following streets: Hawthorne Road, Middle Brook Road, Newport Avenue, Kent Street, Applevale Drive, Winston Avenue, Salem Avenue, Stark Avenue. The work consists of new gravels, pavement, granite curbs, concrete sidewalks, pavement markings, replacement of existing drainage systems, repair and replacement of components of the existing sewer system, and repair and replacement of components of the existing water systems including hydrants and water services. Alternative 1 included additional sidewalk construction that had not been budgeted for.

Award Information:

A purchase order will be issued to SUR Construction to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	180	Number of Responses:	7
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	240 days from noa
Recommended Award to:	SUR Construction	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Bid Results

B12011	SUR Construction	C.S.S.I.	NE Earth Mechanics	John H Lyman & Sons	Jamco Excavators LLC	Gove Construction Services	DeFelice Corp
Base bid	3,019,060	3,070,230	3,238,397	3,241,440	3,377,063	3,486,041	3,771,733
Alt 1	81,390	79,595	67,899	92,340	73,500	103,915	61,515
Alt 2	54,785	55,429	46,977	62,165	50,125	70,890	46,020
Base + alt 1	3,100,450	3,149,825	3,306,296	3,333,780	3,450,563	3,589,956	3,833,248
Base + alt 2	3,073,845	3,125,659	3,285,374	3,303,605	3,427,188	3,556,931	3,817,753



CITY OF DOVER

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Resolution Number: **R - 2011.09.28 – 139**

Resolution Re: **B12011 Award of Applevale Infrastructure Improvement Project**

Vendor Solicitation List:

<p>Aberthaw Construction Company, Inc. AMB Custom Structures & Design American Flagging & Traffic Control Arthur Hartford Construction ARTT Remodeling and Property Maintenance LLC Barrett Drilling and Blasting LLC Barron Brothers Development Baybutt Construction Bell & Flynn, Inc. Bowen's Furniture Enhancement Bread Loaf Corporation Brown Industrial Group, Inc Busby Construction Co. Inc. Caley Corporation Careno Construction Co. CDM Century Mechanical Charters Brothers Construction Chris-Scott Construction Inc. ck landmark construction company CLD Consulting Engineers, Inc. Conneston Construction, Inc. Construction Summary Of NH CPM Constructors CSSI D.C.S. construction corp. Dale R. Sprague Construction Co., Inc. DeStefano & Associates, Inc. DiMatteo Construction Management Dodge Report Doucet Survey, Inc. Dowling Corporation durell enterprises E.J. Prescott, Inc. EI Technologies, LLC Engelwood Construction Co, Inc</p>	<p>Aggregate Recycling Corporation AHN Landscaping & Excavation Andrews Construction Co. Inc. Atlantic Excavating, LLC Bob Sherwood Landscape Co Brian Turgeon Excavating LLC Clean Venture, Inc. DBU Construction DeFelice Corporation DS SABINE LLC E Guimond Construction, LLC East Coast Excavating Inc. Felix Septic Service Four Corners Gove Construction Greater Dover Chamber of Com Green Environmental Inc. H.P. Fairfield, LLC hawkins construction corp Hissong Development Corporation J P Towle Construction Corp Jennifer M Cook Company Inc. JGE Enterprises, Inc. Joel Clough & Son Excavation Jungle Jim's Landscape & Garden JWB Trucking Landsite Corp lcg limited M. Bradsher Co. Inc. MacKinnon and Sons Excavating MARK VIENS & SONS EXCAVATING Martini Northern Matrix, Concrete, Inc. Mick Construction Corporation Millennium Granite Murphy Pipeline Contractors, Inc</p>	<p>Keymont Construction, Inc. Kingdom Contract Flooring Lewis Water Services Lyndes Carpet & Upholstery MacDonald Survey & Design Mark Carrier Construction, Inc Marshall Rental Center, Inc. Martinez Road Construction, Inc. McGowan Landscape, LLC Mills Construction Inc. National Water Main Cleaning Co. NH Blacktop Sealers, Inc. NICOM Coatings Corporation Nobis Engineering, Inc. Norman R Gagnon Construction North & South Builders North Branch Construction Northeast Masonry Corporation Northeast Restoration Northway Builders, Inc. Phipps Landscape Pike Project Resource Group, LLC Quality Fire Protection R. D. Edmunds & Sons, Inc. R.H. White Construction R.M. Piper, Inc. Raynor Door Authority of NE Reliable Restoration & Recovery Rescon Construction Services LLC Ricci Construction Rodney Brown, Sr.,Masonry & Building Contractor Rule Boston Camera Salmon Falls Woodworks Santorelli Construction Inc. Scherbon Consolidated, Inc</p>
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2011.09.28 – 139**

Resolution Re: **B12011 Award of Applevale Infrastructure Improvement Project**

<p>EnviroVantage F. L. Merrill Construction, Inc. Federal Construction Corp. FRANZOSO Land Stone Snow & Ice Fulcrum Associates, Inc. Ganneston Construction Corp. Glen Builders Inc. Graybar GZA GeoEnvironmental, Inc. Hannamith Contracting LLC Hanscom's Truck Stop Inc Harvey Construction Corporation Hi-Way Safety Systems, Inc. Horne Construction Hutter Construction Corporation Infinite Imaging J&B Granite and Stoneworks Jamco Excavators, LLC James J. Welch & Co., Inc. JGE Enterprises, Inc. JH Spain Commercial Services, LLC John H. Lyman & Sons, Inc. John Turner Consulting, Inc. Just Right Awnings an Signs Inc JWP & Sons Contracting, LLC</p>	<p>N. Pandelena Construction Natgun Corporation Nelson Communications Service NNEFS, LLC NorthEast Earth Mechanics, Inc. Northern New England Field Svs Pichette Brothers Const Piscataqua Landscaping Company Preload Inc. Randall Construction River Valley Dev. Corp. Rye Beach Landscaping LLC S. W. Cole Engineering, Inc. S.U.R. Construction Santorelli Construction Inc. Security Construction Services Select Excavation & Landscaping Spencer Trucking & Excavation SUR Construction T. Buck Construction, Inc Trimmers Landscaping Wayneslandscaping WDB Construction Weston & Sampson CMR, Inc.</p>	<p>Seacoast Crane & Building Co Sealcoating, Inc. Sealex Sebastian Septic Service LLC Security Construction Services Select Excavation & Landscaping Shepherd Painting & Restoration Signatures Spencer Trucking & Excavation Steve Sarette & Son Excavation, L Stone Waleryszak, LLC Sundance Sign Co. Super Floorz The Dirt Doctors TRB Development Group Inc. Turgeon Construction, Inc United Site Services Northeast Walker Specialties, Inc. Waterline Industries Corp. Wooden Window Repair and Restoration Yates Electric Service, Inc. YourSpace Home Improvement</p>
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.C.2.

Resolution Number: **R – 2011.09.28 – 140**
Resolution Re: Fiscal Year 2012 Budget Amendment #1

- WHEREAS: The City Council adopted the FY12 Budget on June 1, 2011; and
- WHEREAS: The New Hampshire State legislature authorized through House Bill 2 (Chapter 224, Laws of 2011) the State of New Hampshire to spend \$3.5 million in Fiscal Year 2012 to offset political subdivision employer contributions to New Hampshire Retirement System (NHRS) for Group I Teachers and Group II Police and Firefighters.
- WHEREAS: The City has received notification from NHRS that the City of Dover’s portion of the allocation of the \$3.5 million is \$71,764.15, consisting of \$20,125.91 for Group II Firefighters, \$13,038.34 for Group II Police, and \$38,599.90 for Group I Teachers.

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

Pursuant to C6-6 of the City Charter, the FY12 Budget is amended to appropriate the amount of \$71,764 to fund NHRS employer contributions for Police, Firefighters, and Teachers in Fiscal Year 2012. The FY12 budget is amended as follows:

<u>Account</u>	<u>Description</u>	<u>Adopted Budget</u>	<u>Amendment</u>	<u>Amended Budget</u>
APPROPRIATIONS:				
1000.1.210.42120.4230.00000	Police Ops - Retirement	\$ 405,890	\$13,038	\$ 418,928
1000.1.220.42220.4230.00000	F&R Suppr – Retirement	\$ 742,141	\$20,126	\$ 762,267
1000.1.600.46900.4950.00000	Education	\$41,638,606	\$38,600	\$41,677,206
REVENUES:				
1000.1.190.41991.3341.00000	Gen Govt – State Reimb.	\$0	\$33,164	\$ 33,164
1000.1.600.46900.3700.00000	Education Revenues	\$12,800,610	\$38,600	\$12,839,210

REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6. PUBLIC HEARING AND CITY COUNCIL VOTE TO BE SCHEDULED FOR OCTOBER 12, 2011.

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.C.2.

Resolution Number: **R – 2011.09.28 – 140**
Resolution Re: Fiscal Year 2012 Budget Amendment #1

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor 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.C.2.

Resolution Number: **R – 2011.09.28 – 140**

Resolution Re: Fiscal Year 2012 Budget Amendment #1

RESOLUTION BACKGROUND MATERIAL:

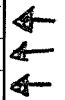
Each year there are amounts appropriated in the City budget for payments associated with NHRS employer contributions for Group I Teachers, and Group II Police and Firefighters.

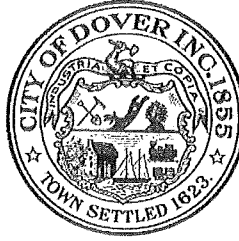
The New Hampshire State legislature authorized through House Bill 2 (Chapter 224, Laws of 2011) the State of New Hampshire to spend \$3.5 million in Fiscal Year 2012 to offset increases in political subdivisions' employer contribution costs to New Hampshire Retirement System (NHRS) for Group I Teachers and Group II Police and Firefighters as a result of the State contribution for NHRS for these employee groups being eliminated through House Bill 2.

The City has received notification from NHRS that the City of Dover's portion of the allocation of the \$3.5 million is \$71,764.15, consisting of \$20,125.91 for Group II Firefighters, \$13,038.34 for Group II Police, and \$38,599.90 for Group I Teachers.

A copy of the NHRS allocation table is attached to this resolution indicating the amounts to be allocated to the City of Dover.

New Hampshire Retirement System						
Allocation of \$3.5 Million State Payment to Political Subdivisions						
In Accordance with Chapter 224:191, Laws of 2011						
(A)	(B)	(C)	(D)	(E)	(F)	(G)
				(C x D)	(E) / Total (E)- \$44.3 mil	(F) x \$3.5 mil
25% State Share						
Employer	Plan Type	FY 2011 Total Pensionable Wages	¹ FY 2011 State Contribution Rate	State Contribution	Pol. Sub. Share of State Contribution	\$3.5 Million Allocation
DEERING	Police	\$ 99,961.28	4.88%	\$ 4,878.11	0.000110192	\$ 385.67
DERRY	Fire	\$ 5,660,126.47	6.17%	\$ 349,229.80	0.007888783	\$ 27,610.74
DERRY	Police	\$ 4,396,001.96	4.88%	\$ 214,524.90	0.004845922	\$ 16,960.73
DOVER	Fire	\$ 4,125,756.21	6.17%	\$ 254,559.16	0.005750260	\$ 20,125.91
DOVER	Police	\$ 3,379,370.25	4.88%	\$ 164,913.27	0.003725241	\$ 13,038.34
DOVER	Teacher	\$ 18,217,323.41	2.68%	\$ 488,224.27	0.011028542	\$ 38,599.90
DRESDEN SD - (SAU 70)	Teacher	\$ 4,040,689.58	2.68%	\$ 108,290.48	0.002446183	\$ 8,561.64
DUBLIN	Police	\$ 147,848.10	4.88%	\$ 7,214.99	0.000162980	\$ 570.43
DUNBARTON	Police	\$ 179,435.62	4.88%	\$ 8,756.46	0.000197800	\$ 692.30
DUNBARTON SD - (SAU 19)	Teacher	\$ 838,975.27	2.68%	\$ 22,484.54	0.000507905	\$ 1,777.67
DURHAM	Fire	\$ 1,802,929.53	6.17%	\$ 111,240.75	0.002512827	\$ 8,794.90
DURHAM	Police	\$ 1,380,708.12	4.88%	\$ 67,378.56	0.001522020	\$ 5,327.07
EAST KINGSTON	Police	\$ 211,162.28	4.88%	\$ 10,304.72	0.000232774	\$ 814.71
EAST KINGSTON SD - (SAU 16)	Teacher	\$ 1,015,860.50	2.68%	\$ 27,225.06	0.000614989	\$ 2,152.46
EFFINGHAM - POL	Police	\$ 136,891.54	4.88%	\$ 6,680.31	0.000150902	\$ 528.16
ENFIELD	Police	\$ 406,349.47	4.88%	\$ 19,829.85	0.000447938	\$ 1,567.78
EPPING	Fire	\$ 144,734.44	6.17%	\$ 8,930.11	0.000201723	\$ 706.03
EPPING	Police	\$ 825,615.33	4.88%	\$ 40,290.03	0.000910115	\$ 3,185.40
EPPING SD - (SAU 14)	Teacher	\$ 5,558,269.62	2.68%	\$ 148,961.63	0.003364908	\$ 11,777.18
EPSOM	Fire	\$ 201,643.37	6.17%	\$ 12,441.40	0.000281040	\$ 983.64
EPSOM	Police	\$ 313,586.20	4.88%	\$ 15,303.01	0.000345681	\$ 1,209.88
EPSOM SD - (SAU 53)	Teacher	\$ 2,277,384.09	2.68%	\$ 61,033.89	0.001378700	\$ 4,825.45
ERROL SD - (SAU 20)	Teacher	\$ 138,660.85	2.68%	\$ 3,716.11	0.000083944	\$ 293.80
EXETER	Fire	\$ 1,986,857.35	6.17%	\$ 122,589.10	0.002769176	\$ 9,692.12
EXETER	Police	\$ 1,526,550.73	4.88%	\$ 74,495.68	0.001682790	\$ 5,889.76
EXETER REG COOP SD - (SAU 16)	Teacher	\$ 18,183,135.05	2.68%	\$ 487,308.02	0.011007845	\$ 38,527.46
EXETER SD - (SAU 16)	Teacher	\$ 6,372,099.09	2.68%	\$ 170,772.26	0.003857590	\$ 13,501.56
FALL MOUNTAIN REG SD	Teacher	\$ 9,847,720.11	2.68%	\$ 263,918.90	0.005961688	\$ 20,865.91
FARMINGTON	Fire	\$ 101,916.38	6.17%	\$ 6,288.24	0.000142046	\$ 497.16
FARMINGTON	Police	\$ 723,880.56	4.88%	\$ 35,325.37	0.000797968	\$ 2,792.89
FARMINGTON SD	Teacher	\$ 6,242,412.72	2.68%	\$ 167,296.66	0.003779079	\$ 13,226.78
FITZWILLIAM	Police	\$ 151,573.50	4.88%	\$ 7,396.79	0.000167087	\$ 584.80





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: Stimula International, LLC

Federal Tax ID number for Organization:

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

Contact Person: David Olcott/PJ Bandowers Day Time Telephone: (860) 669-7813 / (603) 988-3408

Address: PO Box 943, Clinton CT 06413 Email Address: Davidwolcott@gmail.com

Purpose of Permit: Block Party

Date of Event: January 27-29, 2012 Specific Time: 8am - 7pm

Location of Event: Willard Pond

(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 Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited Information on these requirements may be found at http://doj.nh.gov/publications/charitable_forms.html.

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

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

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

Signature: PJ Bandowers Date: 10/04/11

Licensing Board approval: AFC Date: 10/4/11

Revised 03/17/08

Per Resolution - AFC



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2011.10.12 – 141**

Resolution Re: B12001 HVAC Equipment Maintenance and Repair Service

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.2.

Resolution Number: **R - 2011.10.12 – 141**

Resolution Re: **B12001 HVAC Equipment Maintenance and Repair Service**

RESOLUTION BACKGROUND MATERIAL:

An inventory list was compiled as a result of the energy saving performance contract and was used to generate a request for proposal for the maintenance and repair services of the HVAC equipment within the city. B12001 was solicited and received with nine vendors replying. A committee of three city employees performed an evaluation and interviewed the four lowest responsive bidders. The low bidder was rejected as they failed to provide required information on their company and qualification of their technicians needed for the evaluation.

The City of Dover has utilized Siemens Building Technologies for its Energy Performance Contractor from 1997 and the agreement had expired in July 2007. The city had retained Siemens via two contract extensions through 2008 in order to allow for the development of a new Request for Proposal and solicitation for a new Performance Contract with an Energy Service Company. They have been servicing the city without a contract since. During the contract period, Siemens had provided building automation software which the city continues to utilize to this day. This continued use requires software updates, training and maintenance.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	48	Number of Responses:	8
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2 yrs from DOC	Estimated Delivery:	As needed
Recommended Award to:	Siemens Industries Inc	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2011.10.12 – 141**

Resolution Re: B12001 HVAC Equipment Maintenance and Repair Service

Vendor Solicitation List:

<p>AirTemp Mechanical Contractors Atlantic Comfort Systems, Inc. Bayside Heating & Cooling, LLC Blue Blazes Heating A/C & Appliances LLC Borderline Fuels, Inc. Buds plumbing and heating Careno Construction Co. Century Mechanical CHA, Inc. Comfort Zone Mechanical, Inc. Construction Summary Of NH COTE & SON HVAC D F RICHARD ENERGY Dennis Munson Plumbing & Heating Dowling Corporation DuBois & King, Inc.</p>	<p>Eckhardt & Johnson, Inc. Electronic Environments Corp Glover Plumbing & Heating Service Granite State Plumbing & Heating Greater Dover Chamber of Commerce Hahnel Bros. Co. Jb controls J. Lawrence Hall Co., Inc. Johnson Controls, Inc. Joy's Hvac Services LLC Lamprey Brothers Limbach Company LLC Mark Carrier Construction, Inc (MCCI) Martel Plbg & htg Inc</p>	<p>Martini Northern Mechanical Solutions Inc. Palmer and Sicard Resource Laboratories, LLC Ricci Construction Co., Inc. RPF Environmental Samson Duclair HVAC, Inc. Security Construction Services Siemens Industry Inc. STROGEN'S HVAC, LLC Thomas Engineering Associates Tri State Hood & Duct Waterline Industries Corp. WEBBER ENERGY FUELS Wilkins Mechanical Services Woodard & Curran Wright-Pierce Yates Electric Service, Inc.</p>
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Results Page attached under separate cover



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2011.10.12 – 142**
Resolution Re: **B12015 for Segregation and recycling of construction debris and demolition waste**

WHEREAS: Sealed bid B12015 was requested and received for the segregation and recycling of construction debris and demolition waste on September 27, 2011 at 2:00 p.m; and

WHEREAS: Responses received from two vendors were reviewed and evaluated with the bid deemed most advantageous being submitted by Aggregate Recycling Corp. in the amount of \$68.00 per ton; and

WHEREAS Following considerations for travel costs and other operations factors by the Community Services Waste Recycling Division, it is the recommendation to award the project to Aggregate Recycling Corp. at \$68.00 per ton for an estimated 1000 tons with estimated annual expenditures expected to be \$68,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a Purchase Order to Aggregate Recycling Corp of Eliot ME given the rates provided in conjunction with B12015 provided September 27, 2011. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43240.4421.0000.00	CS Recycling Mgmt Waste Disposal	117,092.00	81,392.40

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.3.

Resolution Number: **R – 2011.10.12 – 142**
Resolution Re: **B12015 for Segregation and recycling of construction debris and demolition waste**

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.3.

Resolution Number: **R – 2011.10.12 – 142**
Resolution Re: **B12015 for Segregation and recycling of construction debris and demolition waste**

RESOLUTION BACKGROUND MATERIAL:

The Community Service Department has solicited to several companies that provide segregation and recycling of construction debris and demolition waste services. The city has moved away from sending construction debris waste to land fills and toward recycling as much of this material as possible. The city generates approximately 1000 tons of debris annually and has two dumpsters that it will fill and haul to Aggregate Recycling in Eliot ME for segregation and recycling. Other vendors, a further distance from the City, submitted a response with lower rates and a cost analysis was done by City Personnel to determine the most advantageous bid reply. The analysis included fuel cost and wages for time to travel. Aggregate Recycling Corporation is the closest distance from the Mast Rd Recycling facility in Dover and therefore, saving wear and tear on the vehicle, as well as gas, oil and tires and employee hourly wages.

Bid Information:

The City of Dover has solicited by sealed bid to identify qualified, reliable vendor needed for the segregation and recycling of construction debris and demolition waste disposal

Award Information:

A purchase order will be issued to Aggregate Recycling Corp to be used as needed.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	33	Number of Responses:	2
Warranty:	None	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	No
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	ARC	Fund:	Recy management
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2011.10.12 – 142**
 Resolution Re: **B12015 for Segregation and recycling of construction debris and demolition waste**

Vendor List

Aggregate Recycling Corporation AmeriTech Environmental Svs Bestway Disposal Services Casella Waste Management Complete Recycling Solutions Conigliaro Industries Construction Summary Of NH Corcoran Environmental Inc. Cousineaus Forest Products Dorado Ecomaine	Environmental Resource Return Corp. GeoInsight, Inc. Greater Dover Chamber of Commerce H.P. Fairfield, LLC Jennifer M Cook Company Inc. Loureiro Engineering Associates, Inc. M. Bradsher Co. Inc. M-R Wood Recycling New England Organics NNEFS, LLC	Northeast Record Retention, NRRA Pinard Waste Systems, Inc Rehrig Pacific Company Resource Management, Inc. Safety-Kleen Systems, Inc Seacoast Waste Services The Dirt Doctors Troiano Waste Services, Inc. Waste Management of NH Waynes landscaping Work Waste
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Bid Results

<u>Vendor</u>	<u>Price Per Ton</u>
K.T.I. Bio Fuels, Inc 38 Alfred Plourde Pkwy Lewiston, ME 04240 Bid reply states 90 miles from Mast Rd	\$ 46.00
Aggregate Recycling Corp 434 Dow Hwy Eliot ME 03903	\$ 68.00

No Subcontractors Listed on Any Reply's



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.10.16 – 143**
Resolution Re: **License for 2012 Pond Hockey Tournament**

WHEREAS: Stimilon International has proposed a 2012 Pond Hockey Tournament for Willand Pond for January 27-29, 2012; and

WHEREAS: Pond hockey tournaments present an economic development opportunity for area businesses and an opportunity for area residents to participate in an enjoyable winter activity using the natural resource of Willand Pond; and

WHEREAS: The tournament is endorsed by the Willand Pond Advisory committee.

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

The City Manager is authorized to issue a License for the use of City property around Willand Pond to facilitate the First annual Pond Hockey Tournament sponsored and produced by Stimilon International

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		

DOCUMENT HISTORY:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2011.10.16 – 143**

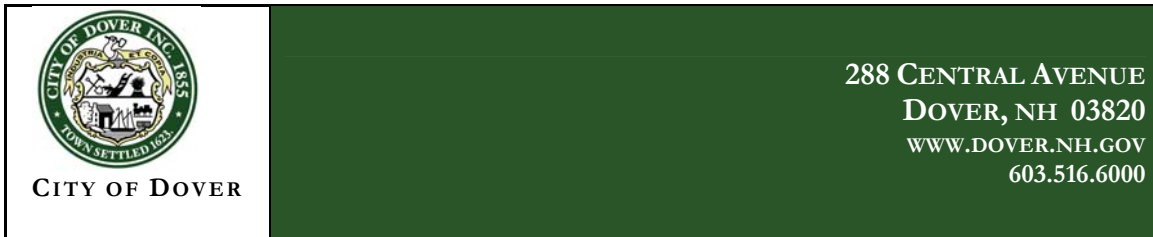
Resolution Re: **License for 2012 Pond Hockey Tournament**

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:

The details of the License are contained in the attached License.



2011 POND HOCKEY LICENSE

NOW COME the **CITY OF DOVER**, a municipal corporation, 288 Central Avenue, Dover New Hampshire 03820 and **STIMILON INTERNATIONAL, LLC (the “Vendor”)** a limited liability corporation registered in _____ and registered to do business in the State of New Hampshire of _____ who for valuable consideration agree as follows to the following conditions of the license:

1. **Purpose.** This License pertains to the 2012 Pond Hockey Challenge tournament at Willand Pond located within the City of Dover New Hampshire scheduled for January 27-29, 2012. The alternative date in the event of inclement weather is March, 2012. The tournament is planned for Willand Pond, a 66 acre water body under the jurisdiction of the State of New Hampshire.
2. **Scope of License.** Stimilon is exclusively licensed to access Willand Pond using public property owned by the City of Dover for the time period of January 27-29, 2012 including reasonable periods of time prior to and after the tournament for preparations and post-tournament closing activities. In addition, Stimilon is licensed to exclusive use of parking areas owned by the City of Dover directly adjacent to Willand Pond during the license period. Members of the public shall not be charged for admission or parking as spectators.
3. **License Documents.** The License Documents shall consist of:
 - i. Application for Block Party permit
 - ii. Description of the Tournament
 - iii. Insurance coverage certificate
4. **Term of the License.** January 27-29, 2012 with additional access for preparation and closing activities
5. **Obligations of Stimilon.** Stimilon has the following obligations as conditions of the license:
 - Complete management and preparation responsibilities for the tournament consisting of a “Turn Key Event” including all event staff for registration, scoring, officiating, plowing, venue construction etc.
 - Marketing of Dover as the host venue and the event date in Tournament Flyers, Hand Outs, etc.
 - Promotion on www.stimilon.com promoting the tournament and region as a whole
 - All prizes, awards, raffles

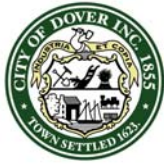


CITY OF DOVER

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- Marketing of Dover as the host venue and the event date through our sponsors partners around the Northeast
 - Marketing of the general Dover Business area via the tournament
 - Payment for police detail for ensuring safe passage for players and spectators when crossing the road and other public safety details
 - All clean up necessary to maintain the venue and surrounding areas in a safe and sanitary condition during the event and to return the venue and surrounding areas to the condition it was found in
 - Monitor and control use of existing public parking areas abutting pond for appropriate vehicles (emergency vehicle access, handicap accessibility and drop off needs, etc) throughout the event.
 - Secure agreements prior to start of event for off-site parking needs for spectators/participants and plans to provide pedestrian paths and/or shuttle for participants to get to/leave on-ice activities throughout event.
 - Stimilon senior staff (both David Olcott and PJ Bandouveres) will be the point(s) of contact accessible on-site and via cell phone representing the event and having authority/capability of immediately responding to and resolving issues raised by City officials during on-site set-up, throughout event and clean-up activities.
 - Obtain all rights and permissions for the use of Willand Pond from the State of New Hampshire
 - Refueling of gas powered machinery shall only be conducted in designated areas for refueling in the sole discretion of the City of Dover
6. **Cost and Payment for License.** Stimilon shall pay the City of Dover for all costs of public safety and community service personnel at standard rates within thirty (30) days of invoicing. Stimilon shall pay for the costs of reasonable attorneys fees at rates standard in the area for collection of amounts due in the event Stimilon fails to pay.
7. **Insurance.** Stimilon shall provide an insurance certificate naming the City of Dover as an additional insured. A certificate of insurance with a minimum liability limit of One Million dollars (\$1,000,000) listing the City of Dover as an additional insured is required. A thirty (30) days notice of cancellation of policy notifying the City of Dover shall be a condition of the insurance contract.
8. **Indemnification.** Stimilon agrees to and hereby does defend, indemnify and hold the City of Dover, its elected officials and staff ("Indemnified Parties") harmless from and against any claim or liability arising from:

(a) any bodily injury, property damage, accident, fire, loss, theft or other casualty



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to or involving Dover, its agents, employees, contractors or consultants or its or their property resulting from the execution of this license and the tournament; and

(b) any breach by Stimilon of its obligations under this License. Stimilon's obligations to indemnify, defend and hold harmless the Indemnified Parties shall survive the expiration of this License 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 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.

Indemnification shall not apply to the gross negligence of the Indemnified Parties. The Indemnified Parties shall promptly, within no later than thirty (30) days, notify Stimilon 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. Stimilon shall provide a defense to the Indemnified Parties with counsel reasonably acceptable to the Indemnified Parties. The Indemnified Parties shall cooperate with Stimilon 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.

- 9. **Termination of License.** Either party may terminate this License without cause upon thirty (30) days written notice without recourse for termination.
- 10. **Option for 2013.** Stimilon shall have the first option to renew the license for a tournament in 2013 to be exercised by **June 1, 2012** with a written notice to the City of Dover. The license for 2013 may be granted upon reasonable terms and conditions. Time is of the essence in the providing of notice of exercise of the option by Stimilon.
- 11. **Binding.** This agreement shall be binding upon all parties, their heirs, executors, administrators, successors and assigns.
- 12. **Applicable law.** The law of the law of the State of New Hampshire shall govern this agreement.

STIMILON INTERNATIONAL, LLC

Duly Authorized

Date



CITY OF DOVER

Michael Joyal, City Manager

Date

STIMILON

Overview:

Location: Willand Pond, Dover NH

Date: January 27-29, 2012
Back up Weather date-February 10-12 2012

Time: Friday 11am-5pm, Saturday 8am-6pm, Sunday 8am-5pm

Teams: Looking to register up to 70 teams for the first year. Each team will be made up of 6 to 8 Players aging from 21 to 50+ with 7 divisions.

Rinks: We will make 8 rinks to handle this number. Rink size will be around 150' x 75' with end boards. End boards height will be 24" At the end of the event the end boards will come down.

Duration of Event: 3 day event, Friday, Saturday & Sunday.

Company: Stimilon International, Owner: Dave Olcott, Director: PJ Bandouveres

About Stimilon International: Stimilon International is all about having a good time. Whether it is Snowboarding, Motocross, Snowmobiles, Rock Bands, Pit Bikes or hockey - it's all about FUN!

Stimilon was founded in 1992 as a way to help ski areas better understand the needs of snowboarders and profit from this amazing growth market. From 1992 until 2002 Stimilon was invited around the world to build Snowboard Parks, Organize and Run contests and do general snowboard consulting. In 1999 Stimilon held its first Motocross race at Jolly Roger Motocross Park in Lempster, NH - The Stimilon Motocross Challenge. In 2002, Stimilon ventured into the growing market of pit bike racing and created the Masters of Mini Series which today averages over 300 entries per race.

Stimilon's sole purpose is to promote FUN. Whether it is running events, building facilities or general consulting, Stimilon has always understood that profit is a simple formula: Give the people what they want

Stimilon runs the same event in Meredith NH on an annual basis. We have had no issues with Meredith, NH Marine Patrol or NH Fish and Game.

Rink layout: We will make 8 rinks. Rink size will be around 150' x 75' with end boards. Our end board height will be 24". At the end of the event the end boards will come down. 8 rinks will be for the tournament.

Ice Prep: Stimilon International staff and volunteers will be used to create the rinks the week before the event. Snow blowers and shovels will be used to create the rinks. Once the rinks are created, we will then flood the ice to make them smooth. No chemical will be used on the ice surface or lines

Set Up: We will start building the rinks the week before of the event, weather permitting. This will take some time. Stimilon staff and volunteers will construct the 8 rinks.

Take down: We will start breaking down on Sunday right after the event ends with plans to finish up by Tuesday. This will be done with Stimilon staff and volunteers. We will make sure that all signs, banners and trash will be removed from the pond area. We will make sure everything is clean so that we can continue this event for years to come.

Snow removal for parking: Stimilon International will hire a company to plow the small parking lot, which will be used for an entrance onto the ice. Snow will not be placed on the ice. Snow will be placed in the Northwest corner of the lot or as requested.

Estimated number of players: We are looking to register up to 70 teams with each team made up of 6 to 8 players, so we are looking at up to about 600 players.) The actual number of players on the ice for the majority of the tournament will include only those players and spectators.

Estimated number of spectators: Figure 1-1 players, maybe 2-1, hard to tell first year. Weather will play a huge factor in this.

Parking: There is no parking on site other than immediate Stimilon Staff. The small parking lot at the entrance will be used as the entrance to the ice and a drop off for shuttles, Etc... We have spoken with Peter Allen of Strafford Farms and he mentioned that he would allow us to use their parking lot on the side. We also plan to speak with other surrounding businesses, upon town approval for the event, to get permission to use their parking lots. Some local hotels have offered free shuttle service for patrons.

Traffic flow around Willand Pond: Traffic will be steady and somewhat controlled by the game schedule, but figure 14 teams of 6-8 players each (roughly 100 players per half hour, plus spectators.)
Traffic and Pedestrian Safety: Dover Police will be hired to provide traffic and pedestrian safety during the hours of the tournament. Stimilon and Strafford Farms will be sharing the cost for the officer.

Food Vendors: No plans at this time

Alcohol Vendors: No plans at this time

Alcohol consumption: Some participants will bring coolers that most likely will have alcohol in them. We are also in discussions with several beer companies to partner with the event. So there will most likely be consumption on site. For this reason we have made the minimum participant age of 21 years old. Attendees will be requested to consume the alcohol only on the ice.

Event address system: An air horn will be used to signal the players when the games will start, half time and end of game. A PA system will be used to make announcements and play music during the day.

Overnight accommodations are planned: Local Hotels: Hampton Inn, Homewood suite, Comfort Inn, Microtel Inn and Days Inn are planned to be utilized for traveling guests. Discussions with them will commence upon town approval for the event.

On site emergency medical service: None planned due to the fact that Wentworth Douglass Hospital is less than 1 mile away. My experience (PJ Bandouveres) playing in other pond hockey events show a low injury rate, and for those that do happen, an ambulance is called to the site rather than one being present all day.

Rubbish: Stimilon International will place one trash can with garbage bags and cigarettes cans, at each rink, which will be labeled. Stimilon staff/volunteer will monitor the trash cans every two hours or sooner if need during the event. At the end of each day, Stimilon International staff /Volunteer will do clean up. Stimilon will look into getting a dumpster that can be located on site (Peter Allen of Strafford farms has offered us the use of their dumpster as well.)

Rest Rooms: Port-a-Potties will be rented for the weekend. The exact number will be determined by entries. Normal use is one port-a-pottie per 100 people. So we will use that as a base for the event.

Event location: We will utilize the Dover Recreational Area on Route 108.

Placement of Event: The event will take place on the ice at Willand pond.

Request for an answer: Several other Pond Hockey Tournaments around New England have already begun their registration process. In order to not fall farther behind the competition, we respectfully ask for your blessing to host this event by Monday September 26th, 2011.

Thank you for your consideration and we are very excited to work with you and the surrounding businesses to make this an exciting winter attraction to your area.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2011.10.16 – 144**
Resolution Re: **Merit Plan – Classification and Pay 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.		

RESOLUTION BACKGROUND MATERIAL:

The Merit Plan includes, as attachments, the Classification and Pay Plans which establish grade levels and minimum and maximum rates of base pay for each class of position in the City's Administrative Service. The City Manager wishes to add one position to the classification plan resulting from organizational changes that have been proposed as part of the retirement of an employee within the Department of Planning and Community Development. The position is: Assistant City Planner.

FY2012 Dover Classification Plan

Dover Classification Plan	Pay Plan Grade	Union
ACCOUNT CLERK I	11	DMEA
ACCOUNT CLERK II	13	DMEA
ACCOUNTANT I	18	DMEA
ACCOUNTANT II	28	DMEA
ADMINISTRATIVE ASSISTANT	19	non-union
ADMINISTRATIVE CLERK/CEMETERY COORDINATOR	15	DMEA
ANIMAL CONTROL OFFICER	10	DPA
AQUATIC FACILITY MANAGER	22	DPEA
ARENA FACILITY MANAGER	23	DPEA
ARENA PROGRAM & MARKETING SUPERVISOR	21	DPEA
ASSISTANT CITY CLERK	13	DMEA
ASSISTANT CITY ENGINEER	24	DPEA
ASSISTANT CITY MANAGER	34	non-union
ASSISTANT CITY PLANNER	24	DMEA
ASSISTANT LIBRARY DIRECTOR	26	DMEA
ASSISTANT TAX ASSESSOR	23	DMEA
BOOKKEEPER	14	DMEA
BUILDING OFFICIAL	28	DMEA
CDBG PROGRAM COORDINATOR	27	DMEA
CITY CLERK/TAX COLLECTOR	26	non-union
CITY ENGINEER	29	DPEA
CITY TREASURER	24	non-union
CLERK TYPIST I	9	DMEA
CLERK TYPIST II	11	DMEA
CONSTRUCTION MANAGER	26	non-union
CROSSING GUARD	8	non-union
CUSTODIAN	9	DMEA
DEPUTY CITY CLERK	15	DMEA
DEPUTY COMMUNITY SERVICES DIRECTOR	30	non-union
DEPUTY TAX COLLECTOR	15	DMEA
DIRECTOR OF BUSINESS ASSISTANCE	23	non-union
DIRECTOR OF COMMUNITY SERVICES	33	non-union
DIRECTOR OF FINANCE	32	non-union
DIRECTOR OF HUMAN RESOURCES	29	non-union
DIRECTOR OF INFORMATION TECHNOLOGY	33	non-union
DIRECTOR OF MAIN STREET PROGRAM	23	non-union
DIRECTOR OF PLANNING & CDBG	31	non-union
DIRECTOR OF PUBLIC LIBRARY	29	non-union
DIRECTOR OF PUBLIC WELFARE	26	non-union
DIRECTOR OF RECREATION	26	non-union
ELECTRICAL INSPECTOR	22	DMEA
ENGINEERING TECHNICIAN	20	DPEA
ENVIRONMENTAL PROJECTS MANAGER	27	DPEA
EXECUTIVE SECRETARY	18	non-union
FACILITIES, GROUNDS & CEMETERY SUPERVISOR	23	DPEA
FIRE & RESCUE CHIEF	33	non-union
FIRE ASSISTANT CHIEF	29	DPFOA
FIRE CAPTAIN	25	DPFOA
FIRE DEPUTY CHIEF	27	DPFOA
FIRE LIEUTENANT	23	DPFOA
FIRE MECHANIC	11	non-union
FIRE/HEALTH INSPECTOR	22	DMEA
FIRE/LIFE SAFETY INSPECTOR	22	DMEA
FIREFIGHTER ON CALL	17	non-union
FIREFIGHTER/EMT	17	IAFF
FIREFIGHTER/EMT-I	18	IAFF
FIREFIGHTER/PARAMEDIC	20	IAFF
FLEET SUPERVISOR	25	DPEA
GENERAL LEGAL COUNSEL	33	non-union
GROUNDSKEEPER I	14	AFSCME
GROUNDSKEEPER II	16	AFSCME
HEAVY EQUIPMENT MECHANIC I	15	AFSCME
HEAVY EQUIPMENT MECHANIC II	16	AFSCME
HEAVY EQUIPMENT OPERATOR I	16	AFSCME
HEAVY EQUIPMENT OPERATOR II	17	AFSCME
INFORMATION TECHNOLOGY ADMINISTRATOR	22	non-union
INVENTORY COORDINATOR	17	AFSCME
LABORER I	12	AFSCME
LABORER II	13	AFSCME
LIBRARIAN I	17	DMEA
LIBRARIAN II	22	DMEA

FY2012 Dover Classification Plan

Dover Classification Plan	Pay Plan Grade	Union
LIBRARY ASSISTANT I	11	DMEA
LIBRARY ASSISTANT II	13	DMEA
LIBRARY PAGE	7	DMEA
MAINTENANCE MECHANIC I	14	AFSCME
MAINTENANCE MECHANIC II	15	AFSCME
MAINTENANCE MECHANIC III	22	AFSCME
MAINTENANCE SPECIALIST I	15	AFSCME
MAINTENANCE SPECIALIST II	18	AFSCME
MAINTENANCE SPECIALIST III	22	AFSCME
MANAGEMENT ANALYST	17	non-union
OFFICE MANAGER	15	DMEA
PARKING CONTROL OFFICER	10	DPA
PARKING MANAGER	24	non-union
PAYROLL & BENEFITS ADMINISTRATOR	15	DMEA
PERSONNEL ASSISTANT	15	DPAAII
PLANNER	27	DMEA
PLANT & PUMP STATION SUPERVISOR	23	DPEA
PLUMBING INSPECTOR	22	DMEA
POLICE CAPTAIN	30	DPAAII
POLICE CHIEF	33	non-union
POLICE COMMUNICATIONS SUPERVISOR	21	DPAAII
POLICE DISPATCHER	17	DPA
POLICE LIEUTENANT	27	DPAAII
POLICE OFFICER I	21	DPA
POLICE OFFICER II (Advanced Career Track)	22	DPA
POLICE PREVENTION COORDINATOR	22	non-union
POLICE PREVENTION PROGRAMMER	16	non-union
POLICE PROSECUTOR	27	DPAAII
POLICE RECORDS SUPERVISOR	21	DPAAII
POLICE SERGEANT	24	DPAAII
POLICE VICTIM/WITNESS ADVOCATE	20	non-union
PUBLIC WELFARE TECHNICIAN I	18	DMEA
PUBLIC WELFARE TECHNICIAN II	19	DMEA
PUBLIC WELFARE TECHNICIAN III	20	DMEA
PUBLIC WORKS SUPERVISOR	23	DPEA
PUMP STATION OPERATOR I	16	AFSCME
PUMP STATION OPERATOR II	18	AFSCME
PUMP STATION OPERATOR III	22	DPEA
PURCHASING AGENT	26	DMEA
RECREATION PROGRAM ASSOCIATE I	2	non-union
RECREATION PROGRAM ASSOCIATE II	3	non-union
RECREATION PROGRAM ASSOCIATE III	4	non-union
RECREATION PROGRAM SPECIALIST I	5	non-union
RECREATION PROGRAM SPECIALIST II	7	non-union
RECREATION PROGRAM SPECIALIST III	9	non-union
RECREATION PROGRAM SPECIALIST IV	15	non-union
RECREATION PROGRAM SUPERVISOR	17	DPEA
SEASONAL MAINTENANCE WORKER I	3	non-union
SEASONAL MAINTENANCE WORKER II	5	non-union
SEASONAL MAINTENANCE WORKER III	7	non-union
SECRETARY I	13	DMEA
SECRETARY II	14	DMEA
SOLID WASTE ASSISTANT	18	AFSCME
SOLID WASTE COORDINATOR	23	DPEA
SUPERINTENDENT OF FACILITIES, GROUNDS & CEMETERY	28	DPEA
SUPERINTENDENT OF PUBLIC WORKS & UTILITIES	29	DPEA
TAX ASSESSING DATA TECHNICIAN	15	DMEA
TEEN CENTER COUNSELOR	22	non-union
TELEVISION BROADCAST OPERATOR	15	non-union
TRUCK DRIVER	14	AFSCME
UTILITIES SYSTEM SUPERVISOR	26	DPEA
WORKING FOREMAN	22	DPEA
WWTP CHIEF OPERATOR	23	DPEA
WWTP LAB TECHNICIAN	17	DPEA
WWTP LAB/INDUSTRIAL PRETREATMENT COORDINATOR	22	DPEA
WWTP OPERATOR I	18	AFSCME
WWTP OPERATOR II	22	AFSCME
WWTP SUPERVISOR	26	DPEA



CITY OF DOVER, NEW HAMPSHIRE
Supplemental Position Description

Position: Assistant City Planner	Position Control No: XX-XX-XX-XX
Classification-Series: Assistant City Planner	FLSA Status: Exempt, Full-time 40 hrs/wk
Occupational Grouping: Professional & Managerial Services	Union - Grade: DMEA - 24
Organizational Unit: Planning and Community Development Department	Primary Job Location: City Hall, Central Avenue

JOB SUMMARY: Performs routine and complex technical and professional work in projects related to general planning with a strong emphasis on Zoning Administration activities. Assists the Director of Planning and Community Development in providing technical and staff assistance to the general public, and several boards, commissions and committees including, but not limited to, the Planning Board, City Council and Zoning Board of Adjustment.

ACCOUNTABILITY: Works under the general supervision of the Director of Planning and Community Development and may also receive direction from other department supervisors. Performs regular duties on own initiative and exercises discretion as delegated by the supervisor or department head. Performs zoning duties independently using own technical judgment

SUPERVISION EXERCISED: May provide instruction and lead meeting discussion on the administration of zoning code, and on creation/implementation of land use ordinances and planning policies.

TYPICAL EQUIPMENT USED: Computer; telephone; calculator; copy and facsimile machines.

TYPICAL WORK ENVIRONMENT: Inside: 75% Outside: 25%

DUTIES AND RESPONSIBILITIES (Except as specifically noted, the following functions are considered essential to this position. The listed examples may not include all duties found in this class):

1. Reviews applications for variances, conditional use permits, subdivisions and zoning changes; prepares recommendations to the Planning and Zoning Boards, and others Boards or Committees as assigned.
2. Initiates enforcement proceedings when code violations occur; prepares letters and/or contacts property owners by phone; works with the City's General Legal Counsel if unresolved.
3. Answers general questions regarding floodplain information, zoning, and general community information.
4. Reviews and approve sign and customary home occupation applications
5. Maintains all necessary records for day-to-day activities and permanent file.
6. Assists in developing long-range strategic plans.
7. Attends Planning Board and City Council, Transportation Advisory Committee, and other board/committee meetings as necessary; prepares agenda items pertaining to and attends Zoning Board of Adjustment meetings.
8. Assists the Director of Planning and Community Development with projects and proposals, and with the review and coordination of subdivision, site plan, and minor lot line adjustment proposals.
9. Assists with reviewing and updating the City's master plan.

10. Coordinates volunteers who assist with development activities.
11. Make recommendations jointly with Director of Planning and Community Development to amend Ordinances.
12. Prepares public hearing notices for local paper and prepares articles as directed.
13. Composes, prepares and formats a variety of correspondence, memoranda, agendas, forms and reports.
14. Performs field inspections on projects and programs associated with planning and community development.
15. Provide assistance to higher-level planners in the areas of research, data collection, and report preparation.
16. Compiles statistics, maintains records and prepares reports related to financial, personnel and/or operational data.
17. Makes presentations before staff and various groups.
18. Coordinates activities with other employees, departments or agencies.
19. Establishes and maintains effective working relationships with employees, other departments and agencies, and the general public.
20. Maintains familiarity with and executes safe work procedures associated with assigned work.
21. Performs other related duties as required.

TYPICAL PHYSICAL ACTIVITY REQUIREMENTS:

<p>LIFT: -up to 10 lbs.: Occasionally required. -11 to 25 lbs.: Rarely required. -26 to 50 lbs.: Not required. -over 50 lbs.: Not required.</p> <p>CARRY: -up to 10 lbs.: Occasionally required. -11 to 25 lbs.: Rarely required. -26 to 50 lbs.: Not required. -over 50 lbs.: Not required.</p> <p>REACH: -above shoulder height: Rarely required. -at shoulder height: Occasionally required. -below shoulder height: Occasionally required.</p>	<p>PUSH/PULL: Occasionally required. TWISTING: Occasionally required. BENDING: Occasionally required. CRAWLING: Not required. SQUATTING: Rarely required. KNEELING: Not required. CROUCHING: Rarely required. CLIMBING: Rarely required. BALANCING: Not required. GRASPING: Frequently required. HANDLING: Frequently required. TORQUING: Occasionally required. FINGERING: Frequently required.</p>
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DURING AN 8 HOUR DAY, EMPLOYEE IS TYPICALLY REQUIRED TO:

<p>CONSECUTIVE HOURS: Sit: 3 hours Stand: 1 hour Walk: 1 hour</p>	<p>TOTAL HOURS: Sit: 4 hours Stand: 2 hour Walk: 2 hour</p>
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COGNITIVE AND SENSORY REQUIREMENTS:

<p>TALKING: Necessary for communicating with others HEARING: Necessary for receiving instructions and information. SIGHT: Necessary for performing job effectively. TASTING & SMELLING: Not required.</p>
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TYPICAL WORK SURFACE(S): Standard office desk and chair; service counter; tables; computer work stations; carpet, tile, concrete and wood floors.

TYPICAL CONTROLS & EQUIPMENT: Key board/pad; computer mouse; telephone.

SUMMARY OF OCCUPATIONAL EXPOSURES: May be exposed to copier and printer toner.

KNOWLEDGE, SKILL AND ABILITY REQUIREMENTS: Considerable knowledge of principles and practices of state statutes and city ordinances pertaining to zoning and practices of city planning. The ability to prepare comprehensive research studies and technical reports; Must be able to make effective presentations before small to medium size groups. Ability to maintain effective working relationships with department heads, employees, and the public and to communicate effectively and diplomatically both orally and in writing with state and federal agencies, private businesses, elected officials, community volunteers, potential developers, City staff, and the general public including formal presentations. Should have an intermediate understanding of the objectives, principles, procedures, practices, and information sources of municipal planning and development; Ability to work in an environment with a moderate noise level.

EDUCATION/LICENSURE/CERTIFICATION REQUIREMENTS: Minimum High School diploma and four (4) years of college with a Bachelor's degree with major course work in rural or urban planning, community development, or related field. Master's degree in Planning and Community Development or related field is preferable.

SPECIFIC VOCATIONAL PREPARATION/EXPERIENCE REQUIREMENT(S):

<input type="checkbox"/> 1. None.	<input type="checkbox"/> 6. 1 to 2 years.
<input type="checkbox"/> 2. Short demonstration up to 30 days.	<input checked="" type="checkbox"/> 7. 2 to 4 years.
<input type="checkbox"/> 3. 30-90 days.	<input type="checkbox"/> 8. 4-10 years.
<input type="checkbox"/> 4. 91-180 days.	<input type="checkbox"/> 9. Over 10 years.
<input type="checkbox"/> 5. 181 days to 1 year.	

OTHER CONSIDERATIONS AND REQUIREMENTS: The minimum requirements listed above may be satisfied by having any equivalent combination of education and experience which demonstrates possession of the required knowledge, skills and abilities.

Classification Established:
Job Description Developed: 09/26/2011
Revised:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2011.10.16 – 145**
Resolution Re: **HealthTrust Program**

WHEREAS: The Dover City Council adopted a Resolution on February 8, 1995 authorizing the City Manager to enter into cost saving agreements for health insurance coverage in collaboration with City employees to provide long term savings on health insurance premiums for the City and its' employees; and

WHEREAS: In accordance with the 1995 resolution, the City also entered into contractual agreements with the New Hampshire Municipal Association (NHMA) HealthTrust; and

WHEREAS: The NHMA has evolved into the Local Government Center HealthTrust offering City employees cafeteria style health insurance options; and

WHEREAS: The Local Government Center By-laws, the Local Government Center HealthTrust participation agreement, and Chapter 5-B of NH Statutes requires City Council approval of agreements with the Local Government Center and its affiliates; and

WHEREAS: The City has and will continue to seek to engage in successful cost saving strategies for employee health insurance related coverage along with workers' compensation and property and liability related insurances.

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

The City Council approves the January 1, 2008 participation agreement with Local Government Center HealthTrust, and

FURTHER: The City Manager is directed to report upon the available cost saving options for the acquisition of health insurance coverage for city employees in accordance with the City's existing collective bargaining obligations and report to the City Council the results of the investigation within sixty (60) days; and

FURTHER: The City Manager may solicit cost proposals from available vendors fulfilling ongoing contractual obligations, through a public, advertised RFP process and report all findings and recommendations for Council approval.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch Sponsored by: Deputy Mayor Karen Weston
Finance Director

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 – 2011.10.16 – 145**
Resolution Re: **HealthTrust Program**

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:

See attached February 8, 1995 Adopted Resolution

RESOLUTION

12 J 23
BK

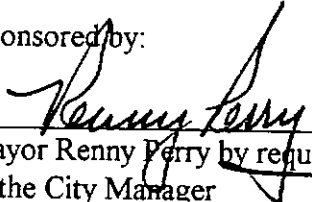
RE: ACCEPTANCE OF CAFETERIA PLAN FOR HEALTH AND DENTAL COVERAGE

- WHEREAS: The City Manager formed an employee committee consisting of members from each bargaining unit to address cost containment of health care; and
- WHEREAS: The committee investigated the issues involved and surveyed the employees; and
- WHEREAS: A Cafeteria Plan was developed to give the employees options for health and dental coverage, including incentives to choose a health plan of lower cost than the current JW Plan with Managed Care; and
- WHEREAS: The new plan structure is designed to contain long term premium increases and to provide savings to both the employees and the City; and
- WHEREAS: All bargaining units have voted to accept the new plan structure; and
- WHEREAS: The City Council needs to authorize the City manager to enter into agreements with the bargaining units and NHMA to make the plan effective;

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

The City Manager is hereby authorized to enter into agreements with the various bargaining units to place the new health and dental options, as outlined in the background information, into effect for July 1, 1995 and to amend the Section 125 Premium Offset Plan as appropriate. The City Manager is further authorized to enter into agreements with the New Hampshire Municipal Association's Health Insurance Trust to provide the new health and dental options.

Sponsored by:



Mayor Renny Perry by request
of the City Manager

Approved as to form:

Scott Woodman
City Attorney

Background Information:

See Attached

Recommendation:

The City Manager recommends this resolution be adopted.

Regular Council Meeting held February 8, 1995.
McCabe moved to adopt, seconded by Landry.
Motion passed on a 7-0 roll call vote.

Background Information:

The City Manager formed an employee committee consisting of members from each bargaining unit to address cost containment of health care. This resolution adopts a new health and dental plan structure as developed by the Health Care Committee after months of studying the issues involved and surveying employees. The new structure will provide options to the employees to choose their coverage according to their needs. It also provides incentives to the employees to choose a health plan with lower premiums than the current JW Plan with Managed Care. The new structure is designed to contain long term premium increases and will provide savings to both the employees and the city. The resolution authorizes the City Manager to enter into agreements with the various bargaining units and the New Hampshire Municipal Association and to amend the City's Section 125 Plan to place the new plan structure into effect for July 1, 1995.

New Plan Structure:

The following NHMA health plans will be offered to employees under the new plan structure:

Current NHMA Plan: (will continue to be offered)
JW with Managed Care (employee contribution provisions of contracts applies)

Additional NHMA Plans:
Comp100 with Managed Care (no payroll contribution)
Blue Choice (no payroll contribution)
Matthew Thornton (no payroll contribution)

The new plan structure will replace the current Northeast Delta Dental plan with plans provided by the NHMA. Cost sharing provisions of the contracts will apply to Option IV, identified as the dental plan for contract purposes. The following reflects both the current plan and the NHMA Northeast Delta dental plans:

Current NE Delta Plan - Coverage A&B (this plan will no longer be offered)

NHMA Plans:
Option IV - Coverage-A&B (new base replacing direct NE Delta plan)
Option III - Coverage-A,B,C (premiums over option IV at employee expense)
Option I - Coverage-A,B,C,D (premiums over option IV at employee expense)

Attached are sheets showing cost information based on FY94 rate information:

The Annual Premium Costs for the new health and dental plans.
The Analysis of Shift, portraying the savings to employees and the City at various levels of percentage of employees changing health plans (based on Blue Choice premium amounts).

City of Dover

Section 125 Plan

Health Plan Shift Analysis
Based on Fiscal Year 1994

% Employee Shift	Health & Dental		City Savings (Cost)	Employee Savings
	Current	New (BC)		
10%	1,084,207	1,088,748	(4,541)	3,918
20%	1,084,207	1,081,053	3,154	10,470
30%	1,084,207	1,073,359	10,848	17,022
40%	1,084,207	1,065,664	18,543	23,574
50%	1,084,207	1,057,970	26,237	30,126
100%	1,084,207	1,019,498	64,709	62,886

Savings

City: Cost of current JW Plan with Managed Care & NE Delta Plan less the cost of Blue Choice and NHMA Option IV Dental Plan. Shifts to other optional health plans will return greater savings. Above amounts net the additional premium for NHMA Option IV Dental vs current NE Delta Plan. This cost is estimated at \$12,235 annually. (Dental Options I & III are at employee cost for amount above Opt IV)

Employee: Return of payroll contribution for switching to optional health plan less the increase in cost for family dental plan.

**City of Dover, N.H.
Section 125 Plan**

Annual Premium Costs - Health and Dental

Based on Fiscal Year 1994

Health Plan Options

	JW(MC)	Comp100	Blue Choice	Matthew Thornton
Single	2,244.48	1,949.76	1,966.92	1,840.92
Two Person	4,488.84	3,899.40	3,933.84	3,681.84
Family	6,060.00	5,264.28	5,310.60	4,970.40

Dental Plan Options

	(New Base)		
	Option IV	Option III	Option I
	A,B	A,B,C	A,B,C,D
Single	187.80	239.40	239.40
Two Person	366.36	446.64	476.52
Family	657.24	752.40	855.36

Dollar Change in Health and Dental Premiums

Health Plan Options

Savings vs JW w/ Managed Care

	JW(MC)	Comp100	Blue Choice	Matthew Thornton
Single	NA	294.72	277.56	403.56
Two Person	NA	589.44	555.00	807.00
Family	NA	795.72	749.40	1,089.60

Dental Plan Options

Additional Costs vs Option IV

	(New Base)		
	Option IV	Option III	Option I
	A,B	A,B,C	A,B,C,D
Single	NA	(51.60)	(51.60)
Two Person	NA	(80.28)	(110.16)
Family	NA	(95.16)	(198.12)

Percent Change in Health and Dental Premiums

Health Plan Options

Savings vs JW w/ Managed Care

	JW(MC)	Comp100	Blue Choice	Matthew Thornton
Single	NA	13.1%	12.4%	18.0%
Two Person	NA	13.1%	12.4%	18.0%
Family	NA	13.1%	12.4%	18.0%

Dental Plan Options

Additional Costs vs Option IV

	(New Base)		
	Option IV	Option III	Option I
	A,B	A,B,C	A,B,C,D
Single	NA	-27.5%	-27.5%
Two Person	NA	-21.9%	-24.7%
Family	NA	-14.5%	-30.1%



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2011.10.12 – 146**
Resolution Re: Award of Additional Scope of Services B09052 WWTP
Sludge Dewatering Upgrade Design Services

WHEREAS: Sealed Requests for Qualifications (RFQ's) B09052 were issued and received for Professional Engineering Services for the Sludge Dewatering Study on March 27, 2009 at 2:00 PM and award was made to AECOM in the amount of \$45,500 and for the design services in the amount of \$154,750.00; and

WHEREAS: The next phase of the project is the construction oversight of the Sludge Dewatering Upgrades in the amount of \$428,870.00. This was approved via council on 5/25/2011; and,

WHEREAS: Addendum #1 requests additional scope of service for engineering design services for the three Sludge Holding Tank Coatings and two new sludge feed pumps in the amount of \$42,300.00. This amendment has been approved by state NHDES.

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 AECOM given the amount of \$42,300. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.53250.4741.04588.12.000	Sludge Dewatering Equipment Upgrade	4,000,000.00	1,634,797.61

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.B.4.

Resolution Number: **R - 2011.10.12 – 146**
Resolution Re: Award of Additional Scope of Services B09052 WWTP
Sludge Dewatering Upgrade Design Services

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.B.4.

Resolution Number: **R - 2011.10.12 – 146**
Resolution Re: Award of Additional Scope of Services B09052 WWTP
Sludge Dewatering Upgrade Design Services

RESOLUTION BACKGROUND MATERIAL:

Sealed Requests for Qualifications (RFQ's) B09052 were issued and received for Professional Engineering services on March 27, 2009 at 2:00 PM. Six vendors replied and an evaluation committee made up of four Dover personnel evaluated and short listed these replies. Interviews were conducted on April 13, 2009 and the committee selected AECOM of Concord MA. A fee schedule was negotiated and forward to State of NHDES for review and approval. Approval by the NHDES representative as well as City of Dover personnel was received award of the contract in the amount of \$45,500.00 was to AECOM of Concord MA. Additional scope of services for the design phase of this project was awarded by council in the amount of \$154,750.00 and was approval by NHDES.

The next phase was the construction oversight in the amount of \$428,870 and was approved by council 5/25/2011.

AECOM will provide professional engineering services for evaluation of the three existing sludge storage tanks, recommend a coating system and sport repairs and prepare documents needed to bid out. AECOM will also provide professional engineering services for the replacement of two existing sludge feed pumps for the sum of \$42,300.00 and has been approved by State NHDES.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	22	Number of Responses:	6
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	AECOM	Fund:	Various
Other Approvals Required:	Yes State NH	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2011.10.12 – 147**
Resolution Re: Telecommunications Services - Switch Upgrade

WHEREAS: As a result of a sealed bid process, reference B11047 Telecommunication Services, the City Council voted to award the bid to BayRing Communications; and

WHEREAS: The BayRing proposal offered the option to lease VoIP switches as part of their bid response; and

WHEREAS: The City of Dover has determined it to be more prudent and cost-effective to purchase and own these critical switches that will support both voice and data communications; and

WHEREAS: The City of Dover has obtained three quotes for these items and requests to award the purchase to the vendor with the lowest quote, Presidio.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order in the amount of \$53,018.85 to Presidio per Quotation#: 11166371-01 dated September 22, 2011. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance FY12
xxxx.1.xxx.xxxxx.4531.xxxxxx	Telecommunications	\$255,093.00	\$255,093.00

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.B.5.

Resolution Number: **R - 2011.10.12 – 147**
Resolution Re: Telecommunications Services - Switch Upgrade

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.B.5.

Resolution Number: **R - 2011.10.12 – 147**
Resolution Re: Telecommunications Services - Switch Upgrade

RESOLUTION BACKGROUND MATERIAL:

The cost of leasing switches from BayRing communications per B11047 response.

- For additional services outlined in "III. Project Requirements 8." or additional features you wish to propose, list them separately. Please include separate descriptions for each feature. Please include all system hardware and software to implement the system at the quoted price. Indicate any additional system hardware and software cost for optional features.

BayRing recommends the following hardware for use with the proposed IP Centrex offering:

The City/Schools can choose to purchase equipment or lease from BayRing for the monthly charges listed below.

Cisco 2921 Router
Recommended for City Hall (main hub)
Monthly: approx \$80

Cisco 1921 Router
Recommended for remaining locations
Monthly: approx \$25

Cisco Catalyst 2960-S
24-Port PoE Switch
Monthly: approx \$50
48-Port PoE Switch
Monthly: approx \$100

Includes Smartports

A detailed site survey of current switches and phones will need to be done in order to identify the number of phones fed from each phone closet. This will determine how many switches and what versions are needed for each closet/facility.

Cisco Part #	BayRing/mo	BayRing 5yr	Presidio	SHI	CompUSA
WS-C2960S-48FPS-L	\$ 100.00	\$ 42,000.00	\$ 31,479.00	\$ 27,339.06	\$ 28,558.39
			\$ 11,761.75	\$ 14,827.05	\$ 15,824.32
WS-C2960S-24PS-L	\$ 50.00	\$ 6,000.00	\$ 4,794.00	\$ 4,192.80	\$ 4,348.84
			\$ 2,502.50	\$ 4,860.00	\$ 3,366.88
			\$ 48,000.00	\$ 50,537.25	\$ 51,218.91
WS-C2960-8PC-L*			\$ 1,881.00	\$ 1,836.60	\$ 1,903.29
			\$ 600.60	\$ 809.96	\$ 809.34
			\$ 53,018.85	\$ 53,865.47	\$ 54,811.06

Cost comparison of leasing switches from BayRing vs purchasing. Three quotes include 5yr maintenance.

*As BayRing does not offer lease price for 8-port PoE switch, eliminated from comparison.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2011.10.12 – 147**
 Resolution Re: Telecommunications Services - Switch Upgrade

While purchasing equipment for \$2500.00 is more costly than leasing for five (5) years, it is recommended that the City of Dover own this critical infrastructure. These switches will continue to support the City’s VoIP and data network if the City opts to renew its voice contract with BayRing for years five through ten. Alternatively, this equipment will remain within the City if the City elects an alternate VoIP solution in five years time.

Purchasing Information:

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	28	Number of Responses:	5
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	June 30, 2016	Estimated Delivery:	As needed
Recommended Award to:	Bayring Communications	Fund:	GF
Other Approvals Required:	School Board	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater

Vendor List

SCW	SHI	PCMallGov	Presidio
CompUSA			



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2011.10.12 – 13**
Ordinance Title: **Trakey Street Turning Restriction**
Chapter: Chapter 166, Vehicles and Traffic

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by restricting left turns entering Trakey Street from each end.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-49 SCHEDULE B: “Prohibited Turns at Intersections” as follows:

THE FOLLOWING ARE ADDED:

STREET:

CENTRAL AVENUE

LOCUST STREET

DIRECTION OF TRAVEL/ INTERSECTION:

**NORTH AT THE INTERSECTION WITH
TRAKEY STREET**

**SOUTH AT THE INTERSECTION WITH
TRAKEY STREET**

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

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 - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2011.10.12 – 13**
Ordinance Title: **Trakey Street Turning Restriction**
Chapter: Chapter 166, Vehicles and Traffic

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		
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.		

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was recommended by the Transportation Advisory Commission at its September 26, 2011 meeting following a discussion of traffic calming strategies and input from a number of Trakey Street residents.

Trakey Street is slightly less than 500' in length and connects Locust Street to Central Avenue in the area north of CARE Pharmacy and south of St. Joseph's Church. The police department conducted a traffic count from July 26 to August 2, 2011. Over the seven day period, average daily traffic volume was 855 cars, split fairly evenly between each direction of travel. Average speed was recorded at 19 mph, and 85th percentile speed was 25 mph. Nearly all traffic using Trakey Street is classified as "thru" traffic.

CAD
Ack
PFA

September 18, 2011

Howard Tuttle
19 Rogers Street
Dover, NH 03820

Dear Mr. Tuttle,

It has been brought to my attention that you have a rolled up carpet along your drive way that is partially on my property. It is not my concern that it is on my property, however, it is a concern in the fact that it is starting to smell and the mildew odor is bothering the tenants and my household as well. Please have it removed from the area before September 24th. If it is not removed by this time, I will be notifying the State Board of Health.

I would ask you directly, but you have become very difficult to approach in property boundary matters. So to avoid any physical confrontation, I will be communicating to you via written letters. In addition, I will be copying the Dover Police Department.

Sincerely,

Edward and Victoria Ely
21 Rogers Street
Dover, NH 03820

Edward S. Ely
Victoria Ely

CC: Dover Police Department
Dover City Council