



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 11, 2012**
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, SMITH WELL PARKING RESTRICTION
SPONSORED BY COUNCILOR WESTON**

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. December 7, 2011 – Special Meeting**
- B. December 7, 2011 – Workshop**
- C. December 14, 2011 – Regular Session**

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

**1. CHAPTER 166, VEHICLES AND TRAFFIC, SMITH WELL PARKING RESTRICTION
SPONSORED BY COUNCILOR WESTON**

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS – None



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 11, 2012**
Meeting Time: **7:00pm**

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – Greater Dover Chamber of Commerce**
- 2. RESOLUTION: AWARD OF PURCHASE ORDER TO FISHER AUTOMOTIVE FOR AUTOMOTIVE PARTS AND SUPPLIES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 3. RESOLUTION: AWARD OF PURCHASE ORDER TO SULLIVAN TIRE COMPANY FOR TIRES AND MISCELLANEOUS RELATED SUPPLIES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 4. RESOLUTION: CONTINUATION OF AGREEMENT FOR WORK BOOTS/FOOTWEAR. SOLE SOURCE VENDOR REDS SHOE BARN**
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. B12034 AWARD OF BID FOR BROADCASTING EQUIPMENT FOR COUNCIL CHAMBERS AND SCHOOL**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 2. NITROGEN REDUCTION IN THE GREAT BAY ESTUARY**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 3. ACCEPTABLE USE POLICY**
SPONSORED BY MAYOR TREFETHEN BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, January 11, 2012**
Meeting Time: **7:00pm**

- 4. APPROPRIATION FOR FY2013 CAPITAL IMPROVEMENTS PROGRAM – WATER MAIN COURT STREET NON-DEBT FINANCED PROJECT (REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 25, 2012.)
SPONSORED BY DEPUTY MAYOR CARRIER AND COUNCILOR GARRISON**

C. ORDINANCES IN 1ST READING – None

14. COUNCIL CORRESPONDENCE

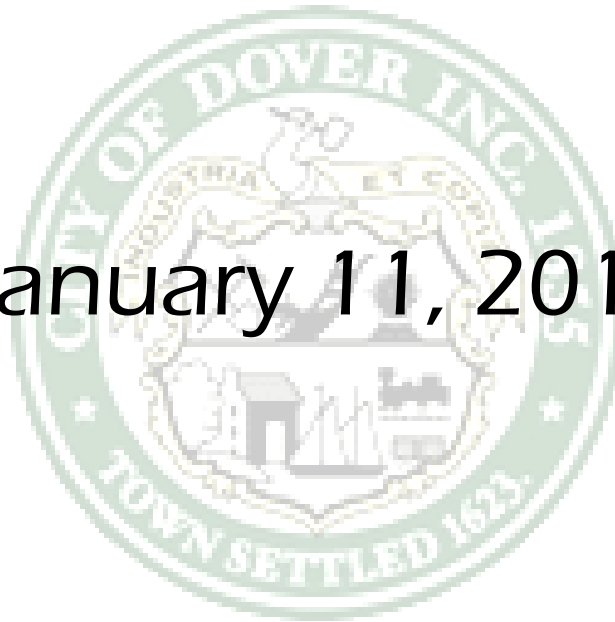
A. CORRECTION NOTICE FROM XFINITY

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT

CITY MANAGER'S REPORT

January 11, 2012



"In the long history of humankind (and animal kind, too) those who learned to collaborate and improvise most effectively have prevailed."
~ Charles Darwin

SUBMITTED BY:

J. MICHAEL JOYAL, JR.
CITY MANAGER

**CITY OF
DOVER, NH**

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

STREETS, WATER, SEWER UPDATES

Utilities: As part of the North End Water Pressure work, a new section of water main went online from Sandy Lane to Fieldstone Drive. The City is going to reclaim Long Hill Road. Due to the reclaim work, the contractor provided house services to each lot on the run so that residents would not need to cut into the new pavement.

Leak detection has been ongoing. A leak discovered on Hemlock Circle will require the hydrant to be replaced after attempts for repairs were unsuccessful. A new hydrant will be installed this month. The Public Works Superintendent worked with the City's GIS Technician to input all new hydrants into the GIS database.

City staff worked with SUR on Old Rollinsford Road to extend the dead end main. This included adding 60 feet of 6 inch pipe and a hydrant. This will allow the city the capability to flush this main.

Due to all of the underground utilities within Conifer Commons, a damaged curb box could not be easily accessed. Repairs, traditionally done with a backhoe, required the use of the sewer jet truck.

Crews are currently installing a 12 inch water main on Crosby Road. This main is needed to provide a loop of the system. Currently, the majority of the businesses in Crosby Road's Industrial Park are fed from Knox Marsh Road. If a break or shutdown were to occur on that main, the businesses on Crosby Road would be without water. This loop work is approximately 750 feet and will also provide additional fire flow to the area. Fire flow was also conducted for the new dialysis building, located on Sixth Street.

Work has started on the booster station for the North End Water Tower project. The footings have been poured as well as the foundation. Crews will backfill around the foundation and cover with a tent for the winter months.

The Sewer Division responded to two blockages, both located within sewer easements. The first was within an easement running from Middle Road to Dover Point Road. Crews had to drag a jet hose over land in order to access the manhole to clear the blockage. The second blockage occurred within the easement located behind Hampshire Circle, which runs from Hampshire Circle to Iona Avenue. Crews also had to drag the hose over land to access the manhole.

Staff assisted with the replacement of a sewer service, located on Tanglewood Drive, after the resident was unable to find a contractor to clear the back-up. The city replaced approximately 80 feet of the 4 inch pipe.

Streets: The Highway Division continued to fill various potholes throughout the city as needed. Several areas were cut and patched, using the last of the hot top to fill the holes and trenches before the plants close for the season. Crews responded to seven snow events during the month of December. Roads and sidewalks were prepped, sanded and salted during several snow/ice storms. The residential salt and sand pile on Shaw's Lane was replenished as well as the barrels located in trouble spots. Cleanup of the yard and area behind the salt shed was performed to make room for the storage of all water pipes. The City pit was also cleaned up and reorganized for the winter.

The shoulder on Sixth Street by Gladiola Way was re-graveled after it had washed out. The sidewalk in front of St. Mary's Church on Chestnut Street was repaired. Crews had to cut and pour new cement after areas

had fallen apart, creating a trip hazard. The sidewalk on Locust Street, across from Trakey Street, was also repaired; broken areas were removed and concrete repaved.

A beaver dam on Crosby Road was torn down and cleaned out after area businesses experienced flooding. The ditch was cleaned out and a structure installed on Ash Street to catch excess water after problems with flooding and icing in roads was reported. On Whittier Street, crews cut trees and prepped the area for new drainage pipes. A headwall on Hemlock Circle was cleaned out after being clogged with debris.

Training on the sidewalk tractor was conducted over several days. Crews also received training on the roll-off and hook-lift trucks. Several employees attended the Salt Reduction Class, offered through UNH's T2 program, which was held at the Public Works Department. The annual snow meeting took place on December 8th, where plow routes were distributed to include some new roads and safety issues were discussed. Drivers were given a chance to check out their new routes and report back any questions or potential problems they may encounter.

PROGRAMS AT CITY CENTERS/BUREAUS

Investigations/Legal Bureau: During the month of December, there were 8 letters generated by the Dover Police Special Investigations Unit that were sent to certain licensed liquor establishments in Dover. The letters were a result of analysis of Police Reports involving overly intoxicated persons. When it is determined an overly intoxicated person had been over-served, a letter is sent from the Police Department to the establishment. The letter, along with the Police Report, is also sent to the NH Liquor Commission's Bureau of Enforcement.

A total of 7 registered sex offenders were processed during the month. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

During the month of December, the SIU investigated two robberies. One occurred in a residence and one that occurred in a vehicle. In the residential robbery, SIU detectives were able to identify three suspects. Two of those suspects have been arrested while there is an active arrest warrant for the third suspect, whose current whereabouts are unknown. The investigation into the other robbery continues.

The SIU is also investigating a shooting death that occurred early in the morning on Christmas Day. As a result of that investigation, an individual has been charged with manslaughter.

The SIU is also responsible for conducting background investigations into candidates for employment at the Police Department. During the month of December, two investigations of this type were on-going.

Parking Bureau: Parking Manager Bill Simons continued to meet with representatives of River Valley Development, the Parking Commission and other city staff to review the proposed development of three downtown parking lots for mixed use buildings and a parking garage.

Meter activity indicated that downtown was rather busy during the three weeks leading up to Christmas. On average, 7,861 transactions were completed each week. This does not take into account the short term visitors that did not need to purchase a meter receipt, or those who parked in time limited or permit parking areas. Keeping the spaces available to turn over several times a day for customers/visitors instead of employees is critical to the city's overall long term parking plan.

The FY 13 budget for the Parking Bureau was submitted to the Parking Commission for review at its December meeting.

The Parking Commission is evaluating extending the short visit exception to purchasing a meter receipt to the first row closest to the Cocheco Apartments in the Orchard Street parking lot. The owners of the adjacent businesses have been invited to the next meeting or to submit their opinion on the idea.

The collections agency has brought in \$12,015 (net to the city) as of 12/29 in overdue, out-of-state fines.

Traffic Bureau: Sgt. Speidel, the Traffic Bureau Commander, attended the 2011 Jay McDuffee Motor Vehicle Seminar on December 7-8, 2011 in Concord. The seminar is coordinated by the Office of the Attorney General to provide advanced training for law enforcement and prosecutors on various legal and investigatory issues that arise when there is an alcohol related motor vehicle fatality. Seminar topics included the use of physical evidence in motor vehicle homicides, human factors, motorcycle crash investigations, testifying as expert witness, administrative hearing procedures, and a review of court decisions affecting felony blood draw cases.

On December 22, 2011, Sgt. Speidel assisted the Dover Fire Department with its annual Toys for Tots distribution event at the St. Mary's Parish Hall on Chestnut Street. The distribution of toys to approximately 350 families occurs within a three hour period. The venue includes such logistical challenges as darkness, limited parking, and a high volume of pedestrians crossing the heavily traveled Chestnut Street. The Police Department secured the loan of a portable lighting unit from the Strafford County Sheriff's Department and Sgt. Speidel provided traffic control to help manage the safe and orderly flow of motorists and pedestrians.

Patrol: During the month of December, officers handled a total of 2,023 incidents resulting in the following activity / arrests:

778	Traffic Stops
51	Total arrests
9	DWI arrests
3	Arrests for MV charges other than DWI
9	Drug related arrests
7	Arrests for Assault
9	Theft related arrests
2	Arrests for Robbery
1	Arrests for Criminal Mischief
10	Arrests were for other agency warrants
1	Arrest for violation of court orders
9	Arrested were juveniles

On December 2, 2011, officers responded to a reported robbery at a Whittier Street residence. It was reported that a male subject, armed with a handgun, had entered the home and demanded property from the resident. Two subjects have been arrested in connection to the robbery and there are active warrants for a third subject.

On December 5, 2011, Officers responded to a reported robbery that occurred on the Silver Street overpass. It was reported that a subject shot at a moving vehicle several times causing the victim to stop. Once the vehicle was stopped, the suspect demanded the operator's property. The investigation is ongoing.

On December 25, 2011 at approximately 2:30 AM Patrol Officers responded to a Knox Marsh Road residence for a reported shooting. The subsequent investigation revealed that the female resident shot her boyfriend, who died from his injuries. The female resident has been charged with Manslaughter.

Diversion Program: The Diversion Committee met on Thursday, December 15, 2011. The committee held two review/release meetings and one new intake meeting. As of this report, there are three active members in the Dover Diversion program and the next meeting is scheduled for Thursday, January 26, 2012.

At the time of this report, there are three new cases awaiting the January 26, 2012 meeting. Any additional cases will be next reviewed at that meeting date, or a date determined by the committee.

Dover Housing Authority (DHA): On December 16th, Officer Joslin, DHA staff, and several students from the Quantum Program made up baskets for the annual Holiday Basket Program.

Officer Joslin, along with several Police Department volunteers, handed out the holiday baskets to residents living with the Family Park of the Dover Housing Authority. Officer Joslin also attended the Community Breakfast held by the Baptist Church at the Seymour Osman Community Center.

Officer Joslin along with the North Country Region Porsche Owner's Club delivered several gifts to a needy family within the Whittier Park Neighborhood. The gifts consisted of toys and clothing, for both the children and adults in the family.

Also during the month, Officer Joslin identified three families in particular need this year. Those families were each given a \$50 gift card that had been provided by the Dover Police Charities.

During the month of December, Officer Caproni continued his work with the Quantum Program at the Seymour Osman Community Center. The Quantum program is a comprehensive and proven youth asset development and incentive program that provides academic support, mentoring, career/post-secondary education planning, social skills development and community service opportunities to select high school students.

In December, Officer Caproni assisted Quantum Director Mimi Bergere with ongoing activities that include daily mentoring in homework, nutrition, community service and cultural events. Some special events included a trip to see the theatre production "A Christmas Carol". Community service for the month included a Community Breakfast and the sorting/delivery of holiday food baskets. The Quantum Program also completed a Tupperware fundraiser to assist with program funding.

Community Service Program: The Community Service program tracked 23 active participants in the month of December. Of the 23 juveniles in the program, 3 participated during the month of December. A total of 9 hours of community service work was completed with no members completing their obligation during the month of December. In 2011, 334.5 hours of community service has been completed and 11 members have finished their court ordered hours.

Police Explorer Program: During the month of December, the Explorer Post met on December 7th. The Post discussed firearms and the major components that make up a Glock 22, the primary firearm issued to Dover Police Officers. On December 17th, there was a strong contingent of Explorers present to deliver holiday food baskets. They worked hand in hand with police volunteers to ensure that the baskets got delivered to

Dover families in need. The next meeting is scheduled for January 2, 2012 with an emphasis on Physical Fitness and Training.

The annual Re-Charter application and money was sent to The Daniel Webster Council during the month to register Post #400 for an additional year. The Explorer Post currently has eight explorers and there are no background checks in progress. There are three new explorers who have been invited to recent meetings and have attended at least one so far. There have also been two new inquiries regarding the program.

Dover Coalition for Youth: On December 7th the Dover Coalition for Youth met with the Partnership for a Drug Free NH to help plan for alcohol awareness month in April 2012. The groups are working together to develop a statewide strategy to bring attention to the issues of alcohol abuse and allow communities across NH to take collective action.

The Coalition has been working with the Dover School Department to implement the Student Behavior Survey. The last survey was conducted in March of 2011 and school principals have just received the results to review. The Coalition is working with the principals to review the data and release it to the public. The Coalition is also preparing to implement the survey again in March of 2012.

Youth to Youth: Dover Youth to Youth conducted its annual Santa's Castle event on three weekend days in December. Each day over 30 Y2Y students provided a holiday adventure for local families. Guests got to tour several rooms full of Christmas activities, costume characters, and music. Kids also got to meet Santa Claus. Over 1,000 children and their parents came to the event over the three days it was open. The proceeds of the event went to support the drug prevention programs of Dover Youth to Youth.

Three members of Dover Youth to Youth were recently selected to be on the New Hampshire Legislative Youth Advisory Council. These students will join 18 other high school and college students from around the state. The purpose of the Council is to advise the legislature and provide youth input on a variety of issues such as education, homelessness or substance abuse. The students also make recommendations for future legislation that may be needed. Last year the Advisory Council was very involved in bullying legislation.

Members of Dover Youth to Youth were solicited to apply for the group. Youth to Youth adviser Dana Mitchell was contacted by NH Rep. Carolyn Gargas, a Hillsborough republican who coordinates the legislature's Youth Advisory Council. She had heard how involved Youth to Youth has been in the legislative process over the years and asked if Mitchell would encourage some of those students to apply for the Advisory Council.

Dover Youth to Youth students have always attended legislative sessions at the State House several times each year to speak in favor or against pending legislation. In some cases Youth to Youth students have proposed new laws, several of which have passed

Teen Center: For the month of December 2011, the Teen Center saw a total of 763 participants, on 21 days of programming, which yielded an average of just over 36 participants per day.

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

- TC Sports Event – “Hoops Shoot-Around” (12/1)
- TC Music Event – DoverPalooza – “Winter Holiday Show” (12/9)
- TC Special Event – “Intern Appreciation Day” (12/12)
- TC Special Event – “Community Buck\$ Raffle Day” (12/14)

- TC Holiday Event – “6th Annual Winter Holiday Party “ (12/21)
- TC Special Hours – “Extended Holiday Hours Night” (12/22)
- TC Winter Vacation Week Events – “Trips & Drop-In Hour Events” (12/26-12/29)

Also during the month, the Teen Center Director, Steve Pappajohn, identified three families in particular need this year. Those families were each given a \$50 gift card that had been provided by the Dover Police Charities.

As 2012 begins, Dover Teen Center staff looks forward to preparing fun and educational opportunities for our participants.

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

11 pedestrian crosswalk warnings
 4 bicycle sidewalk warnings
 9 other bicycle warnings
 1 skateboard warning
 5 calls for assistance
 9 total MV warnings
 2 MV cross walk warnings
 2 MV one-way warnings
 22 business checks completed
 5 Reports of Criminal Mischief

Animal Control: For the month of December, there were at total of 70 animal calls. Of those, 22 were handled by the Animal Control Officer (ACO), 26 were handled by Dispatch and 22 by Patrol Officers. The following is a breakdown of the 22 calls handled by the Animal Control Officer:

-5 found animals
 -3 wildlife call
 -3 welfare calls
 -2 loose dogs
 -2 lost dogs
 -4 deceased animals
 -3 nuisance animal call

During the month ACO Ladisheff received 46 voicemail messages from citizens.

K-9: The Department has one K-9 handler, Officer Tim Keefe, who works two K-9 partners, Grinko, a German shepherd and Norman, a Golden Retriever. Below is a breakdown of the K-Unit activity for December

5 Tracks conducted
 4 Building searches conducted
 1 Call in while off duty.

The five tracks conducted were related to the crimes of Robbery, Burglary, and Assault. Additionally, one of the tracks was conducted to locate a suicidal subject.

During the month of December, the K-9 Unit conducted a total of 20 hours of training. On December 5, 2011, K9 Norman was recertified in narcotics detection.

Communications Bureau: The Communications Bureau handled 8,530 radio transmissions, 8,718 phone calls, 336 emergency calls, 84 alarms, and 236 customers in the Police Department's lobby.

Recreation Programs: Our winter programs and most of the programs are at full capacity or expanding. The Recreation Department has also advertised an expanded travel program run through the Senior Center. With the surge of attendance at all facilities and programs, it is a very busy season.

All basketball leagues are in full swing. Additional Youth Open Gym times were scheduled for vacation week at the McConnell Center basketball court. In addition, there were gym rentals for indoor soccer on Friday nights.

Senior Center Programs: The Dover Community Senior Center continues their recurring activities including Bingo, Bridge, Crafts, Canasta, Whist, Poker, Pay Me, Scrabble and Cribbage.

The Silver Strummers have been out in Dover performing their holiday music and rehearsing on Wednesdays at the Center.

The Senior 'Travel Department' went on a casino escape to Mohegan Sun and Foxwoods in November and look forward to new day and overnight trips to be announced in December. The big Christmas party was held on December 15th with 74 in attendance.

Mystery Lunches: 48
Senior Advisory Board Meeting: 10
Senior Monthly Social: 20

Indoor / Outdoor Pool: Early Bird seems to be the largest attended swim at the Dover Indoor Pool, seeing as many as 45 swimmers every morning. Hydrofitness usually has 10-15 attendees and the Great Bay Masters program has 25-30 swimmers.

High School swimming is in full swing with Dover High, St. Thomas, Spaulding and Berwick Academy using the pool on a daily basis as well as Oyster River during vacation and early release days. Seacoast Swimming also has seen its usual swim time over the past month.

Overall, there is an average of 75-90 lap/rec swimmers per day with as many as 250-300 swim team members each day during the week.

December also saw an end to the weekly Tuesday/Thursday swim lessons as well as the Friday afternoon Homeschool swim lessons. Both will begin again after the New Year.

A beautiful quilt was raffled off which was donated by Nancy Hadlock, a pool member, and raised \$165. The pool a thon has wrapped up and to date just under \$5000 has been raised with packets still coming in.

Adult Lap Swim: 75-90 swimmers daily

Ice Arena: The month of December brings fun holiday events to the Dover Arena including the Great Bay Figure Skating Holiday show and the annual skate with Santa.

This month also kicks off the high school hockey season with the high school jamboree for boys and girls teams. The arena is in full swing with youth hockey games and high school hockey games every week. Recreational skating continues to be very busy this month and is especially busy just after the Christmas holiday.

The adult and youth stick practices are always well attended events this time of year and offers ice time for adults and youth players to come out and have fun on the ice.

Stick Practice: 506

Public Library: Attendance at 13 special programs (storytimes, movies) = 220

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

- The Planning Department worked with the School Department to formalize the request process to utilize impact fees.
- The Director of Planning and Community Development worked with the Planning Board Chair to develop an educational program for the 2012 workshops that occur the second Tuesday of the month for Planning Board members. There are 9 workshops scheduled with topics ranging from legislative updates, to low impact development.
- The Planning Department worked with the Community Services Department to identify needs on the Community Trail. This work included requesting bids for extended the section on Whittier Falls Way to the Spaulding Turnpike.
- Planning and Community Development staff assisted the Community Services and Inspection staff with a review of outstanding issues on several projects, and took the lead on reaching out to the developers. The plans/projects are as follows:
 - Gladiola Way
 - Nye Lane/Pacific Landing
 - Willand Pond
 - 375 Sixth Street
- Dover Public Library loaned 106 materials to Dover public schools and borrowed 90 volumes from the schools through Dovertnet Intraloan System
- The Dover Public Library aided the school libraries on 11 occasions with Dovertnet automation system tasks.
- The Fire Chief and Assistant Fire Chief met with the Dover Housing Authority to discuss a unified response plan to carbon monoxide alarms, which have recently been installed in all units. This will address issues on both a safety and operational front to ensure the safety of the residents and reduce false alarms.

- The Fire Department worked with Wentworth-Douglass Hospital on a response plan for fires that occur in the parking garage. This garage is located in Rollinsford which requires a response from both departments to ensure all fires and other incidents within the structure are quickly mitigated.
- The Fire Department also conducted a life safety drill at Langdon Place using residents and staff. After the drill, suggestions to their plan were made that should help them in an actual emergency.

PLANNING & ZONING

In addition to the day to day activities in the Planning Department, staff facilitated the following applications before Boards and Commissions:

Planning Board

- An extension of a Conditional Use Permit for Thornwood Commons LLC, located on Thornwood Lane. (P05-62)
 - The permit was needed to extend the Conditional Use Permit beyond the original five year approval.
- An extension of a Conditional Use Permit for VC Dover Investments LLC, located on Grapevine Drive. (P06-25E)
 - The permit was needed to extend the Conditional Use Permit beyond the original five year approval.
- A Site Plan Review of land for VC Dover Investments LLC, located at Grapevine Drive. (P11-62)
 - This plan will construct a 9,100 square foot retail building.

Zoning Board

- One Administrative Appeal was dismissed as moot by the Board for property located at 26 Horne Street.

Conservation Commission

- NHDES Minimum Impact Expedited Permit for NH Department of Transportation located at Hilton Park on US Route 4/NH Route 16
 - This is connected to the Little Bay Bridge project. Proposal is to impact 200± sq. ft. of shore land to construct a natural gas pipeline.
- A Conditional Use Permit was tabled for Michael and Shelby Brewer located on Fourth Street
 - This would allow encroachment into the wetlands buffer for a house and driveway.

The Planning Department drafted and released a request for proposals for a consultant to assist the committee in gathering community information and views to develop the visioning and goals for the Master Plan.

Three teams were interviewed by a panel, and one consultant, Roger Hawk, was selected for the work. Work should begin in January.

The Master Plan Steering Committee met for the first time on Wednesday December 28. It elected Planning Board member Kirt Schuman as its chair.

Planning and Community Development Staff worked with PlanNH, the Workforce Housing Coalition of the Greater Seacoast and the Urban Land Institute to develop a charette and education program that will be held in the late winter/spring for the downtown.

The Planning Board approved 10 of the 15 land use amendments suggested by the EPA Building Blocks report. These amendments act to promote alternative energy sources, reduce the City's carbon footprint and encouraging use of sustainability through resource allocation. The City Council will review these zoning amendments.

The Planning Board posted 22 subdivision and 9 site review regulation amendments. A public hearing for these amendments will be held on January 10, 2012.

CITY GROUNDS – FACILITIES & PARKS

Facilities & Grounds crews continued to handle daily requests for service at the City Hall and Police Department offices. Custodial duties were performed at the Public Works Facility, Train Station and City Hall, as well as filling in at the Library and McConnell Center as needed. Employees conducted normal day-to-day maintenance, clean-up and ground maintenance of municipal buildings. Leaf pick up continued in Pine Hill Cemetery. The mild weather has allowed and crews to continue clean up around the Public Works Facility.

The Pine Hill Cemetery received a gift of a 25 foot flagpole and granite bench, dedicated to the memory of local businessman Doug Stone and all those who perished on 9-11. The gift, presented by his friend and business partner Tad Parker, was set on December 2nd. There has been no word from Mr. Parker on whether or not a formal dedication ceremony is desired at a future date.

Facilities & Grounds crews finished prepping the Garrison Hill sledding area, cutting brush and securing the hay bales in place. Repairs on the Chapel chimney have begun. The outdoor pool renovations are ongoing. The new roof is in place and work continues inside.

Graffiti continued to be a problem throughout the City. Private buildings have been tagged with large drawings and the Community Trail Bridge has continually been tagged underneath.

Downtown décor streetlight bulbs continued to be changed as needed. Sign work also continued in the posting of signs for new developments as well as the replacement of existing signs as needed. Tree trimming around signs has been ongoing.

Boiler cleanings and preventative maintenance on the HVAC equipment has continued. The Indoor pool had some serious issues with leaks around the boilers that will need to be addressed. They have been evaluated and may need to be put out to bid.

Employees successfully identified where the leaks in the auditorium at City Hall were entering the building, but were unable to locate them from the outside. Crews are still trying to remedy this issue.

The construction on the renovations of the Bathhouse at the Jenny Thompson Pool continued this month. Pine Brook Corporation plans to have this work completed by the pool opening in the spring.

GENERAL UPDATES

- The Director of Planning and Community Development attended a public meeting, on December 29, 2011, on changes that are required to maintain funding for portions of the FastTrans intra-city bus service the City and COAST offers.
- In December, Planning and Community Development staff participated in one (1) webinar. The topic was blue urbanism –how sea level and climate change affect cities and towns.
- The Director of Planning and Community Development spent much time in December working on reviewing performance standards. This included reviewing three books (Extreme Government Makeover, Measuring Up 2.0, and We Don't Make Widgets), and participating in online research and one on one conversation with others in the field
- The Director of Planning and Community Development was selected as one of the 2012 participants in the Leadership Seacoast program. This program is 9 full days, spread out over 4 months, designed to challenge personal assumptions about critical issues while exploring diverse ideas, resources and practices. This is all done with a focus on the seacoast region.
- The Dover Public Library also joined with libraries statewide to purchase Heritage Quest database for a group discount, saving approx. \$200.
- The new print management system for public printing from Internet computers at the Public Library (funded through grant and Friends of the library) resulted in \$68 estimated savings in January 2011 for paper and ink and toner not used for 458 unpicked-up copies.
- Library collected over 300 food items in its “Food for Fines” drive to aid local food pantries.
- Library participated in Festival of Trees celebration at City Hall with “Christmas with Mother Goose” tree and sold \$270 worth of tree ornaments to benefit City Lights Committee.
- The Fire Department’s overtime account continues to exceed projections. We have expended about 65% of our allotment at the halfway mark for the budget year. We have seen an earlier run of the cold and flu season and this has added to this usage. We continue to not fill our first vacancy (reducing staffing to 11) and the Deputy Chief is being used to cover some vacancies as they occur.
- Training in the several fields was attended by administration and shift personnel in the Fire Department over the last month. Classes included, WEB EOC, a class required to be in command function in the Emergency Operations Center, Fire & Emergency Instructor II & III and Grant Administration. Additionally, a class on Back Safety Techniques was presented by a local chiropractor to ensure all shift personnel are aware of the latest techniques for protecting their health.
- The Fire & Life Safety Inspector met with the school facilities personnel to review outstanding Life Safety issues at the schools to ensure they are being addressed. Some require outside contractors and budget requests and this meeting allowed a current update on all outstanding issues.
- Dover Fire worked with both the High School and Middle School by providing the Ladder truck for class photos, which will be used in the school yearbooks at the end of the year.

- The Dover Toy Bank, led by Dover Firefighters, spent countless hours collecting, sorting and wrapping gifts for approximately 350 families and 750 children in Dover. Many firefighters spent many off duty hours organizing this drive for our community, but they could not accomplish this without the support of our community. Many local businesses not only hosted boxes for drop off, but also had toy drives within their companies to support this program. When it became apparent that we were lacking in gifts for certain age groups, the community stepped up and provided cash donations so firefighters could shop for appropriate gifts. Dover Fire & Rescue could not be more proud of these efforts and knowing that we impacted so many children in Dover is what keeps this program going year after year.
- Engine 4, a quint type engine has returned from Coastal Auto Body. It is getting hydraulic work completed in-house and once it is serviced and restocked, it will be returning to service at the Liberty North End.
- The Deputy Chief completed the EMS licensing for our transport license. This labor intensive bi-annual requirement ensures all paperwork and hospital agreements are in order.
- Administration and shift personnel worked with a vendor to begin evaluation of new extrication equipment that was approved during this year's CIP. This two day training, held at Colony Auto Body, allowed us to evaluate a new style of extraction equipment.
- The Fire Chief will continue to monitor their revised response plan, used when staffing is dropped to eleven (11) people. This plan, which has been in place since July, is used when a position is not backfilled due to a reduction in overtime. The plan directs which vehicles respond to which calls. This plan has been altered to better answer sequential calls which often pull the forces in multiple directions. The Chief will review these changes in 60 days to ensure firefighter and citizen safety is not compromised.

CITY OUTREACH

Fifteen citizen surveys were mailed out in December, 2011 from the Dover Police Department. Six surveys were returned this month. The respondents were asked to rate the officers and dispatchers in terms of attitude, helpfulness, skills and abilities. Specifically, the ratings were as follows:

Dispatcher rating

Attitude and Helpfulness

5 Excellent

1 Good

Skills and Abilities

4 Excellent

2 Good

Officer ratings

Attitude and Helpfulness

5 Excellent

1 Good

Skills and Abilities

5 Excellent

1 Good

The respondents were asked to rate the overall performance of the Police Department. Five of the respondents rated this area as excellent and one rated this area as good.

The Department of Planning and Community Development continued to update its blog, face book page and twitter feed to communicate with the public. The Department of Planning and Community Development has 139 Facebook friends and 271 followers on Twitter.

During the month of September, eight (8) Planning blog posts were drafted, including one on announcing a winter sign sweep; one thanking Ron Cole, former Planning Board member for his twenty (20) years served; two about shopping local, one about the launch of the Gundalow, and one about the tenth anniversary of the Downeaster. Finally there were two encouraging people to come to meetings (one for FastTrans and on for the Capital Improvement's Program).

The Department of Planning and Community Development promoted the Dover Community Trail through the facebook fan page for the trail (with 294 fans), as well as a Sustainable Dover facebook fan page for the trail (with 122 fans).

The Department of Planning and Community Development sent out 56 letters to new homeowners congratulating them on their purchase, as well as informing them of the current zoning for their property and alerting them to the various methods the department uses to inform and update the public. Planning staff worked with land owners of property at the following locations on development or redevelopment opportunities:

- NH Coffee on Sumner Drive
- 385 Sixth Street
- 1 Washington Street
- 3 Dover Street
- 35 Second Street
- Intersection of Oak Street and Central Avenue for redevelopment
- Intersection of Court Street and Central Avenue for redevelopment
- Thornwood Commons project
- Robbins Auto properties throughout the City
- Property on Mast Road
- Property on Tolend Road
- 6 Brick Road

The Dover Public Library has 618 Facebook fans, 393 Twitter followers, and 620 e-newsletter subscribers it reaches out to with various updates.

ENERGY EFFICIENCY

The City of Dover, NH and Johnson Controls, Inc (JCI) entered into a performance contract in September in 2009. The installation phase was completed with the receipt of the certificate of completion on October 16, 2011. The guaranteed savings portion of the contract (ten years) started on November 1 of 2011 and will end on October 31, 2021.

The original annual savings guarantee of \$304,510 includes \$256,990 in energy cost avoidance, \$13,680 in operations and maintenance (O&M) cost avoidance, and a future capital cost avoidance of \$33,840. This

initial savings guarantee was increased from the original amount to \$319,463 due to Change Order (CO) # 9236-0142-CO2 which comprised of a lighting retrofit project at the McConnell Center. The annual guaranteed energy savings amount escalates by 3% and the O&M savings escalates by 4% each year to compensate for inflation. Total term benefits are \$3,623,746. Facility improvement measure (FIM) savings are not guaranteed individually; the savings guarantee reflects the whole project. Therefore deficiencies from one FIM can be overcome by another FIM to result in overall project savings.

As JCI has completed the installation phase baseline information was collected on the FIMS. Installation savings are realized when individual measures are completed but the overall job has not yet been completed. Since measures are completed at different times, they save energy while the other measures are still being worked on. Over the course of the installation period the estimated savings for all measures total 1,043,577 kWh & 1,962 kW (\$123,804), 20,739 MMBTU's (\$266,359) and 2,031 kGals of water/ sewer savings (\$22,431). There was no operation and maintenance (O&M) savings or capital cost avoidance during the installation period. Total installation period savings are estimated to be \$402,233.

ACKNOWLEDGEMENTS & EVENTS

After 20 years on the Dover Planning Board, Ron Cole, Chairman for 17 years, has stepped down from the Board. Ron's last meeting was December 20, 2011. Ron was a fixture on the board for his tenure offering a positive outlook, strong citizen planning skills, and a desire to improve Dover on a daily basis.

An Early Literacy Station has been installed in Children's Room with over 50 educational/entertainment computer games for ages 2-10. The \$2789 purchase was paid for by the Friends of the Library.

The Friends of the Library renewed passes to the McAuliffe-Shepard Discovery Center in Concord (\$250) and the Isabella Stewart Gardiner Museum in Boston (\$175).

Donations of \$125 from members of a local bookclub and \$500 from Dover resident Mildred Parks were received for the purchase of new library materials.

Capital Improvement Projects Update

Community Services Department

December 2011

WASTEWATER TREATMENT PLANT FACILITIES PLAN

- Current: EPA plans to issue a draft NPDES permit to the City for the WWTP soon, with a Public Hearing scheduled for February 9th. An informational flyer was included in sewer bills recently mailed to sewer residents and users. The Public Hearing will be an opportunity for Dover sewer users and residents to make a statement on the issue. The cost implications to the rate payers are expected to be significant and there is concern that the analysis being used to justify strict nitrogen limits is incorrect. Dover, as a Great Bay Municipal Coalition member, has proposed an Adaptive Management approach that advocates a sizable reduction of nitrogen at the WWTP, non point reduction strategies, habitat restoration, and enhanced monitoring to measure progress as a result of the initial reductions being proposed.
- Previous: EPA plans to issue a draft NPDES permit to the City for the WWTP in early December. Wright Pierce Engineers expects to provide City staff with portions of the draft Wastewater treatment plant facility plan in December. The plan will outline the needed upgrades for the plant during the next 20 years as well as options for meeting new nitrogen limits at the plant.

NORTH END PRESSURE

- Current: The water tank foundation has been installed and the concrete side panels have been poured. Work on the tank has stopped for the winter but the pipe to the tank will be installed in January up the driveway. The watermain contractor has installed the 12" watermain and services on Long Hill Road. A change order has been processed to continue the watermain down Longhill and down Sixth St to connect to the watermain on Sixth St. The booster pump station foundation has been poured at Lowell Ave. All construction will continue as weather permits.
- Previous: The water tank is under construction. The contractor has installed the 12" main to the tank on Long Hill Road and services will be installed starting in December. The booster pump station work on Lowell Ave will also start in December. All construction will continue as weather permits.

APPLEVALE RECONSTRUCTION

- Current: SUR has installed the sewer on Stark Avenue and Hawthorne Avenue. Work has wrapped up in the roadway for the winter but continues with drainage work in the easements.
- Previous: SUR has installed the sewer and drainage on Stark Avenue. They are currently working on the sewer main located on Hawthorne Avenue as well as the water and sewer services on Applevale Drive.

COACHECHO RIVER DREDGING

- Current: A meeting has been scheduled with NHDES and the City to discuss options for closing the dredge cell. The developer of the former DPW site wishes to move soil that has dredge spoils from a former dredge, tannery waste and construction debris into the cell to make up the fill the cell to its design capacity. Doing so will avoid significant additional costs to close the cell in its current state.
- Previous: In order to close the dredge cell and retain a place to dewater catch basin spoils and dump snow from the downtown; the dredge cell closure plan will need to be modified and submitted to NHDES for review and approval. Geolnsight, the engineering firm that designed the

dredge cell, has been asked to prepare a scope of work to accomplish this design modification task. A change order to GeolInsight's current agreement will be submitted to the City Council approval once it has been negotiated.

TOLEND LANDFILL REMEDIATION

- Current: The project construction is winding down and nearing completion. The system start up is currently scheduled to begin before in mid to late January. The late electrical installation by PSNH has created a two week delay to complete the project.
- Previous: The project construction is winding down and nearing completion. The system start up is on schedule to begin before the end of the year.

WHITTIER BRIDGE

- Current: Louis Berger has finished the bridge study that will be forwarded to the State for review.
- Previous: Louis Berger has started the design phase of the project and started the surveying and borings on the project.

COCHECO RIVER SHORELINE STABILIZATION PROJECT

- Current: NHDES has issued a wetlands permit for a project on Sixth Street that includes a mitigation plan which will modify the shoreline stabilization project to meet NHDES wishes at no cost to the City.

FY12 Storm Management Summary Report

[illegible]

Total Permits Issued: December 2011

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
11-296	STATE OF NH	50	BOSTON HARBOR ROAD	OFFICES FOR DMV	C	7	29A	45360	4565
11-307	STAN ROBBINS	124	WASHINGTON STREET	COSMETIC REPAIRS	C	2	7	2000	45
11-319	PINDRUS PROPERTIES	896	CENTRAL AVENUE	CHANGE OF USE TO OFFICE & STORAGE	C	38	23D	0	50
11-335	HOWARD DENTAL	375	SIXTH STREET	DENTAL OFFICE	C	D	16 &	565000	5675
11-347	HENNESSEY	1	WASHINGTON STREET	SUITE 320, CATERING & PRIVATE DININ	C	23	14	18000	205
11-353	PORTSMOUTH CHRISTIAN AC	20	SEABORNE DRIVE	CONSTRUCT FIXED PIER, RAMP AND FL	C	J	1C	48000	505
11-359	CITY OF DOVER	16	LOWELL AVENUE	MUNICIPAL PUMP STATION	C	37	40	225000	0
11-377	MEASURED PROGRESS	171	WATSON ROAD	RENOVATE OFFICE SPACE TO RESTROO	C	E	33	20000	225
11-309	121 BROADWAY, LLC	131	BROADWAY	INTERIOR RENOVATIONS	I	26	6	12000	145
11-302	CHANGING PLACES, LLC	22	OLIVE MEADOW LANE	NEW SINGLE FAMILY W ATT GARAGE	R	A	45A-2	200000	2025
11-343	BENTHAM	74	LITTLEWORTH ROAD	REPAIR CARPORT FROST WALL	R	G	33	15000	175
11-348	BELLAMY RIVER VILLAGE CO		CLEARWATER DRIVE	REPLACE DECKS THROUGHOUT ASSOC.	R	L	50	41000	435
11-350	TOLEND ROAD PROPERTIES, L	24	MELODY TERRACE	SINGLE FAMILY RESIDENCE W ATT GAR	R	G	24J-27	134000	1365
11-351	ROGERS	123	SPUR ROAD	PIER REPAIRS	R	L	28	2000	45
11-352	HEDBERG	3	LANDING WAY	KITCHEN REMODEL	R	L	95	25000	275
11-355	FORD	8	RIVERDALE AVENUE	DECKS, FRONT AND REAR	R	I	74J	8500	115
11-358	STACY	35	ASH STREET	CARPORT	R	29	65	14000	165
11-360	TOLEND ROAD PROPERTIES	17	MELODY TERRACE	SINGLE FAMILY DWELLING W ATT GAR	R	G	24J24	134000	1365
11-362	CARTER	335	DOVER POINT ROAD	ADD GAME ROOM AND LIVING SPACE	R	L	60A	20000	225
11-363	MACKLIN & KRIEGER	53	THREE RIVERS FARM ROAD	SINGLE FAMILY DWELLING W ATT GAR	R	N	3A	299000	3015
11-364	JAQUITH FAMILY TRUST	5	CHEYENNE STREET	RENOVATION & REPAIRS	R	A	14P	16000	185
11-367	GRAYSTONE BUILDERS, INC.	40	NYE LANE	NEW SINGLE FAMILY DWELLING W GAR	R	E	49-9	150000	1525

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
11-368	FARMHAVEN DEV	108	BOXWOOD LANE	SINGLE FAMILY DWELLING W ATT GAR	R	B	21-27	300000	3025
11-369	DENSON	22	SCHOONER DRIVE	FINISH BASEMENT	R	M	96A	10000	125
11-371	TORR	74	POLLY ANN TRAILER PARK	REMO UNIT	R	47	74	0	50
11-372	HUNT	24	EAST WATSON STREET	ADD HALF BATH	R	19	54	4000	65
11-373	JONES	37	GROVE STREET	ADD DORMER TO MULTI FAMILY	R	31	88	15000	175
11-374	MELOR	68	BACK RIVER ROAD	LIVING SPACE OVER GARAGE	R	I	64	20000	225
11-376	PIPER	40	MATHES HILL DRIVE	KITCHEN REMODEL	R	I	49-15	6000	85
11-378	WATSON	5	BROOKLINE AVENUE	KITCHEN RENOVATION	R	33	91	10000	125

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
----------	-------------------	----------	--------	-------------	------	-----	-----	--------------------	-----

Total Permits Issued: 30

Total Construction Value: \$2,358,860.00

Total Fees Collected: \$26,205.00

Type of Permits Issued		Certificate of Occupancy's	
Apartment dwlg units	0	Apartment Units	0
Commercial	1	Commercial	0
Condo Units	0	Condo Units	0
Congregate Care Facility	0	Congregate Care Facility	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Duplex Unit	0	Duplex Unit	0
Industrial	0	Industrial	0
Multi Family	0	Renovations	1
Manufactured Dwlg	0	Manufactured Dwlg	0
Single Family Dwelling	6	Single Family Dwellings	4
		Total	5

PLANNING BOARD APPROVED PROJECTS

NAME	LOCATION		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Cochecho Falls Mills	Central Ave	A	120	0	120	12/20/2011	11/28/2011	Site	P11-60	3	3	12/20/2015	H	13.2
Brick Road	Brick Road	A	24	0	24		10/25/2011	Site	P11-42	28	9-C		H	2.64
Paolini	Appaloosa	C	11	5	6	12/7/2011	9/27/2011	Site	P11-13	I	18-1	12/7/2015	G	1.76
Sherman School	School Street	C	48	0	48	9/27/2011	10/26/2010	Site	P10-39	3	10	9/27/2016	G	7.68
Paolini	54 Dover Point Road	C	12	12	0	10/6/2009	7/22/2008	Site	P08-15	K	20	10/6/2013	G	1.92
New Meadows Inc	Knox Marsh Rd	A	120	48	72	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
Total: Multi-family			335	65	270									15
Subdivisions:														
Tidewater Farm	Winterberry Dr	H	7	1	6	6/16/2011	4/26/2011	6/20/2011	P10-51	N	8	6/16/2016	H	2.59
Olive Meadow	Sixth Street	H	8	3	5	7/19/2011	3/23/2010	7/19/2011	P10-50	A	45-A2	7/19/2016	H	2.96
Labrador Woods	Long Hill Rd	H	9	1	8	7/19/2010	5/25/2010	7/19/2010	P10-19	A	51-9	7/19/2014	H	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	0	10	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.7
Harbor Hills	Shore Rd	H	16	0	16	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.92
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	3	6	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	7.4
Long Meadow	Gladiola Way	H	20	20	0	1/30/2008	8/28/2007	2/6/2008	P06-40	A	28	1/30/2012	H	7.4
Picnic Rock	Back River Rd	H	21	6	15	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	2	8	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Upper Factory Rd	H	15	14	1	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	17	55	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2010	W	1.11
Emerald Woods III	Emerald Ln/Viridian Ln	H	37	0	37	1/31/2006	6/14/2005	2/1/2006	P05-10	F	15	1/31/2010	W	13.69
Narrows at Tidewater Farm	Wysteria Dr	H	5	4	1	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2009	G	1.85
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	26	6	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Waldron Falls	Watson Rd	H	10	6	4	5/10/2005	1/11/2005	5/17/2005	P04-54	E	35	5/10/2009	W	6.29
White Tail	Picard Ln	H	17	10	7	1/10/2005	11/10/2004	1/10/2005	P04-47	A	19	1/10/2010	H	6.29
Emerald Woods I & II	Emerald Ln	H	25	18	7	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	12	6	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2011	H	6.66
Lionheart	Littleworth Rd.	H	4	2	2	2/24/2004	2/24/2004	3/8/2004	P03-66	G	28-1	2/24/2008	W	1.48
Ayer	McKone Ln	H	2	1	1	6/5/2003	6/5/2003	6/5/2003	P02-67	N	18	6/5/2007	G	0.74
Total: Single Family			365	157	208									142
TOTAL APPROVED UNITS			700	222	478									157
Elderly:														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	20	28	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	26	37	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			111	46	65									
APPROVED + ELDERLY			811	268	543									157

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
C:\Documents and Settings\bessettec\Desktop\CM Report\2012\Jan 2012\Copy of Subdivisions.xls

City of Dover

Bid Solicitation Report

For December 2011

1/4/2012

Department	PO Date	PO No	Vendor	Description	PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No PO Notes	
	Approved By		Fund	Function/Division	
Library				Library Roof Skylight Area Renovations	
B12036	12/13/2011	01/23/2012			
Police				Wrecker Towing Services	
B12026	12/14/2011	12/28/2011			
Community Services				Zero Turn Radius Riding Mower	
Q12-017	12/19/2011	01/03/2012			
Finance				Blank Laser Check Stock	
Q12-016	12/19/2011	01/17/2012			
Total for					

City of Dover
Bid Solicitation Report
For December 2011

1/4/2012

Department	PO Date	PO No	Vendor	Description		PO Amount
Bid Number	Bid Date	Bid Due	CC Meeting	Item No	PO Notes	
	Approved By		Fund	Function/Division		

Grand Total All Departments

PO Date	PO No.	Vendor Name	Amount	DAC
12/29/2011	201206104	KANSAS STATE BANK OF MANHATTAN	\$5,295.00	Recreation
12/12/2011	201205562	PUBLIC SERVICE CO OF NH-CITY	\$5,862.94	City Finance Office
12/21/2011	201205990	DELL MARKETING L.P.	\$6,665.54	Executive
12/19/2011	201205845	RAPHEALS ARMY & NAVY	\$6,965.50	Fire and Rescue
12/15/2011	201205818	BODY ARMOR OUTLET	\$7,266.00	Police
12/7/2011	201205475	FISHER AUTO PARTS 451 / FED. AUTO PARTS	\$7,676.71	Community Services Department
12/14/2011	201205703	STATE OF NH-DOT	\$7,886.29	Police
12/6/2011	201205365	PUBLIC SERVICE CO OF NH-CITY	\$7,889.31	City Finance Office
12/5/2011	201205335	PUBLIC SERVICE CO OF NH-CITY	\$7,917.75	City Finance Office
12/13/2011	201205677	STATE OF NH-DOT	\$7,958.67	Community Services Department
12/7/2011	201205462	GLOBAL MONTELLO GROUP, LLC.	\$8,340.37	City Finance Office
12/28/2011	201206096	GLOBAL MONTELLO GROUP, LLC.	\$10,137.61	City Finance Office
12/22/2011	201206058	STATE OF NH-DEPT OF LABOR	\$10,358.07	City Finance Office
12/20/2011	201205937	PUBLIC SERVICE CO OF NH-CITY	\$11,831.37	City Finance Office
12/15/2011	201205815	BAYRING COMMUNICATIONS	\$12,131.99	City Finance Office
12/7/2011	201205460	PUBLIC SERVICE CO OF NH-CITY	\$12,480.78	City Finance Office
12/28/2011	201206087	DUKES ROOT CONTROL, INC.	\$15,000.00	Community Services Department
12/22/2011	201206053	GRAPPONE FORD	\$15,292.00	Police
12/14/2011	201205702	QUEUES ENFORTH DEVELOPMENT, INC.	\$20,716.00	Police
12/8/2011	201205527	NEW HAMPSHIRE MUNICIPAL ASSOCIATION	\$21,243.98	Executive
12/29/2011	201206129	CCMSI	\$23,380.08	Executive
12/7/2011	201205459	PUBLIC SERVICE CO OF NH-CITY	\$26,751.71	City Finance Office
12/21/2011	201205958	HAWK PLANNING SERVICES, LLC.	\$28,980.00	Planning
12/22/2011	201206057	PUBLIC SERVICE CO OF NH-CITY	\$42,206.74	City Finance Office
12/20/2011	201205939	CCMSI	\$44,928.69	Executive
12/20/2011	201205927	FOY INSURANCE GROUP, INC.	\$52,132.00	City Finance Office

City of Dover

Revenues of Major Funds

December 31, 2011

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 64,668,615	\$ 20,482,818	\$ 31,811,501	49.0%	\$ 32,857,114	\$ -	\$ 32,857,114	(50.8)%
Licenses & Permits	4,149,130	313,900	2,046,405	49.0	2,102,725	-	2,102,725	50.7
Intergovernmental	2,077,863	1,340,417	1,846,665	89.0	231,198	-	231,198	11.1
Charges for Services	3,026,600	317,480	1,639,753	54.0	1,386,847	-	1,386,847	45.8
Miscellaneous Revenue	502,317	32,392	132,871	26.0	369,446	-	369,446	73.5
Education	12,754,376	490,242	4,920,464	39.0	7,833,912	-	7,833,912	61.4
Operating Transfers In	168,725	-	-	0.0	168,725	-	168,725	100.0
Sub-total : 1000 General Fund	\$ 87,347,626	\$ 22,977,248	\$ 42,397,660	49.0%	\$ 44,949,966	\$ -	\$ 44,949,966	51.5%
3213 Parking Activity Fund								
Parking Income	\$ 450,725	\$ 34,734	\$ 202,079	45.0%	\$ 248,646	\$ -	\$ 248,646	55.2%
Parking Fines	125,000	18,572	93,911	75.0	31,089	-	31,089	24.9
Sub-total : 3320 Residential Solid Waste	\$ 575,725	\$ 53,306	\$ 295,989	51.0%	\$ 279,736	\$ -	\$ 279,736	48.6%
3320 Residential Solid Waste								
Charges for Services	\$ 950,663	\$ 44,644	\$ 400,838	42.0%	\$ 549,825	\$ -	\$ 549,825	57.8%
Miscellaneous Revenue	0	14	353	0.0	(353)	-	(353)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 44,658	\$ 401,191	42.0%	\$ 549,472	\$ -	\$ 549,472	57.8%
3381 McConnell Center								
Miscellaneous Revenue	\$ 679,301	\$ 54,251	\$ 344,900	51.0%	\$ 334,401	\$ -	\$ 334,401	49.2%
Operating Transfers In	91,859	6,441	53,213	58.0	38,646	-	38,646	42.1
Sub-total : 3381 McConnell Center	\$ 771,160	\$ 60,692	\$ 398,113	52.0%	\$ 373,047	\$ -	\$ 373,047	48.4%
5300 Water Fund								
Charges for Services	\$ 4,315,199	\$ 141,289	\$ 1,571,383	36.0%	\$ 2,743,816	\$ -	\$ 2,743,816	63.6%
Miscellaneous Revenue	21,000	2,074	25,051	119.0	(4,051)	-	(4,051)	(19.3)
Sub-total : 5300 Water Fund	\$ 4,336,199	\$ 143,363	\$ 1,596,434	37.0%	\$ 2,739,765	\$ -	\$ 2,739,765	63.2%
5320 Sewer Fund								
Intergovernmental	\$ 46,742	\$ -	\$ 513,282	1098.0%	\$ (466,540)	\$ -	\$ (466,540)	-998.1%
Charges for Services	5,048,527	176,426	1,730,112	34.0	3,318,415	-	3,318,415	65.7
Miscellaneous Revenue	36,334	1,546	30,231	83.0	6,103	-	6,103	16.8
Other Financing Sources	1,013,139	-	895,220	88.0	117,919	-	117,919	11.6
Sub-total : 5320 Sewer Fund	\$ 6,144,742	\$ 177,972	\$ 3,168,844	52.0%	\$ 2,975,898	\$ -	\$ 2,975,898	48.4%
Total : REVENUES	\$ 100,126,115	\$ 23,457,240	\$ 48,258,231	48.0%	\$ 51,867,884	\$ -	\$ 51,867,884	51.8%

City of Dover

Expenditures of Major Funds December 31, 2011 (General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 392,772	\$ 20,124	\$ 176,442	45.0%	\$ 216,330	\$ 104,016	\$ 112,314	28.6%
Executive	772,361	55,147	421,064	55.0	351,297	241,792	109,505	14.2
Finance	1,597,374	150,616	756,422	47.0	840,951	539,299	301,652	18.9
Planning	451,089	33,815	205,213	45.0	245,876	142,047	103,829	23.0
Misc General Government	891,585	75,962	201,018	23.0	690,567	74,429	616,138	69.1
Police	6,618,174	615,423	3,297,597	50.0	3,320,577	2,046,661	1,273,916	19.2
Fire & Rescue	6,394,117	783,901	3,370,785	53.0	3,023,332	1,841,658	1,181,673	18.5
Community Service Public Works	6,854,730	798,361	2,585,884	38.0	4,268,847	1,931,293	2,337,553	34.1
Recreation	2,207,820	182,192	945,566	43.0	1,262,254	292,286	969,967	43.9
Public Library	1,082,599	111,400	509,523	47.0	573,077	364,456	208,620	19.3
Human Services	716,708	82,483	388,136	54.0	328,572	87,496	241,076	33.6
Debt Service	9,904,177	1,569,742	2,326,250	23.0	7,577,927	7,396,437	181,491	1.8
Other Financing Sources/Uses	1,975,493	-	-	0.0	1,975,493	-	1,975,493	100.0
School	41,850,211	3,853,509	16,196,486	39.0	25,653,725	23,715,902	1,937,823	4.6
Intergovernmental	7,303,817	7,303,817	7,303,817	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 89,013,026	\$ 15,636,492	\$ 38,684,203	43.5%	\$ 50,328,823	\$ 38,777,774	\$ 11,551,049	13.0%
3213 Parking Activity Fund								
Police	\$ 578,445	\$ 31,153	\$ 175,473	30.0%	\$ 402,973	\$ 121,930	\$ 281,043	48.6%
Sub-total : 3213 Parking Activity Fund	\$ 578,445	\$ 31,153	\$ 175,473	30.3%	\$ 402,973	\$ 121,930	\$ 281,043	48.6%
3320 Residential Solid Waste								
Community Service Public Works	\$ 999,768	\$ 61,299	\$ 359,086	36.0%	\$ 640,683	\$ 549,835	\$ 90,847	9.1%
Sub-total : 3320 Residential Solid Waste	\$ 999,768	\$ 61,299	\$ 359,086	35.9%	\$ 640,683	\$ 549,835	\$ 90,847	9.1%
3381 McConnell Center								
Recreation	\$ 775,344	\$ 105,821	\$ 207,798	27.0%	\$ 567,545	\$ 379,311	\$ 188,235	24.3%
Sub-total : 3381 McConnell Center	\$ 775,344	\$ 105,821	\$ 207,798	26.8%	\$ 567,545	\$ 379,311	\$ 188,235	24.3%
5300 Water Fund								
Community Service Public Works	\$ 4,370,539	\$ 458,797	\$ 1,773,294	41.0%	\$ 2,597,245	\$ 714,754	\$ 1,882,491	43.1%
Sub-total : 5300 Water Fund	\$ 4,370,539	\$ 458,797	\$ 1,773,294	40.6%	\$ 2,597,245	\$ 714,754	\$ 1,882,491	43.1%
5320 Sewer Fund								
Community Service Public Works	\$ 6,198,816	\$ 554,640	\$ 2,522,768	41.0%	\$ 3,676,048	\$ 911,784	\$ 2,764,264	44.6%
Sub-total : 5320 Sewer Fund	\$ 6,198,816	\$ 554,640	\$ 2,522,768	40.7%	\$ 3,676,048	\$ 911,784	\$ 2,764,264	44.6%
Total : EXPENDITURES	\$ 101,935,938	\$ 16,848,202	\$ 43,722,621	42.9%	\$ 58,213,317	\$ 41,455,388	\$ 16,757,930	16.4%

City of Dover

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

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,317,715	166,860	615,052	46.7	702,663	0	702,663	53.3
Expenditures	993,367	88,167	406,923	41.0	586,444	123,171	463,272	46.6
Debt Service								
Principal	242,190	0	0	-	242,190	0	242,190	100.0
Interest	74,185	37,124	37,628	50.7	36,557	0	36,557	49.3
	7,973	41,568	170,501	2,138.5	(162,528)	(123,171)	(39,356)	(493.6)



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 7, 2011**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Weston 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, Councilor Nedelka.

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

5. PUBLIC HEARINGS

A. RESOLUTION: ADOPTION OF FY2013-2018 CAPITAL IMPROVEMENTS PROGRAM (TO BE VOTED ON DECEMBER 14, 2011)

SPONSORED BY MAYOR TREFETHEN BY REQUEST

Otis Perry, 91 Court Street, McConnell Center Advisory Board Chairperson and Cemetery Board Chairperson: He spoke about the funds for renovating the McConnell Center, which would make it more desirable to rent out to non-profits. He recommended that there be \$100,000 in the first year of the CIP. He said it will be used as a negotiating tool with potential clients. He spoke about the need for the \$35,000 for capital improvements for the Pine Hill Cemetery.

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

B. RESOLUTION: APPROPRIATION FOR FY2013 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING (TO BE VOTED ON DECEMBER 14, 2011)

SPONSORED BY MAYOR TREFETHEN BY REQUEST

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

C. RESOLUTION: APPROPRIATION FOR FY2013 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS (TO BE VOTED ON DECEMBER 14, 2011)

SPONSORED BY MAYOR TREFETHEN BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 7, 2011**
Meeting Time: **7:00 pm**

6. CITIZEN'S FORUM

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

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

7. UNFINISHED BUSINESS – None

8. NEW BUSINESS – None

9. ADJOURNMENT

Deputy Mayor Weston moved to adjourn to the Workshop session; seconded by Councilor Cheney.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 07, 2011**
Meeting Time: **To immediately follow Special Meeting**

1. CALL TO ORDER

2. MOMENT OF SILENCE

Moment of Silence was held during the Special Meeting.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was held during the Special Meeting.

4. ROLL CALL ATTENDANCE

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

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

5. CAPITAL IMPROVEMENT PROGRAM (CIP) DISCUSSION

Two Councilor-Elects were present and allowed to ask questions regarding the CIP.

Superintendent Briggs Badger and School Business Administrator Limanni discussed the handout regarding the renovations to the auditorium.

Councilor Nedelka asked if there has been any change regarding receiving building aid from the State.

Superintendent Briggs Badger said she spoke with the State. She said of the \$50 million budgeted \$3 to \$5 million is available for new projects. She said the criterion for this was tied to need, based on safety and health issues.

Councilor Hooper said the citizens need to understand that it's not just renovating the auditorium to make it beautiful, but to comply with State laws, Federal regulations for the handicap, adding a media center, and adding classrooms. She asked the Superintendent to put the handout on the School's website.

Councilor Garrison asked for clarification on the feasibility study in 2012.

Mr. Limanni said they were hoping to get some aid or relief for a feasibility study for the whole high school project.

Superintendent Briggs Badger spoke about the Career Technical Center renovations, which is now scheduled for 2016. She said they need to be ready with a plan.

Councilor Garrison spoke about the building aid question and funds not being available for the high school renovations.

Deputy Mayor Weston asked how much of the \$1.9 million will be paid for by cable access franchise monies.

City Manager Joyal said the \$80,000 for the media center was a separate project.

Superintendent Briggs Badger said they were doing the projects together, but agreed that it was \$1.9 million for the auditorium renovations plus \$80,000 for the media center.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 07, 2011**
Meeting Time: **To immediately follow Special Meeting**

Councilor Cheney started a discussion regarding the feasibility study and starting the auditorium project.

Superintendent Briggs Badger said they have created planning committees for both Garrison Elementary School and the High School.

Mr. Limanni spoke about the timelines.

Councilor Carrier said he liked the idea of spreading out the debt financing. He is concerned that there were no plans for the next phase of the project, and that they might not fit with the renovations being done now.

Mr. Limanni said the auditorium is really separate from the rest of the building. He said it would be ideal to complete the plans for the whole project.

Mayor Trefethen referred to the items listed on the handout, and said five refer to compliance. He said they don't have to worry about compliance until they start the renovations. He spoke about the auditorium being used by the community, and asked how many events held in the auditorium were non-school related.

Superintendent Briggs Badger said it's approximately 30 events per year. She said that number would increase if air conditioning is put in and allows for use during the summer.

Mayor Trefethen spoke about using impact fees to do the concept plan. He asked what would happen to the CIP if there is hesitation from the Council to do this project without a plan.

Mr. Limanni said they would still do the media center and the auditorium renovation would wait until the High School renovations.

City Manager Joyal said if they don't do this project this year, they can bond for the concept plan instead.

Councilor Ciotti started a discussion regarding the lighting and sound system. He said if they are not commercial grade that it will not be rentable to professional theater companies.

Superintendent Briggs Badger asked if \$185/square foot would supply that quality.

Councilor Ciotti said absolutely not.

Superintendent Briggs Badger said she will get the information for the Council.

Councilor Cheney asked if there was still a media classroom if only the media center was completed.

Superintendent Briggs Badger said there would be one classroom.

Councilor Nedelka said he was hesitant about supporting this because building aid has been dramatically reduced or gone. He said the citizens of Dover don't believe the renovation of the auditorium is high on their list for the high school. He felt this might not be the best product because it's being rushed. He was not including the media center in this argument.

Councilor Hooper said she has heard these arguments for years and it keeps getting pushed back. She agreed with Councilor Carrier that they need a concrete plan.

Superintendent Briggs Badger said they need assistance with funding.

Deputy Mayor Weston started a discussion regarding the timeline if this was to pass, and the creation of the Joint Building Committee (JBC).

Mr. Limanni said the JBC couldn't be created until after July 1st.

City Manager Joyal said the JBC couldn't be created until the appropriation is passed. He said the planning process has to be looked at carefully.

Mayor Trefethen spoke about the auditorium project being delayed one year. He talked about a plan being created.

Mr. Limanni said they're not against going back to the drawing board on this project.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 07, 2011**
Meeting Time: **To immediately follow Special Meeting**

Mayor Trefethen spoke about using impact fees to create the plan.

Councilor Cruikshank said if the money that wasn't spent in prior years by projects being delayed and was put into a reserve account then the money would be available now to create a preliminary plan. She said she liked the idea of putting it off for a year.

Mr. Limanni said they were facing layoffs and it was difficult to put money in a reserve account.

Councilor Cruikshank said it was all about priorities. The City had layoffs and put money away in reserve accounts. When looking at the long term is make a smaller financial impact.

Superintendent Briggs Badger answered the question about who owns the basketball courts, and said it was City property.

Councilor Hooper spoke about the McConnell Center renovations, and said she supported the expense. She said the space can't be rented out as it is presently.

City Manager Joyal said the renovation expense is in addition to the subsidy being paid by the Council, and it is the ultimate goal that the unused space is rented out and the subsidy expense will go down. He said the money will be used to fit out the space for a potential renter when they have the lease in hand.

Mr. Perry said they plan to offer the potential tenant the City's resources to fit out the space to their specifications, and then they would add the extra cost into their lease agreement.

Councilor Cheney asked how many spaces are empty.

City Manager Joyal said there were 2 spaces unfinished and 1 unrented.

Councilor-Elect Crago asked about the \$13/square foot current rent, and asked if anyone has considered lowering the price.

City Manager Joyal said the rent is \$13.48/square foot including utilities and maintenance. He said the market is lower, but the advantage is that the nonprofits are all together. He said lowering the rent wouldn't lower the operation expenses and would have to be subsidized by the City.

Councilor Cheney started a discussion regarding the options for the stained glass windows.

Councilor Hooper started a discussion regarding the shooting range within the police department, and the concern with the expense. She said constituents feel it could be a cooperative effort with other communities.

Police Chief Colarusso said the shooting range was something they wanted, but wasn't necessarily in the plan.

Councilor Cheney asked the City Manager for a listing of what the \$100,000 for water exploration has been spent on.

City Manager Joyal said he could get that information for the Council.

Councilor Garrison asked about making changes to the CIP before the vote.

City Manager Joyal went over the process with the Council.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: Workshop
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 07, 2011**
Meeting Time: **To immediately follow Special Meeting**

6. CITIZEN'S FORUM

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

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

7. ADJOURNMENT

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

Superintendent Briggs Badger's handout has been archived with the Minutes for this meeting.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820
Meeting Date: **Wednesday, December 14, 2011**
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 – None

6. APPROVAL OF AGENDA

Councilor Hooper moved to add a third School Board Report; seconded by Councilor Ciotti.
Vote: 9/0.

Deputy Mayor Weston moved to add a resolution: Extension of Pedestrian Bridge Fundraising/Completion Date, as Item 12.C.4.; seconded by Councilor Ciotti.

Vote: 9/0.

Deputy Mayor Weston moved to accept the agenda as amended; seconded by Councilor Nedelka.

Vote: 9/0.

7. PUBLIC HEARINGS – None

8. CITIZEN'S FORUM

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

Director of Economic Development Daniel Barufaldi, 240 Blackwater Road: He spoke in favor of the resolution for "Requesting Support from the Congressional Delegation and the Governor of the State of New Hampshire for the Continuation of Dover as a Stop on the Amtrak Downeaster Route."

Councilor-Elect Michael Crago, 11 Augusta Way: He spoke in favor the Pedestrian Covered Bridge project.

Marcia Gasses, 114 Garrison Road: She spoke in favor of Item 13.B.1.: "Authorization for the Purchase of a Conservation Easement by the City Of Dover Conservation Commission."



CITY OF DOVER

CITY COUNCIL - MINUTES

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

School Business Administrator Michael Limanni: He spoke about his handout with the Council, which answered questions from the previous Workshop regarding School projects on the CIP.

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

Mayor Trefethen asked for a motion to suspend the rules so he could add the Appointments Committee Report to the Agenda.

Councilor Cruikshank made a motion to suspend the rules to add the Appointments Committee Report to the agenda; seconded by Councilor Nedelka.

Vote: 9/0.

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his written report to the Council. He spoke about the temporary repairs being made to Watson Road.

Deputy Mayor Weston started a discussion regarding the timeline for the Tolend Road project. Deputy Mayor Weston moved to accept the City Manager's Report; seconded by Councilor Garrison.

Vote: 9/0.

10. APPROVAL OF MINUTES

- A. November 2, 2011 – Workshop
- B. November 9, 2011 – Regular Session
- C. November 16, 2011 – Workshop

Deputy Mayor Weston moved to accept the Minutes; seconded by Councilor Cruikshank.

Vote: 9/0.

11. MAYOR'S REPORT

Mayor Trefethen said in the past few weeks he has met with all the mayors in the surrounding communities. He attended the Christmas tree lighting ceremony at Henry Law Park, the Festival of Lights at the City Hall, and reading books with Santa Claus at Café on the Corner. He said he attended several ribbon cuttings for the Greater Dover Chamber of Commerce.

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

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING – None

B. ORDINANCES IN THE 3rd READING – None



CITY OF DOVER

CITY COUNCIL - MINUTES

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

C. RESOLUTIONS

1. RESOLUTION: ADOPTION OF FY2013-2018 CAPITAL IMPROVEMENTS PROGRAM (CIP)

SPONSORED BY MAYOR TREFETHEN BY REQUEST

Deputy Mayor Weston moved for its adoption; seconded by Councilor Ciotti.
Mayor Trefethen asked the Council if they had changes they wanted to make the CIP.

Councilor Nedelka referred to Page 21, Community Services Water Fund, and made a motion to change Water Exploration from \$100,000 to \$50,000, then add a line allocating \$50,000 for the engineering for the water main on Court Street; seconded by Deputy Mayor Weston.

Councilor Nedelka explained his reasoning for this change with the Council.

Councilor Carrier started a discussion about the purpose of the remaining \$50,000 in Water Exploration.

Councilor Cheney said she would not support this amendment.

Councilor Cruikshank asked about the impact to Water Exploration.

City Manager Joyal said the remaining \$50,000 should be sufficient to fund the Willand Pond exploration project.

Vote: 8/1; Passed. Councilor Cheney was opposed.

Deputy Mayor Weston moved to revise the McConnell Center Renovation projection to 2013 for \$100,000, and 2014 to \$102,000; seconded by Councilor Garrison.

Councilor Cheney said she felt this shouldn't be in the CIP and will not support the amendment.

Councilor Hooper asked if it affected the 2013 Budget.

City Manager Joyal said it didn't affect the 2013 Budget unless they have a prospective tenant.

Mayor Trefethen said it was a placeholder. They will spend the money only when it's needed for a tenant, and the money will be recouped in the lease agreement.

Vote: 8/1; Passed. Councilor Cheney was opposed.

Councilor Cruikshank asked about the lighting in the High School Auditorium.

Mr. Limanni said the lighting meets the multi-purpose use that they are looking for.

Mayor Trefethen moved to move the \$1.9 million High School Auditorium renovation to 2014; seconded by Councilor Garrison.

Mayor Trefethen said construction wouldn't start until June 2013; almost at the end of the fiscal year.

Councilors Garrison, Hooper, Cheney, Nedelka, Carrier, Ciotti, and Deputy Mayor Weston spoke in support of staying with the current timeline.

Vote: 1/8; Failed. Mayor Trefethen was opposed.

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

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

**2. APPROPRIATION FOR FY2013 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING (REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR TREFETHEN BY REQUEST**

Deputy Mayor Weston moved for its adoption; seconded by Councilor Ciotti.
Mayor Trefethen listed the items to be bonded for the Council.
Roll Call Vote: 9/0.

**3. APPROPRIATION FOR FY2013 CAPITAL IMPROVEMENTS PROGRAM –
NON-DEBT FINANCED PROJECTS (REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR TREFETHEN BY REQUEST**

Deputy Mayor Weston moved for its adoption; seconded by Councilor Ciotti.
Mayor Trefethen listed the items that will be added into the Operating Budget.
Councilor Nedelka moved to amend line item #10 Water Explorations to \$50,000, and add
a line item #14, engineering of Court Street water mains for \$50,000; seconded by
Councilor Ciotti.
City Manager Joyal said the new line item would need a public hearing. He recommended
the reduction and following up with a resolution and public hearing to add the new item.
Councilor Nedelka moved to amend line item #10 Water Explorations to \$50,000;
seconded by Councilor Ciotti.
Vote: 9/0.
Mayor Trefethen asked for a roll call vote on the amended resolution.
Roll Call Vote: 9/0.

**4. EXTENSION OF PEDESTRIAN BRIDGE FUNDRAISING/COMPLETION DATE
SPONSORED BY MAYOR DEAN TREFETHEN**

Deputy Mayor Weston moved for its adoption; seconded by Councilor Ciotti.
Deputy Mayor Weston asked for an update from Mr. Bardwell.
Mr. Bardwell, Chairperson, gave an update presentation to the Council and citizens.
Mayor Trefethen talked about the timeline and June 13, 2012 end date.
Mr. Bardwell said June 13, 2012 is the completion date.
Mayor Trefethen asked the City Manager about the funds collected and if they could be
used.
City Manager Joyal said the donated funds will be returned to the donators if the bridge
doesn't get moved. He said they have contacted donators to ask if they will forego a
refund on their donation to completed nonrefundable work on the project, such as permits.
He said there is money in the fund that can't be spent until the project has a green light to
proceed. He said an amendment of resolution can allow the committee to use the funds
now, and also to add that the future donations be used as the committee decides.
Councilor Garrison spoke about his believed that the bridge was a burden for the City.
Deputy Mayor Weston spoke possibly having a friendly amended to not have set
deadlines, but having plans, donation amounts and the status of the project.
Mayor Trefethen said it would be easier to remove that bullet item.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

Deputy Mayor Weston referred to Page 1/8 of the resolution, moved to remove the third bullet item, "A detailed budget for the project indicating the raising of **75%** of the cash funds necessary to complete the project. The funds shall be held in escrow by the City."; seconded by Councilor Cheney.

Vote: 8/1; Passed. Councilor Nedelka was opposed.

Councilor Nedelka asked if the Council doesn't pass this Resolution will the committee still work on the project.

Mr. Bardwell said if the Council doesn't pass this he was history. He felt the Council needed to show the community that the Council supports this project.

Councilor Carrier asked for items being donated to be written down.

Mayor Trefethen said this resolution was showing the citizens that the Council was looking out for them, and not a show of any negativity.

Councilor Cheney made a motion that the report be attached to the resolution as background material; seconded by Deputy Mayor Weston.

Vote: 9/0.

Councilor Cheney said this deserves the Council's full support.

Councilor Cruikshank asked about the Waterfront developer and when he was starting work.

City Manager Joyal said his understanding is that the developer still plans to start work on the Waterfront in the spring.

Councilor Cruikshank said she was still sitting on the fence. She said if the money is not there to move it then it will fall on to the taxpayer.

Councilor Hooper said she was not a supporter of this bridge, because there was not historic value. She said she would not support this extension.

Councilor Nedelka said at some point you have to cut bait. He felt support wasn't there.

Councilor Carrier said the bridge is not hurting anyone right now, and he was in total support of this resolution. He said it was the citizens getting together for a cause.

Deputy Mayor Weston said the committee has her support until the June 13, 2012 date.

Councilor Ciotti said the Council has lost their vision. He said this community group is doing something for nothing. He supported this resolution.

Mayor Trefethen said he understood a lot of the concerns that have been raised, but he felt they had to look at it today and not six-seven months ago. He said the committee is getting marvelous donations. He said most donations for charity events come just before the deadline, and felt the committee was in good shape. He supported this resolution. He recommended another amendment to allow the committee to spend the money.

City Manager Joyal said the intent of the amendment is donations from this point on be used for ongoing activities for the planning of the bridge.

Deputy Mayor Weston moved to amend the resolution to add that the committee use future donations for ongoing activities for the planning of the bridge; seconded by Councilor Ciotti.

Vote: 9/0.

Councilor Ciotti moved to amend the resolution to say "the committee shall file a monthly written status report to the City Council."

Vote: 9/0.

Councilor Ciotti moved to amend the resolution to extend the June 13, 2012 deadline to December 30, 2012; seconded by Councilor Cheney.

Vote: 5/4; Passed. Councilors Cruikshank, Garrison, Hooper, and Nedelka were opposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

Councilor Garrison asked about written contracts with the company services donated and that they have insurance for the project. He moved to amend the resolution to have a written letter of intent from the in kind donations from the contractors.

City Manager Joyal said the original resolution had that requirement.

Councilor Garrison retracted his amendment.

Mayor Trefethen gave a summary of the amendment: The first "Now, Therefore" the deadline has been extended to December 30, 2012. Under the "In Addition," the sentence now reads "the Save Our Bridge Committee shall file a monthly written status report to the Council:". The third bulletin changes the cash issue.

Roll Call Vote: 8/1; Passed. Councilor Hooper was opposed.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – St. Mary Academy Scholarship Fund**
2. **RAFFLE – Dover Children's Home**
3. **RAFFLE – City of Dover Employees to benefit Dover Food Banks**
4. **RESOLUTION: APPROVAL OF ZEBRA CROSSINGS LEASE,
ROOM 328, McCONNELL CENTER**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
5. **RESOLUTION: APPROVAL OF MOUNT PROSPECT ACADEMY LEASE,
ROOM 317, McCONNELL CENTER**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
6. **RESOLUTION: EXCLUSIVE LISTING AGREEMENT EXTENSION
WITH GRUBB & ELLIS**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
7. **RESOLUTION: EMERGENCY MANAGEMENT PERFORMANCE GRANT**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
8. **RESOLUTION: B07052 – CHEMICAL ROOT CONTROL ADDITIONAL SERVICES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
9. **RESOLUTION: B12024 – AWARD OF BID FOR EXCESS WORKERS
COMPENSATION AND EMPLOYERS LIABILITY INSURANCE**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
10. **RESOLUTION: B12031 AWARD OF BID FOR CONSULTING SERVICE FOR
COMMUNITY WIDE VISIONING PROCESS**
SPONSORED BY MAYOR TREFETHEN BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

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

COMMITTEE REPORTS

1. **School Board (3)**
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 Ciotti.
Mayor Trefethen asked the Council if they had items they would like pulled for further discussion.
Councilor Hooper asked to pull the three School Board Reports.
Mayor Trefethen asked to pull the Appointments Committee.
Mayor Trefethen asked for a roll call note on the remaining items of the Consent Calendar.
Roll Call Vote: 9/0.

Councilor Hooper gave an overview of her three School Board Reports.
Deputy Mayor Weston moved to accept all three School Board Reports; seconded by Councilor Ciotti.
Vote: 9/0.

Mayor Trefethen gave an overview of the Appointments Committee meeting. He said the Appointments Committee unanimously recommends the following appointments:

- Peter Schmidt, Transportation Advisory Committee, Alternate
- Dennis Munson and Christopher Berg, Dover Utilities Commission, Regular Members
- Lynn Antone and Margaret Trefethen, Recreation Advisory Board, Regular Members.
- Ronald Hebert and Kevin Braun, Conservation Commission, Regular Members.
- Robert Fisher and Christopher Buck, Open Lands Committee
- Pool Advisory Committee, Patricia Campbell.

Mayor Trefethen moved to appoint these new members; seconded by Councilor Nedelka.
Vote: 9/0.

Mayor Trefethen said he gets to appoint a Councilor to the Planning Board Steering Committee, and he is appointing Councilor Carrier.

Mayor Trefethen moved to accept the Planning Board recommendation that the Council appoint to the Strafford Regional Planning Commission: Tom Clark, Anthony McManus and Marcia Gasses; seconded by Councilor Cruikshank.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

B. RESOLUTIONS

1. AUTHORIZATION FOR THE PURCHASE OF A CONSERVATION EASEMENT BY THE CITY OF DOVER CONSERVATION COMMISSION
SPONSORED BY MAYOR TREFETHEN BY REQUEST

Deputy Mayor Weston moved for its adoption; seconded by Councilor Cruikshank.
Ms. Anna Boudreau, Open Lands Committee Vice Chairperson, spoke in support of this resolution and gave an overview to the Council.
Roll Call Vote: 9/0.

2. SCHOOL BUS CONTRACT
SPONSORED BY MAYOR TREFETHEN BY REQUEST

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

3. B11052 – NORTH END PRESSURE ZONE CONTRACT 1 – WATER TRANSMISSION MAINS ADDITIONAL SCOPE OF SERVICE
SPONSORED BY MAYOR TREFETHEN BY REQUEST

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

4. ACCEPTANCE OF BEACON CIRCLE
SPONSORED BY MAYOR TREFETHEN BY REQUEST

Deputy Mayor Weston moved for its adoption; seconded by Councilor Garrison.
Mayor Trefethen gave an overview of this resolution to the Council.
Roll Call Vote: 9/0.

5. REQUESTING SUPPORT FROM THE CONGRESSIONAL DELEGATION AND THE GOVERNOR OF THE STATE OF NEW HAMPSHIRE FOR THE CONTINUATION OF DOVER AS A STOP ON THE AMTRAK DOWNEASTER ROUTE
SPONSORED BY MAYOR TREFETHEN

Deputy Mayor Weston moved for its adoption; seconded by Councilor Cheney.
Mayor Trefethen gave an overview of this resolution to the Council.
Vote: 9/0.

6. CODIFICATION OF CITY ORDINANCES
SPONSORED BY MAYOR TREFETHEN BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

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

7. SET EFFECTIVE DATES OF CHARTER AMENDMENTS SPONSORED BY MAYOR TREFETHEN BY REQUEST

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

C. ORDINANCES IN 1ST READING

1. CHAPTER 166, VEHICLES AND TRAFFIC, SMITH WELL PARKING RESTRICTION (TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 11, 2012) SPONSORED BY DEPUTY MAYOR WESTON AND COUNCILOR CRUIKSHANK

Deputy Mayor Weston moved to refer to a public hearing on January 11, 2012; seconded by Councilor Cruikshank.

14. COUNCIL CORRESPONDENCE

A. LETTER FROM JEAN CONTE, RECEIVED NOVEMBER 17, 2011.

B. LETTER FROM BRIAN STERN, DATED DECEMBER 6, 2011.

Deputy Mayor Weston moved to have letters placed on file; seconded by Councilor Nedelka.
Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Councilor Hooper wished the citizens Happy Holidays.

Councilor Cheney spoke about the orientation program for the new Council and her belief that they be recorded and archived. She said she was told that it wasn't an actual Council meeting and didn't need to be recorded. She spoke about the improper and unwarranted action that occurred at the orientation meeting. She felt that this meeting should have been recorded, and recommended the next orientation meeting on December 15, 2011 also be recorded.

Mayor Trefethen presented farewell gifts to Councilors Nedelka, Cruikshank and Ciotti.

Councilor Nedelka thanked the whole Council for the past two years.

Councilor Cruikshank thanked the whole Council and said it has been a pleasure.

Councilor Ciotti thanked the whole Council and said he was happy to fill in for the five months he was on the Council.

Mayor Trefethen said he felt privileged to serve with Councilors Nedelka, Cruikshank, and Ciotti. He said the hallmark of this Council was being able to discuss things, take a vote, and still shake each other's hand with no hard feelings. He said this Council was competent and successful. He said he was glad for those who were coming back, and thanked those leaving for serving. Several Councilors said thanks to the three Councilors who were leaving.



CITY OF DOVER

CITY COUNCIL - MINUTES

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

Mayor Trefethen wished all a Merry Christmas.

16. ADJOURNMENT

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

Mr. Limanni's and Mr. Bardwell's handouts have been archived with the Minutes.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2011.12.14 - 15**
Ordinance Title: **Smith Well Parking 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 parking on one side of a segment of Smith Well Road.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-56 SCHEDULE I: “No Parking at Any Time” as follows:

THE FOLLOWING IS ADDED:

STREET:

SMITH WELL ROAD

LOCATION:

**WESTERLY SIDE, FROM GLENWOOD
AVENUE TO BARRY 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:	Councilor 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 – 2011.12.14 - 15**
Ordinance Title: **Smith Well Parking Restriction**
Chapter: Chapter 166, Vehicles and Traffic

DOCUMENT ACTIONS:

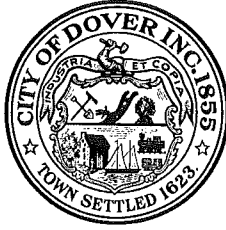
VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Dean Trefethen		
Deputy Mayor Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was recommended by the Transportation Advisory Commission at its November 28, 2011 meeting as a public safety concern. Several residents of Smith Well Road and Barry Street participated in the discussion, or provided comment directly to city staff and were overwhelmingly supportive of this restriction.

This parking restriction would govern a 150' stretch of Smith Well Road – one side only of the short stretch from Barry Street to Glenwood Avenue. Parked cars along this stretch make it difficult for motorists exiting Barry Street to have a clear view of approaching traffic and make it hazardous especially during winter when two cars encounter each other from opposite directions.

If adopted, this restriction can be adequately posted with signs mounted on an existing utility pole on the westerly side of Barry Street.



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: GREATER DOVER CHAMBER OF COMMERCE

Federal Tax ID number for Organization: 02-012746

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

Contact Person: MICHAEL MENEGES Day Time Telephone: 603-742-2218

Address: 550 CENTRAL AVE. Email Address MICHAEL@DOVERNH.ORG

Purpose of Permit: ANNUAL SWEEPSTAKES + AUCTION

Date of Event: 4/27/2012 Specific Time: 6:00pm - 10:00pm

Location of Event: DOVER ICE ARENA

(Raffle Permit only)

Prize (s) To Be Awarded: CASH + SILENT AUCTION

Amount of Donation: VAARIABLE Date of Drawing: 4/27/2012 Specific Time: 6:00pm - 10:00pm

Place of Drawing: DOVER ICE ARENA

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

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

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

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

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

Signature: [Signature] Date: 12/6/2011

Licensing Board approval [Signature] Date: 12/15/11

Revised 03/17/08

All Set
with
Charitable
Trusts
Unit.
DG



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2012.01.11 - 1**

Resolution Re: Award of Purchase Order to Fisher Automotive
for Automotive Parts and Supplies

WHEREAS: There are several State of New Hampshire contract pricing schedules available for municipal use with various vendors that represent different automotive supplies. Fisher Auto Parts aka Robbins Automotive of Dover, NH is such a vendor with whom the City does a significant amount of business and the annual expenditure may exceed the \$25,000 threshold amount that requires City Council approval; and

WHEREAS: Fisher Auto Parts offers a discount off "jobber" pricing in the amount of 20% with a prompt pay discount of 2%. The City has been very pleased with the availability and quality of parts, the service and the pricing structure offered by this vendor; and

WHEREAS: Fisher Auto Parts. has offered to extend their current discounted pricing schedule for another one (1) year period of time through Dec 30, 2012 and it seems to be financially prudent for the City to take advantage of this offer.

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

Per Dover Purchasing Regulations 3-29B; The purchasing agent may, with approval by City Manager make purchases through State of NH or at State bid prices.

The Purchasing Agent is hereby authorized to issue a Purchase Order to Fisher Auto Parts of Dover, NH for miscellaneous automotive parts and supplies at a discounted rate of 20% and 2% for prompt pay. This authorization shall be limited so as not to exceed available funding

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4654.xxxxx.xx.xx	Maint Supplies Vechicles	\$202,248.00	\$133,517.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2012.01.11 - 1**

Resolution Re: Award of Purchase Order to Fisher Automotive
for Automotive Parts and Supplies

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 Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2012.01.11 - 1**

Resolution Re: Award of Purchase Order to Fisher Automotive
for Automotive Parts and Supplies

RESOLUTION BACKGROUND MATERIAL:

There are several State of New Hampshire contract pricing schedules available for municipal use with various vendors that represent different automotive supplies. Fisher Automotive of Dover, NH is such a vendor with the State of NH and with whom the City does a significant amount of business. Total for FY11 was \$79,996.01. The annual expenditure exceeds the \$25,000 threshold amount that requires City Council approval. Fisher Auto Parts offers a discount off “jobber” pricing in the amount of 20% with a prompt pay discount of 2% to the city. The City has been very pleased with the availability and quality of parts, the service and the pricing structure offered by Robbins Auto Parts, Inc and wishes to continue with their current discounted pricing schedule for another one (1) year period of time.

Bid Information:

The State of New Hampshire solicits bids from qualified vendors for different types of vehicle parts and accessories to be acquired on an “as needed” basis and any municipality can “piggy back” on those same contracts with special contract pricing once a vendor or vendors is / are identified.

Award Information:

A purchase order will be issued to authorize this expenditure.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes/state 855073
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	Fisher Auto Parts aka Robbins Auto Parks	Fund:	Various
Other Approvals Required:	State NH	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2012.01.11 – 2**

Resolution Re: Award of Purchase Order to Sullivan Tire Co.
for Tires and Miscellaneous Related Supplies

WHEREAS: The City of Dover has a fleet of approximately 150 vehicles, to include cars, trucks and certain mobile equipment which are maintained by the Fleet Maintenance Division of the Community Services Department; and

WHEREAS: Tires and related accessories replacement for the various vehicles is an on-going process, as needed and required depending upon specific vehicle usage and the total annual tire and accessories replacement acquisition costs will vary depending upon circumstances; and

WHEREAS: There are several State of New Hampshire contract pricing schedules available for municipal use with various vendors that represent different manufacturers and types of tires and related accessories, Contract #216083 with varying discounts from the Manufacturers Government Sales/Price List; and

WHEREAS: Sullivan Tire Company of Dover, NH is such a vendor with the State NH and with whom the City does a significant amount of business. The annual expenditure may exceed the \$25,000 threshold amount that requires City Council approval.

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

Per Dover Purchasing Regulations 3-29B; The purchasing agent may, with approval by City Manager make purchases through State of NH or at State bid prices.

The Purchasing Agent is hereby authorized to issue a Purchase Order to Sullivan Tire Company, Dover, NH for Tires and Miscellaneous related supplies as needed. This authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
6310.1.550.49200.4895.00000.	Internal Cost of sales	165,000.00	138,571.81
xxxx.x.xxx.xxxxx.4654.xxxxx.xx.xx	Maint. Supplies Vehicles	202,248.00	133,517.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2012.01.11 – 2**

Resolution Re: Award of Purchase Order to Sullivan Tire Co.
for Tires and Miscellaneous Related Supplies

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 Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2012.01.11 – 2**
Resolution Re: Award of Purchase Order to Sullivan Tire Co.
for Tires and Miscellaneous Related Supplies

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has a fleet of approximately 150 vehicles, to include cars, trucks and certain mobile equipment which are maintained by the Fleet Maintenance Division of the Community Services Department. Tires and related accessories replacement for the various vehicles is an on-going process, as needed and required depending upon specific vehicle usage and the total annual tire and accessories replacement acquisition costs will vary depending upon circumstances. There are several State of New Hampshire contract pricing schedules available for municipal use with various vendors that represent different manufacturers and types of tires and related accessories. Sullivan Tire Company of Dover, NH is such a vendor with the State NH and with whom the City does a significant amount of business. Total expenditures for FY2011 were \$30,116.20. The annual expenditures may exceed the \$25,000 threshold amount that requires City Council approval.

Bid Information:

The State of New Hampshire solicits bids from qualified vendors for different types of vehicle tires / accessories to be acquired on an “as needed” basis and any municipality can “piggy back” on those same contracts with special contract pricing once a vendor or vendors is / are identified.

Award Information:

A purchase order will be issued to authorize this expenditure.

Purchasing Information:

Type:	Purchase Order	Advertised:	NO
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes/state 216083
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	Sullivan Tire	Fund:	Various
Other Approvals Required:	State NH	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2012.01.11 – 3**

Resolution Re: Continuation of Agreement for Work Boots/Footwear.
Sole Source Vendor Reds Shoe Barn

WHEREAS: Community Services, Police and Fire Department personnel are all entitled, by contract, to have the City provide them with work-related boots, shoes and/or fitness footwear in a not-to-exceed specified annual amount; and

WHEREAS: In 1999 and again in January 2007 the City solicited sealed bids from vendors to supply said miscellaneous footwear items on an "as needed" basis. The sole responses for both solicitations came from Red's Shoe Barn of Dover, NH and they were identified as the most advantageous due to store location, diverse quality product selection and a favorably discounted pricing schedule; and

WHEREAS: Both the City and Red's Shoe Barn have found the "as needed" agreement to be mutually satisfactory and financially beneficial and would like to extend the agreement for another year at the same 20% discounted pricing structure presently in effect. Expenditure for last year was \$15,555.00

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

City Council waive the bidding process per 3-24 B "The competitive bidding may be waived by a majority vote of the city council" This is a sole source local vendor.

The Purchasing Agent is hereby authorized to issue a Purchase Order to Red's Shoe Barn of Dover, NH given the discounted amount of 20% for the continued purchase, as needed, of Miscellaneous Work Boots/Shoes and Fitness Footwear. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4615.xxxx.xx	Clothing and uniforms	126,840.00	59,828.08

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.4.

Resolution Number: **R - 2012.01.11 – 3**

Resolution Re: Continuation of Agreement for Work Boots/Footwear.
Sole Source Vendor Reds Shoe Barn

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 Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		

BACKGROUND

Document Created by: Purchasing
Document Posted on: January 5, 2012

Continuation of Reds Shoe Barn Agreement
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2012.01.11 – 3**

Resolution Re: Continuation of Agreement for Work Boots/Footwear.
Sole Source Vendor Reds Shoe Barn

Certain City personnel are entitled to and are provided specific types of footwear at City expense in accordance with various union contract languages. Total amount spent last year was \$15,555.00 to this vendor. **Red's staff is excellent about calling the Purchasing Office if they have any doubt at all about the individual's status as a City of Dover employee entitled to utilize the City's discount or if the identification or voucher presented by the individual is questionable.**

Red's Shoe Barn is local, convenient and has a very large inventory of quality footwear, so most likely it could accommodate the needs of the City without necessarily requiring a second visit to the store to pick up something that had to be special-ordered.

A favorable discount is offered from their already competitive price structure, and an additional discount if offered for timely/speedy payment of invoices. Assuming timely processing of monthly statements/invoices, a total discount of 20% is realized from the stated retail store prices.

A bid was issued and directed to local area shoe stores in 1999 and then again in 2007, and Red's Shoe Barn was the only company to respond both times. To date, the agreement with them has been mutually financially advantageous.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	net 15, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	One (1) Year	Estimated Delivery:	As needed
Recommended Award to:	Red's Shoe Barn Dover, NH	Fund:	CS, Police, Fire
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bid Process: Purchase exceeds \$10,000.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2012.01.11 – 4**

Resolution Re: B12034 Award of Bid for Broadcasting equipment for
Council Chambers and School

WHEREAS: Sealed request for Bid B12034 was solicited and received on December 14, 2011 @ 2:00pm for broadcast equipment. A prebid meeting was conducted on Nov 22, 2011 with no vendors attending; and

WHEREAS: One bid was received and it is recommended to award to Access AV LLC of Concord NH in the amount of \$\$27,954.00 for the equipment located in the Council Chambers.

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

The Purchasing Agent is hereby authorized to issue a Purchase orders to Access AV LLC given the rates provided in conjunction with B12034. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
6100.1.550.49200.4745.01206.00	Computers & Communication Equip	74,585.11	64,473.11

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.1.

Resolution Number: **R - 2012.01.11 – 4**

Resolution Re: B12034 Award of Bid for Broadcasting equipment for
Council Chambers and School

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 Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Purchasing
Document Posted on: January 5, 2012

Broadcasting equipment
Page 2 of 5



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2012.01.11 – 4**

Resolution Re: B12034 Award of Bid for Broadcasting equipment for Council Chambers and School

Due to renovations at the city council chambers, a sealed request for Bid B12034 was solicited and received on December 14, 2011 @ 2:00 pm for broadcast equipment. A prebid meeting was conducted on Nov 22, 2011 with no vendors attending. One bid was received and it is recommended to award to Access AV LLC of Concord NH in the amount of \$27,954.00 for the equipment located in the Council Chambers.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	54	Number of Responses:	1
Work Bonded:	na	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	150 days
Recommended Award to:	Access AV LLC	Fund:	
Other Approvals Required:	School dept	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

Vendor Solicitation List:

2-Way Communications ServiceAccess A/V Adtech Systems, Inc Construction Summary Of NH Corporate Disk Co CVC Audio-Video Supply D. M. Burns Security, Inc Disc Makers Downeast Investigative Services EAST COAST SECURITY eMedia Duplication Services, Inc Emergency Response Computer Services, LLC Felix Septic Service, Smith Felix Fusion ConneX Global Publishing Inc Greater Dover Chamber of Commerce hawkins construction corp	Little Bay Broadcast Services Networks@Home, LLC New Cyberian Systems Inc. Photosmith Rule Boston Camera Single Source Group Telnet Dynamics International Transcor Information Tech VE Associates, Inc. American Alarm Comm. Anixter ANTRONICS, INC. Axis Business Solutions Black Rock Technology Group Centilla Corp. Cisco Systems, Inc. D.M. Burns Security, Inc. Fortress Security, LLC Graybar	Horizon Signal Technologies IMB Enterprises, Inc. InterAct Public Safety Systems Modern Imaging Solutions Networks@Home, LLC New England Communications Protection One Rule Boston Camera Siemens Building Technologies Signet Electronic Spaulding Hill Networks Stanley Convergent Security T.H. Grogan & Associates, Inc Traffic Parts, Inc. Transcor Information Technologies Tri State Fire Protection LLC Utilitronics Video Security Specialists, Inc
---	---	---



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2012.01.11 – 4**

Resolution Re: B12034 Award of Bid for Broadcasting equipment for Council Chambers and School

City Portion Bid Results

Qty.	Mfgr / Model #	Cost:	Ext. Cost
3	Panasonic WV-CS954 camera and wall mount (**Loaner unit provided	\$1,698.00	\$5,094.00
1	Panasonic WV-CU360C camera controller	\$788.00	\$788.00
1	Panasonic WJMP204c multiplexer	\$999.00	\$999.00
2	Camera power supply power converter	\$38.00	\$76.00
1	Roland L VS800 video switcher	\$3,594.00	\$3,594.00
1	Roland MVS12 multiview matrix output and multiviewer	\$2,154.00	\$2,154.00
1	Hitachi L40A 10540" LCD with PC input + mount	\$498.00	\$498.00
1	TVONE 1T-VGA-414 1x4 VGA DA	\$139.00	\$139.00
1	HRT UV1 kit VGA over CAT5	\$249.00	\$249.00
2	*Phillips 55PFL4706/F7 55-inch LED panel, with articulating arm mount	\$1,998.00	\$3,996.00
1	*Draper 123 inch 16: 1 0 motorized projection screen, installed	\$1,476.00	\$1,476.00
1	*Vivitek 857WT 3000 lumen, 16:10 WXGA, wall mount arm for 120-inch screen, cabling, installed	\$2,547.00	\$2,547.00
1	Nexkon 1060 60 watt audio amp	\$198.00	\$198.00
2	Soundtube CM5001 antifeedback Speakers for Council Chambers	\$166.00	\$332.00
2	Soundtube SM400i antifeedback speakers for podium, or equivalent	\$119.00	\$238.00
1	All cables and supplies	\$868.00	\$868.00
1	Installation, TRAINING, 24/7 TECH SUPPORT +LOANER PROGRAM	\$3,960.00	\$3,960.00
1	A detailed schematic of all wiring	\$360.00	\$360.00
1	Shipping	\$388.00	\$388.00
			\$27,954.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2012.01.11 – 4**

Resolution Re: B12034 Award of Bid for Broadcasting equipment for Council Chambers and School

School Bid results

Qty.	Description	Cost:	Ext. Cost
3	Canon XF1 05 HD, CF card 50mBh camcorder with HDSDI output	\$3,897.00	\$11,691.00
3	Custom power converter, Intercom, tally + Video cables in one sheath	\$668.00	\$2,004.00
3	Ikan VX7E 7" monitor 1	\$899.00	\$2,697.00
2	Manfrotto 504HDV, 546GBK tripod and head	\$699.00	\$1,398.00
1	Manfrotto 509HD,545BK tripod and head for telepromptor	\$1,292.00	\$1,292.00
3	Manfrotto MVR901 ECLA Zoom and focus controller (MVR901 EPLA \$258.00 each better quality) \$ 198.00 \$ 594.00	\$198.00	\$594.00
3	Manfrotto 114MV heavy duty dolly, or equivalent	\$309.00	\$927.00
2	Middle Atlantic MDVDSK rack desk with overbridge,	\$329.00	\$658.00
1	Mid-Atlantic MDV R12 12RU side rack (add \$786.00 for portable case + XD300 mount)	\$189.00	\$189.00
8	Mid-Atlantic U2 Shelf, or equivalent	\$39.00	\$312.00
2	Yamaha MS101111 speakers, or equivalent	\$26.00	\$52.00
1	Yamaha MG206C 16 MIC, or equivalent	\$525.00	\$525.00
4	Shure MX 183 lavalier mic, or equivalent	\$158.00	\$632.00
1	50 Ft 12 input audio snake I	\$288.00	\$288.00
1	NewTek Tricaster TCXD300 Educational discount requires School PO	\$9,995.00	\$9,995.00
1	NewTek LC11 ED control panel with educational discount requires School PO	\$1,546.00	\$1,546.00
1	TVONE AVT4714 Video/Audio distribution amplifier (ESE ES209a 12 output DA \$445.00)	\$88.00	\$88.00
1	Samsung/LN46D630M3F + Omnimount HDCART: 46"LCD + Rolling cart	\$1,398.00	\$1,398.00
2	Samsung/UN32D4003BD ' . 132" led PANEL	\$439.00	\$878.00
1	Datavideo ITC100 intercom + headphones	\$998.00	\$998.00
2	Middle Atalntic PD-915R power supply, or equivalent	\$76.00	\$152.00
1	I kan I D1 OOOKIT 1 x I' Three Point Light Kit	\$2,756.00	\$2,756.00
3	IKAN MA210 articulating arm, or equivalent	\$87.00	\$261.00
1	All video, audio, VGA cables, connectors and supplies	\$768.00	\$768.00
1	A detailed schematic of all wiring	\$360.00	\$360.00
1	Instaliation, TRAINING, 24/7 TECH SUPPORT +LOANER PROGRAM	\$4,500.00	\$4,500.00
1	shipping	\$826.00	\$826.00

\$47,785.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2012.01.11 – 5**

Resolution Re: **Nitrogen Reduction in the Great Bay Estuary**

WHEREAS: Nutrients have been identified as pollutants adversely impacting the water quality and natural habitat of the Great Bay Estuary, and that the NH Department of Environmental Services (NHDES) have published a Nutrient Criteria document which establishes water quality limits for nitrogen in the estuary that are believed to be necessary to protect the resource; and

WHEREAS: The communities of Dover, Exeter, Newmarket, Portsmouth, and Rochester, all of which operate waste water treatment plants in the watershed, have formed the Great Bay Municipal Coalition (Coalition) to review the findings of the Nutrient Criteria. The Coalition has determined that there are technical errors associated with the conclusions in the Nutrient Criteria; and

WHEREAS: The Coalition communities have presented analyses detailing the Coalition's concerns with the Numeric Nutrient Criteria to NHDES and EPA, and the Coalition has objected to EPA's assertion for the need to impose limits of technology nitrogen reduction at the Wastewater Treatment Plants; and

WHEREAS: The Coalition has proposed an Adaptive Management Plan approach which includes a comprehensive nitrogen reduction strategy that includes WWTP nitrogen limits of 8 milligrams per liter, non point nitrogen reduction, habitat restoration of oysters and eelgrass, and increased system wide monitoring to track water quality and habitat improvements.

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

City Manager is authorized to continue working with the Great Bay Municipal Coalition, the legislative delegation and other means to:

- 1) Ensure that NHDES is required to conduct a formal rule making proceeding which complies with state law to develop a sound scientific basis for permit limits,
- 2) Commit to pursue design and construction at the Dover WWTP that achieve 8 mg/l total nitrogen in its effluent discharge,
- 3) And pursue an Adaptive Management approach to restore the health of the Great Bay estuary.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2012.01.11 – 5**

Resolution Re: **Nitrogen Reduction in the Great Bay Estuary**

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, Robert Carrier, At Large		
Councilor Ed Spuler, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor, Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2012.01.11 – 5**

Resolution Re: **Nitrogen Reduction in the Great Bay Estuary**

RESOLUTION BACKGROUND MATERIAL:

The NH Department of Environmental Services has established criteria and draft nitrogen Waste Load Allocation for the Great Bay estuary at the request of EPA. The studies have concluded that too much nitrogen is entering Great Bay and has degraded water quality in the estuary to the point where ecologic impacts are measurable. The sources of the nitrogen are primarily point sources where nitrogen enters streams through pipes from waste water treatment plants and non point sources which are from run off during rain events. The point sources account for 25 to 30% of the nitrogen and the non point sources account for 70 – 75% of the nitrogen. Non point sources come from septic systems, agricultural, recreational, and residential fertilizer use, and street run off.

Chesapeake Bay, Long Island Sound and Narragansett Bay are estuaries where the nutrient problem manifested itself sometime ago with severe consequences to the ecology of those water bodies. EPA and NHDES are determined to avert a similar fate for Great Bay and are insisting that corrective action be taken now to reduce nitrogen levels in Great Bay. Many of the wastewater treatment facilities in the Great Bay estuary are due to receive new discharge permits and it is expected that nitrogen limits will be included. The cost to comply with the nitrogen limits will depend on the limit set and could vary greatly. For example a limit of 8 mg/l is estimated to require a \$10 million dollar upgrade to the treatment plant. A limit of 3 mg/l “limits of technology” is estimated to cost more than \$20 million for a plant upgrade to meet the limit. Six communities with waste water treatment plants face similar costs to upgrade their plants and are concerned about the impacts on sewer rates to comply with the nitrogen limits.

The Great Bay municipal Coalition, which includes Dover, Exeter, Newmarket, Portsmouth, and Rochester, all of whom have Wastewater Treatment Plants (WWTP) was formed as a vehicle to work collectively on the issue of nitrogen reduction in the Great Bay estuary. The Coalition sought to understand the issue to ensure investments the communities were being asked to make at their wastewater plants is needed and justified based on the current information available. The Coalition hired Hall and Associates, and Hydroqual two national experts on nutrient reduction and estuary water quality analysis to review the work prepared by NHDES regarding numeric nutrient criteria and load allocations. The Coalition’s experts reported that the NHDES documents are in error. Conclusions drawn in these documents clearly misrepresent the cause for eelgrass loss which is driving the EPA permit limits. Presentations of this information to the NHDES and EPA have fallen on deaf ears to this point. The Coalition continues to assert its position in hopes to stimulate a healthy debate of the issues so that an appropriate nitrogen strategy can be implemented. The Coalition has presented an Adaptive Management Plan (AMP) to EPA, NHDES and other watershed stakeholders which the Coalition communities commit to implement as an effective nutrient reduction strategy in place of the proposed nitrogen “limits of technology” wastewater treatment plant permit. The Coalition’s experts believe that the AMP will lower nitrogen levels sufficiently to improve habit and water quality in the estuary so that



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2012.01.11 – 5**

Resolution Re: **Nitrogen Reduction in the Great Bay Estuary**

limits of technology reduction may not be necessary at the WWTP's in the future. This possibility represents a potential capital cost saving of approximately \$10 million dollars. If in the future the monitoring efforts so more nitrogen reduction is necessary then an upgrade to limits of technology can be implemented at that time.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2012.01.11 – 6**
Resolution Re: **Acceptable Use Policy**

- WHEREAS: Users of MITSS have signed an Acceptable Use Policy to gain use of the municipal e-mail system; and
- WHEREAS: This policy states "Transporting or copying municipal data on portable media or on a device not owned by the City of Dover unless expressly and properly authorized."; and
- WHEREAS: Municipal e-mail boxes can now be synchronized with devices using the Exchange Active Sync client.

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

This resolution serves as authorization for City Council and other public body members to enable Exchange Active Sync on their personal devices. This work will be completed in accordance with Administrative Regulation 6-4, Cell Phone Policy as well as MITSS AUP. It remains the responsibility of the user to manage this resource responsibly.

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.3.

Resolution Number: **R – 2012.01.11 – 6**
Resolution Re: **Acceptable Use Policy**

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, Robert Carrier, At Large		
Councilor Ed Spuler, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor, Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Recent technological developments have occurred to permit the use of personal devices to access active synch for city e-mail while still protecting the integrity of the City e-mail systems.



City of Dover, New Hampshire

Acceptable Use of Municipal Information Technology Systems and Services

The purpose of this document is to establish the acceptable use of Municipal Information Technology Systems and Services (hereinafter referred to as "MITSS") by Users and to acknowledge privacy, security and legal issues.

MITSS is defined as voice, data, video and other information technology systems and services provided and owned by the City of Dover including but not limited to Internet access, municipal network access, e-mail, telephone, voicemail, fax, imaging devices, cellular phones and two-way radios.

"Users" shall mean all municipal employees, members of all boards, commissions and committees, elected officials, vendors and other persons accessing MITSS. Employees and vendors are responsible for reviewing and following the City's Administrative Regulation 2-805 Use of Communication Systems.

Using MITSS:

Users shall only use MITSS for acceptable uses and to achieve the goals of MITSS. Acceptable uses are uses relating to municipal business. The goals of MITSS are to provide effective means to communicate, to increase productivity, to perform research, to obtain information, and to assist Users in performing municipal function-related tasks. Only persons who have signed this document shall be permitted access to and use of MITSS.

Acceptable Uses

Examples of acceptable uses of MITSS include, but are not limited to:

- Communicating with colleagues, customers and citizens on municipal business matters, whether a one-to-one, committee, seminar or conference environment.
- Performance of municipal function-related tasks.
- Conducting research on the Internet to find and use online resources, problem-solve, stay current in one's municipal function.
- Accessing data (ex: State of New Hampshire applications) for which authorized access has been approved by both internal and external parties.

Prohibited Uses

Examples of prohibited uses of MITSS include, but are not limited to:

- Transmitting any information, message or material in violation of Federal, state, or local law.
- Accessing or distributing inappropriate, offensive or pornographic materials including jokes, slurs, etc. (Users who receive communications that may contain sexually, racially or ethnically inappropriate or offensive materials from other municipal Users should notify their immediate supervisor or the Human Resources Director if an employee or their staff liaison or City Manager if a non-employee. Users are prohibited from sending, forwarding or printing such communications, unless necessary to advise a supervisor, Human Resources Director, staff liaison or City Manager.)
- Storing in hard copy or electronic form any document, photo, video clip, audio file, executable file, etc., that may contain materials that would be considered sexually, racially or ethnically offensive. Storage of these types of materials for any reason other than official municipal business purposes is strictly prohibited.
- Intentional distribution of sensitive or confidential information to unauthorized persons.
- Distributing unauthorized broadcast messages or solicitations (SPAM).
- Using MITSS to accomplish personal business gain or to manage a business.
- Downloading, reproducing and/or distributing copyrighted materials not owned by the municipality, including software, photographs, music or any other media without appropriate authorization.
- Accessing or downloading any resource for which there is a fee without receiving the appropriate approval beforehand.
- Representing yourself as another User.
- Attempting to access any MITSS resource that a User is not authorized to access (hacking).
- Giving account information including username and password to anyone other than your department head, designated Information Technology administrators or the City Manager. (It is advised that you change your password immediately once maintenance or other tasks are complete.)
- Sending inappropriate communications from external accounts to any internal User account.
- Using MITSS for personal use during normal work hours except when such use is incidental to work related activities and infrequent.
- Transporting or copying municipal data on portable media or on a device not owned by the City of Dover unless expressly and properly authorized.



City of Dover, New Hampshire
Acceptable Use of Municipal Information Technology Systems and Services

Software:

Most information located on the Internet is software subject to the provisions of the Federal Copyright Law. Creating illegal copies of software or distributing software to third parties is not permitted. Users are responsible for using software in accordance with applicable license agreements.

Privacy:

The computer hardware system, software, and e-mail system are owned by the City of Dover, and all messages or data composed, stored, sent, or received using MITSS are and remain the property of the City of Dover. Users should have *no expectation of privacy* in either sending or receiving communications and other information while using MITSS. All City of Dover data, including communications, may be accessed, viewed, and/or reproduced by designated information technology administrators while performing system maintenance, handling virus prevention, fulfilling content screening responsibilities or responding to legally required inquiries.

Electronic media, specifically the Internet and e-mail, are not a secure communication network. Personal or privileged information sent via these media could be read by individuals other than the desired recipients. E-mail messages transmitted via the Internet may be stored on non-municipal systems, and may be available for review and distribution even when the original message has been deleted from all municipal systems. User communications in the form of e-mail may be a governmental record subject to inspection and release under the New Hampshire Right to Know Law irrespective of the device or server used to send or receive the communication. Users agree to cooperate with all Right to Know requests. In the event the City receives a Right to Know request or other court discovery request, Users who forward or direct e-mail received on MITSS to non-city accounts, servers, devices or hardware agree to provide, at their expense, access (including but not limited to photocopying) to all e-mail relating to municipal business matters that is received, sent and/or stored by the non-city accounts, devices, hardware or servers. Users using electronic media have the responsibility to respect the privacy and rights of others, and should not intentionally seek information on, obtain copies of, or modify files, communications, passwords and other data that belong to other Users.

Monitoring:

The municipality monitors the use of MITSS including, but not limited to, telephone call patterns and overall network and e-mail usage. The municipality occasionally accesses or views individual files, messages or attachments to protect the municipality against inappropriate use and/or to prevent the distribution and spread of viruses inside and outside the municipality's systems. Your use of MITSS owned and operated by the City of Dover may be monitored and is subject to release without prior notification. The municipality reserves the right to disclose the contents of any communication sent or received by any User, and will do so when it has a legitimate business need. Legitimate business needs may include, but are not limited to, the following:

- Investigation of suspected misuse of MITSS.
- Police investigations.
- Investigation related to pending or anticipated litigation.
- System administration and maintenance.
- Compliance with applicable laws, ordinances or court orders.

USER ACKNOWLEDGEMENT

You have been designated an authorized User of the MITSS owned and operated by the City of Dover. As an authorized User, you acknowledge your use will be related to legitimate City business in accordance with the Acceptable Use requirements. You are aware that prohibited and unacceptable use of MITSS by employees may result in disciplinary action up to and including discharge from employment. Prohibited and unacceptable use by non-employees may result in loss of privileges to use MITSS and other remedies as provided for in the City Charter, City Code or state law. Users shall bear their own legal expenses in defending against an alleged violation or provision of this policy. Your signature below indicates you have read, understand and agree to all of the above statements.

Print Name: _____
Dept / Public Body /
Vendor Name: _____
Phone Number*: _____
Signature: _____
Date: _____

Dept Head / City Clerk
Print Name: _____
Dept Head / City Clerk
Signature: _____
Date: _____

*Is voicemail secure at this number so that we may leave your login credentials? ☐ Yes ☐ No



City of Dover, New Hampshire
Acceptable Use of Municipal Information Technology Systems and Services

Routing Instructions:

Employees: Completed by User and submitted to supervisor. Reviewed by supervisor and forwarded to Department Head for signature. A copy is provided to User with original sent to the Office of Information Technology for account creation. Original is maintained with official personnel file.

City Council / Public Boards / Commissions: Completed by User and submitted to the City Clerk or Board / Commission chair respectively. A copy is provided to User with original sent to the City Clerk for signature and then to the Office of Information Technology for account creation. Original is maintained in the Personnel Office.

Vendors: Completed by User and submitted to municipal liaison. Reviewed by municipal liaison and forwarded to Department Head for signature. A copy is provided to User with original sent to Office of Information Technology for account creation. Original is maintained in the Personnel Office.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2012.01.11 – 7**
Resolution Re: **Appropriation For FY2013 Capital Improvements
Program – Water Main Court Street Non-Debt
Financed Project**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds; and

WHEREAS: The City Council adopted the FY 2013 – 2018 Capital Improvements Program on December 14, 2011, which included a project titled Water Main Replacement Court Street in the amount of \$50,000 for FY 2013;

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

The following capital outlay is appropriated as part of the FY13 Capital Improvements Program for the purpose so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Fund in the amount listed.

Item	Description	Appropriation	Funding	Fund
1	Water Main Replacement - Court Street	\$50,000	Water Fund Capital Reserve	Trust
	Total	<u>\$50,000</u>		

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Robert Carrier, Deputy Mayor
William Garrison, Councilor
Ward 2

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

Recorded by: Karen Lavertu
City Clerk

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter. This resolution is to be referred to public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2012.01.11 – 7**
Resolution Re: **Appropriation For FY2013 Capital Improvements
Program – Water Main Court Street Non-Debt
Financed Project**

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, Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weedon, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2012.01.11 – 7**
Resolution Re: **Appropriation For FY2013 Capital Improvements
Program – Water Main Court Street Non-Debt
Financed Project**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates reserve trust funds and special revenue funds to finance a portion of the FY13 Capital Improvements Program. In addition, it authorizes the transfer of Reserve Trust Fund moneys.

The following table reflects the amount to be appropriated from the reserve fund and the projected balance as of 6/30/2012:

Description	Proposed Appropriation	Balance 6/30/2012
Trust Reserve Funds CIP		
Water Capital Reserve	50,000	2,269,644
Totals	<u>\$50,000</u>	

In 2005, the City of Dover identified Court Street sidewalks as one of the three sidewalk systems in greatest need of construction, and where present, need repair. Since that time, no substantive improvements have been made; in part because of work (particularly water mains) underneath the sidewalk space is also needed, but a lower priority. Engineering design of the needed water main improvements in FY2013 will help inform the FY2014 CIP process.

In fall of 2011, a citizen petition to add sidewalks to the CIP was presented to the city. Installation of sidewalks at this time would not be prudent, since within a few years these sidewalks would be removed to perform underground work, or damaged by water main leaks that have been experienced along Court Street in recent years due to deteriorating water infrastructure. With the plan to begin realignment of Silver and Court Streets with the intersection of Central Ave in 2018, it is logical to address water infrastructure repair and improvement prior to the surface reconstruction. This will then allow the construction of sidewalks on Court Street with confidence in their longevity in a future year.

IMPORTANT PRICE ADJUSTMENT INFORMATION for Dover, Madbury, Rollinsford & Somersworth, NH

Dear Valued Customer:

December 2011

As part of our commitment to provide you with the best entertainment and communications experience, we continue to invest in making your services even better. Here are just a few highlights:

More to Watch, More Ways—Anytime, Anywhere

- Now, over 60,000 On Demand TV shows and hit movies on TV and online—over half are free!
- Catch up and keep up with your favorite shows from all top networks & enjoy new movies On Demand—many the same day as DVD & a month before Netflix
- Watch from your TV or online, anytime, anywhere—even from your iPad or iPhone!

Faster Internet Speeds + Most Comprehensive Security = The Best Online Experience

- XFINITY is the fastest Internet provider in the nation according to PC Mag*
- Download speeds up to an incredible 105 Mbps, and now 25% faster on our most popular Internet tiers**
- Reliably fast: XFINITY delivers over 100% of its advertised download and upload speeds—even during the peak hours for Internet use***
- Comprehensive online protection with Constant Guard, including Norton Security, at no extra charge

* 2011 rating by PC Mag based on review of customer data from www.speedtest.net.

** 105 Mbps not available in all areas.

*** According to a recent government report from the FCC entitled 'Measuring Broadband America,' August, 2011

Comcast Customer Guarantee and Commitment to Service

- And with the Comcast Customer Guarantee, we promise to provide you a consistently superior experience, including 24/7 customer service and on time appointments—or we'll credit you \$20 or give you a free premium channel for three months.

While we continue to make these investments, we periodically need to adjust prices due to increases in programming and other business costs. Starting January 22, 2012, new prices will apply to certain video and Internet services and equipment as indicated in this notice. If you are currently receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice™ plans, the prices for those specific services will not be affected during the applicable promotion, minimum term or SurePrice™ period.

We'd welcome the opportunity to help you find the perfect package that meets your needs. Our Triple Play packages offer exceptional value and can give you more of what you want, your way. Visit us at xfinity.com or call us at 1-800-XFINITY to learn more.

Thank you for being a Comcast customer. We look forward to continuing to serve you.

Prices shown are for residential service only and do not include federal, state and local taxes, FCC user and franchise fees or Regulatory Recovery fees or other related costs. Prices, services and features are subject to change. Not all services are available in all areas. ***Feature and content availability varies by service plan and market. Provisioned download speeds have increased 25% on Performance and Blast! tiers. Not all speed tiers and increases are available in all areas.

BASIC SERVICES

	Current Price	New Price Eff. 01/22/12
Dover, NH		
Limited Basic	\$21.15	\$23.02
Expanded Basic ⁷	\$44.20	\$46.11
Includes standard definition digital converter and remote for primary outlet		
Madbury, NH		
Limited Basic	\$21.15	\$23.02
Expanded Basic ⁷	\$44.20	\$46.11
Includes standard definition digital converter and remote for primary outlet		
Franchise Related Cost ⁸	\$ 0.44	No Change
Rollinsford, NH		
Limited Basic	\$21.15	\$23.02
Expanded Basic ⁷	\$44.20	\$46.11
Includes standard definition digital converter and remote for primary outlet		
Franchise Related Cost ⁸	\$ 0.18	No Change
Somersworth, NH		
Limited Basic	\$21.15	\$23.02
Expanded Basic ⁷	\$44.20	\$46.11
Includes standard definition digital converter and remote for primary outlet		
Franchise Related Cost ⁸	\$ 0.18	No Change

DIGITAL SERVICES

	Current Price	New Price Eff. 01/22/12
Digital Economy	\$39.95	No Change
Includes Limited Basic, Digital Economy channels, and a standard definition digital converter and remote for the primary outlet, access to Pay-Per-View programming and Music Choice®		
With Digital Voice or Internet Service.	\$29.95	\$34.95
Digital Starter	\$65.35	\$69.13
Includes Limited Basic, Expanded Basic, Digital Starter channels, movieplex, access to Pay-Per-View and On Demand programming and Music Choice®		
Digital Preferred plus One Premium ¹⁰	\$32.45	No Change
Includes Digital Preferred and choice of HBO®, Showtime®, Starz®, Cinemax® or The Movie Channel®		
Digital Preferred plus Two Premiums ¹⁰	\$43.45	No Change
Includes Digital Preferred and choices of two of HBO®, Showtime®, Starz®, Cinemax® or The Movie Channel®		
Digital Preferred Plus ¹⁰	\$43.45	No Change
Includes Digital Preferred, HBO® and Starz®		
Digital Premier ¹⁰	\$57.45	No Change
Includes Digital Preferred, HBO®, Showtime®, Starz®, Cinemax® and Sports Entertainment Package		
MultiLatino Plus	\$24.95	No Change
Includes Limited Basic, MultiLatino, standard definition digital converter and remote for primary outlet		
MultiLatino Extra.	\$39.95	No Change
Includes Digital Economy and MultiLatino		
MultiLatino Max	\$59.95	No Change
Includes MultiLatino Extra, MultiLatino Max channels, access to Pay-Per-View and On Demand programming		
MultiLatino Ultra	\$76.90	No Change
Includes MultiLatino Max and Digital Preferred		

SA9BF0E0

BASIC AND DIGITAL ANCILLARY SERVICES

	Current Price	New Price Eff. 01/22/12
HBO® ⁹	\$19.95	No Change
Showtime® ⁹	\$19.95	No Change
Starz® ⁹	\$19.95	No Change
Cinemax® ⁹	\$19.95	No Change
The Movie Channel® ⁹	\$19.95	No Change
Playboy® ⁹	\$19.95	No Change
Digital Preferred (Requires Digital Starter or MultiLatino Max)	\$17.95	No Change
MultiLatino ⁹	\$14.95	No Change
Family Tier ¹¹	\$14.95	No Change
Sports Entertainment Package® ¹⁰	\$ 7.95	No Change
HD Technology Fee (whole house)	\$ 8.95	\$ 9.95
3D Technology Fee ¹² (HD Technology Fee [whole house] is required at an additional charge)	\$ 0.00	No Change
DVR Service ^{4, 16} (HD Technology Fee [whole house] is required at an additional charge)	\$ 7.00	No Change
AnyRoom DVR Service ^{5, 16} (HD Technology Fee [whole house] is required at an additional charge)	\$11.00	\$10.00
TiVo Service ¹³	\$ 2.95	No Change
Digital Additional Outlet Service Charge (per outlet)		
With Standard Definition Digital Converter	\$ 8.95	\$ 9.95
With HD Digital Converter	\$ 8.95	\$ 9.95
With CableCARD ¹⁴	\$ 6.45	\$ 7.45
Digital Adapter Additional Outlet Service (per outlet) ¹⁵		
(1st and 2nd additional outlet)	\$ 0.00	No Change
(3rd, 4th, 5th, etc. additional outlets)	\$ 1.99	No Change

INTERNATIONAL SELECTIONS¹⁶

Rai Italia (Italian)	\$ 9.95
TV5 MONDE (French)	\$ 9.95
CTI-Zhong Tian Channel (Chinese/Mandarin)	\$11.95
RTN (Russian)	\$14.95
NEO Cricket (South Asian)	\$14.99
Zee TV (South Asian)	\$14.95
SIC (Portuguese)	\$ 9.95
TV Globo (Portuguese/Brazilian)	\$19.95

PAY-PER VIEW AND ON DEMAND SUBSCRIPTION SERVICES¹⁶
(monthly except as noted)

Bollywood Hits On Demand	\$12.99
Bollywood Hits On Demand w/ a South Asian international selection	\$ 9.99
Howard Stern On Demand	\$ 10.99
Howard Stern On Demand (one year subscription)	\$119.99
WWE Classics On Demand	\$ 7.99
here! TV On Demand	\$ 7.99
Filipino On Demand	\$ 7.99
Filipino On Demand w/ a Filipino international selection	\$ 5.99
Too Much for TV On Demand	\$14.99
Disney Family Movies On Demand	\$ 5.99
The Jewish Channel On Demand	\$ 6.99
Pay-Per-View and On Demand Movies and Events (per title or event) ¹⁷	Prices Vary

SPORTS PACKAGES^{16, 19}

MLB Extra Innings, MLS Direct Kick, NHL Center Ice,	Call for pricing
NBA League Pass, ESPN Game Plan, ESPN Full Court	

VIDEO EQUIPMENT

Limited Basic Only Converter	\$ 0.90
Digital Converter	\$ 1.75
Remote Control	\$ 0.20
HD Digital Converter (Limited Basic Only)	\$ 2.25
CableCARD (first card in device)	\$ 0.00
CableCARD (second card in same device)	\$ 1.50
Customer-Owned Video Equipment Credit	\$ 2.50

See www.comcast.com/equipmentpolicy for additional information

INSTALLATION FEES (per occurrence unless noted)²⁰

One Product ²¹	
at time of initial installation of service	\$50.00
after initial installation of service	N/A
Two Product ²¹	
at time of initial installation of service	\$80.00
after initial installation of service	N/A
Three Product ²¹	
at time of initial installation of service	\$90.00
after initial installation of service	N/A
Installation of each Additional Outlet	
at time of initial installation of service	\$15.50
after initial installation of service	\$25.50
Activation of each Additional Outlet	
at time of initial installation of service	\$ 8.50
after initial installation of service	\$17.00
Relocate Additional Outlet	
at time of initial installation of service	\$15.00
after initial installation of service	\$15.00
Connection of VCR/DVD	
at time of initial installation of service	\$ 7.95
after initial installation of service	\$16.00
Upgrade/Downgrade of service (No in-home visit required)	\$ 1.99
Upgrade Standard Definition DVR or HD DVR Service	\$16.00
Upgrade of service (In-home visit required)	\$16.00
Downgrade of service (In-home visit required)	\$11.50
Hourly Service Charge (For custom installation work)	\$31.60
In-Home Service Visit	\$28.50

REACTIVATION FEES (No in-home visit required—per occurrence unless noted)

Office reactivation for XFINITY Internet	\$ 5.00
Office reactivation for XFINITY Voice	\$ 5.00
Office reactivation for XFINITY TV	\$ 5.00

MISCELLANEOUS FEES
(per occurrence unless noted)

	Current Price	New Price Eff. 01/22/12
Service Protection Plan (covers all products)	\$ 3.30	\$ 3.95
Field Collection Charge	\$20.00	No Change
Visit to customer's residence required to collect past due balance or unreturned equipment		
Returned Payment Item (each)	\$20.00	No Change
Late Fee	\$ 8.00	No Change
Name Change Fee	\$ 1.99	No Change
Convenience Fee — Agent	\$ 5.99	No Change
For payment made by phone with a Customer Care Representative		
Bill Statement Reprint — Agent	\$ 5.00	No Change
For bill statement copy requested by phone or in person with a Customer Care Representative		
Unreturned or Damaged Equipment Fees ²²		Replacement Cost
Signal Amplifier	\$35.00	No Change
Self Install Kit ¹⁸	\$10.00	No Change
Self Install Kit Shipping and Handling (Standard Shipping)	\$10.00	No Change
Self Install Kit Shipping and Handling (Priority Shipping)	\$30.00	No Change
Shipping and Handling — Remotes (Separate Shipping)	\$ 5.95	No Change
TV Guide SM Weekly Magazine (per month)	\$ 4.20	No Change

SA9BF0E1

XF TRIPLE PLAY PACKAGES ¹	Current Price	New Price Eff. 01/22/12
Starter XF Triple Play Bundle	\$131.99/mo.	\$136.99/mo.
Includes Digital Starter for primary outlet, Performance Internet Service and Digital Voice Unlimited		
SurePrice ²	\$119.99/mo.	No Change
SurePrice ² *	\$114.99/mo.	No Change
Preferred XF Triple Play Bundle	\$144.99/mo.	\$149.99/mo.
Includes Digital Starter for primary outlet, Digital Preferred, Performance Internet Service and Digital Voice Unlimited		
SurePrice ²	\$129.99/mo.	No Change
SurePrice ² *	\$124.99/mo.	No Change
HD Preferred XF Triple Play Bundle	\$154.99/mo.	\$159.99/mo.
Includes Digital Starter for primary outlet, Digital Preferred, HD Technology Fee, Starz [®] , Performance Internet Service and Digital Voice Unlimited		
SurePrice ²	\$139.99/mo.	No Change
SurePrice ² *	\$134.99/mo.	No Change
HD Preferred Plus XF Triple Play Bundle	\$174.99/mo.	\$179.99/mo.
Includes Digital Starter for primary outlet, Digital Preferred, HD Technology Fee, HBO [®] , Starz [®] , Blast! Internet Service and Digital Voice Unlimited		
SurePrice ²	\$159.99/mo.	No Change
SurePrice ² *	\$154.99/mo.	No Change
HD Premier XF Triple Play Bundle	\$199.99/mo.	\$204.99/mo.
Includes Digital Starter and Digital Premier with HD DVR service or AnyRoom DVR service for primary outlet, HD Technology Fee, Blast! Internet Service and Digital Voice Unlimited		
SurePrice ²	\$179.99/mo.	No Change
SurePrice ² *	\$174.99/mo.	No Change
HD Complete XF Triple Play Bundle	\$229.99/mo.	\$234.99/mo.
Includes Digital Starter and Digital Premier with AnyRoom DVR service for primary outlet, three Digital Additional Outlets with HD digital converters and remotes, HD Technology Fee, The Movie Channel [®] , Blast! Internet Service, Wireless Gateway, Xfinity Signature Support, Wireless Network Support and Digital Voice Unlimited		
SurePrice ²	\$219.99/mo.	No Change
SurePrice ² *	\$214.99/mo.	No Change
* For 12 month promotion customers subscribing before October 1, 2011.		

MULTILATINO PAQUETE TRIPLE ¹	Current Price	New Price Eff. 01/22/12
MultiLatino Max Paquete Triple	\$131.99/mo.	\$136.99/mo.
Includes MultiLatino Max for primary outlet, Performance Internet Service, and Digital Voice Unlimited		
SurePrice ²	\$119.99/mo.	No Change
SurePrice ² *	\$114.99/mo.	No Change
MultiLatino Ultra Paquete Triple	\$144.99/mo.	\$149.99/mo.
Includes MultiLatino Ultra for primary outlet, Performance Internet Service, and Digital Voice Unlimited		
SurePrice ²	\$129.99/mo.	No Change
SurePrice ² *	\$124.99/mo.	No Change
MultiLatino Ultra HD Paquete Triple	\$154.99/mo.	\$159.99/mo.
Includes MultiLatino Ultra for primary outlet, HD Technology Fee, Starz [®] , Performance Internet Service, and Digital Voice Unlimited		
SurePrice ²	\$139.99/mo.	No Change
SurePrice ² *	\$134.99/mo.	No Change
MultiLatino Ultra HD Plus Paquete Triple	\$174.99/mo.	\$179.99/mo.
Includes MultiLatino Ultra for primary outlet, HD Technology Fee, HBO [®] , Starz [®] , Blast! Internet Service, and Digital Voice Unlimited		
SurePrice ²	\$159.99/mo.	No Change
SurePrice ² *	\$154.99/mo.	No Change
MultiLatino Total HD Paquete Triple	\$199.99/mo.	\$204.99/mo.
Includes MultiLatino Ultra and HD DVR Service or AnyRoom DVR for primary outlet, HD Technology Fee, HBO [®] , Showtime [®] , Starz [®] , Cinemax [®] , Sports Entertainment Package, Blast! Internet Service, and Digital Voice Unlimited		
SurePrice ²	\$179.99/mo.	No Change
SurePrice ² *	\$174.99/mo.	No Change
* For 12 month promotion customers subscribing before October 1, 2011.		

TRIPLE PLAY AND DOUBLE PLAY PACKAGES ¹	Current Price	New Price Eff. 01/22/12
Economy Triple Play	\$79.85	\$84.85
Includes Digital Economy for primary outlet, Economy Internet Service and Digital Voice Local With More		
Economy Double Play	\$54.90	\$59.90
Includes Digital Economy with standard definition digital converter and remote for primary outlet and Economy Internet Service		

SA9BF0E2

XF TRIPLE PLAY PACKAGE / MULTILATINO PAQUETE TRIPLE REWARDS

	Regular Price	Starter XF/ MultiLatino Max	Preferred XF/ MultiLatino Ultra	HD Preferred XF/ MultiLatino Ultra HD	HD Preferred Plus XF/ MultiLatino Ultra HD Plus	HD Premier XF/ MultiLatino Total HD ³	HD Complete XF Triple Play Bundle ³
HBO® ⁹	\$19.95	\$15.00	\$15.00	\$15.00	Included	Included	Included
Showtime® ⁹	\$19.95	\$10.00	\$10.00	\$10.00	\$10.00	Included	Included
Starz® ⁹	\$19.95	\$10.00	\$10.00	Included	Included	Included	Included
Cinemax® ⁹	\$19.95	\$10.00	\$10.00	\$10.00	\$10.00	Included	Included
The Movie Channel® ⁹	\$19.95	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	Included
DVR Service ^{4, 16} HD Technology Fee (whole house) is required at an additional charge	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	Included	Included
AnyRoom DVR Service ^{5, 16} HD Technology Fee (whole house) is required at an additional charge	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Digital Additional Outlet Service	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	Included (up to 3)
HD Technology Fee	\$9.95	\$9.95	\$9.95	Included	Included	Included	Included
3D Technology Fee ¹² HD Technology Fee (whole house) is required at an additional charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Blast! Speed Upgrade	\$58.95	\$10.00	\$10.00	\$10.00	Included	Included	Included
Extreme 50 Upgrade ⁶	\$99.95	\$50.00	\$50.00	\$50.00	\$40.00	\$40.00	\$40.00
Extreme 105 Upgrade ⁶	\$199.95	\$90.00	\$90.00	\$90.00	\$80.00	\$80.00	\$80.00

Certain services available separately or as a part of other levels of service. Comcast service is subject to Comcast's standard terms and conditions of service. Unless otherwise specified, prices shown are the monthly charge for the corresponding service, equipment or package. Prices shown do not include applicable taxes, franchise fees, FCC fees, Regulatory Recovery Fee, Public Access fees, other state or local fees or other applicable charges (e.g., per-call toll or international charges). Prices, services and features are subject to change. If you are a video service customer and you own a compatible digital converter or CableCARD device, please call 1-800-XFINITY for pricing information or visit www.comcast.com/equipmentpolicy. After a notice of an increase in rates, you may change your level of service at no additional charge for a period of 30 days from the effective date of the change. Please refer to your billing statement for your Local Franchising Authority's name and address.

¹ Requires a Voice/Data Modem, except for HD Complete Triple Play.

² SurePrice only available for 12 months to XF Triple Play or MultiLatino Paquete Triple Play customers after 12 month promotional package.

³ AnyRoom DVR service is included with HD Premier Triple Play, MultiLatino Total HD Paquete Triple and HD Complete Triple Play if AnyRoom DVR service is installed on primary outlet.

⁴ Subject to availability.

⁵ Sold only with one or more Digital Additional Outlet Service with HD Converter, maximum 3 clients per household.

⁶ Not available in all areas. May require installation and non-refundable installation charge.

⁷ Requires purchase of Limited Basic.

⁸ Franchise Related Costs are costs associated with providing public, educational and/or government access facilities and equipment and/or other related costs in your community.

⁹ Requires digital converter or CableCARD and Limited Basic.

¹⁰ Requires Digital Starter.

¹¹ Requires digital converter and purchase of Limited Basic and cannot be combined with Expanded Basic. Family Tier programming included in Digital services except for MultiLatino and MultiLatino on HBO.

¹² Requires HD Technology Fee.

¹³ TiVo service is not available in all areas and requires a Motorola High-Definition Digital Set-Top Box with DVR service.

¹⁴ Applicable with a subscription to any level of digital service. Includes a customer-owned video equipment credit. An additional charge will apply for additional CableCARDS in the same device.

¹⁵ Includes digital adapter and remote.

¹⁶ Requires digital converter and Limited Basic.

¹⁷ Price of Pay-Per-View and On Demand Movie or Event is displayed prior to the completion of the Pay-Per-View or On Demand ordering process.

¹⁸ Does not apply to CableCARD Self Install Kit.

¹⁹ Please call 1-800-XFINITY for current pricing.

²⁰ Does not include Extreme 105 Internet Service installation charge, wireless networking, professional internet installation, Voice installation fees or activation fees.

²¹ Product installations include video installations up to 125 feet from existing Comcast plant, unless noted differently in the local franchise agreement. Custom installations include installations which require in-wall wiring or installations in extensive drop ceilings, basements or crawl spaces.

²² Please contact 1-800-XFINITY for questions regarding equipment replacement charges.

©2012 Comcast. All rights reserved.

XFINITY TV Channel Lineup

Limited Basic

2	WGBH-2 (PBS) / HD 802
3	HSN
4	WBZ-4 (CBS) / HD 804
5	WCVB-5 (ABC) / HD 805
6	New England Cable News
7	WHDH-7 (NBC) / HD 807
8	WUNI-27 (Univision)
9	WMUR-9 (ABC) / HD 809
10	WWDP-DT ¹
11	NHPTV (PBS) / NHPTV Prime HD - HD 801
12	WLVI-56 (CW) / HD 808
13	WGME-13 (CBS)
14	WSBK myTV38 (MyTV) / HD 814
15	WPXG-21 (ION) / HD 803
16	WFXT-25 (FOX) / HD 806
17	WMEA-26 (PBS) ¹ / HD 812
18	WBIN (IND) ¹ / HD 811
19	WNEU-60 (Telemundo) / HD 815
20	WMFP-62 (IND)
21	WUTF-66 (Telefutura)
22	Access Channel
58	QVC
96	WCSH-6 (CBS) ¹
98	CKSH-9 (Canadian)
183	Jewelry TV ¹
209	WGBH World ¹
217	WGBX Kids ¹
229	Trinity Broadcasting Network ¹
237	WGBX Create ¹
279	WUNI-LATV ¹
283	Leased Access ¹
288	Universal Sports (via WBIN-DT) ¹
289	WBIN-COOL TV ¹
291	WLVI-TCN ¹
293	WMEA World ¹
295	WYDN-48 (Daystar) ¹
296	WENH Explore ¹
297	This TV ¹
298	WMUR-MeTV ¹
724	WUNI-LATV ¹

Expanded Basic

24	Disney Channel
25	Nickelodeon
26	ABC Family Channel
28	MTV
29	VH1
30	FX
31	TBS
32	Home & Garden TV
33	TNT
34	E! Entertainment TV
35	USA Network
36	Lifetime
37	A&E
38	The Learning Channel
39	Discovery Channel
41	Fox News
42	CNN
43	CNN Headline News
44	C-SPAN
46	CNBC
47	The Weather Channel
49	ESPN

50	ESPN2
51	NESN
52	Comcast SportsNet
53	Bravo
54	Food Network
55	Spike TV
59	AMC
60	Cartoon Network
61	Comedy Central
62	Syfy
63	Animal Planet
64	TV Land
65	VERSUS
66	History
67	Travel Channel
68	BET Network
69	The Golf Channel
71	Hallmark Channel
186	truTV
234	Inspirational Network
238	EWTN
251	MSNBC
270	Lifetime Movie Network
284	Fox Business Network

Family Tier (Includes Limited Basic)

24	Disney Channel
25	Nickelodeon
32	Home & Garden TV
43	CNN Headline News
44	C-SPAN
47	The Weather Channel
54	Food Network
210	National Geographic Channel
218	PBS Kids Sprout
221	The Hub
222	Disney XD
224	TeenNick
227	The Science Channel
229	Trinity Broadcasting Network
240	Do-It-Yourself Network
247	C-SPAN2

Digital Economy (Includes Limited Basic)

3	HSN
24	Disney Channel
34	E! Entertainment TV
35	USA Network
36	Lifetime
37	A&E
39	Discovery Channel
41	Fox News
42	CNN
44	C-SPAN
47	The Weather Channel
54	Food Network
55	Spike TV
58	QVC
59	AMC
60	Cartoon Network
61	Comedy Central
63	Animal Planet
64	TV Land
66	History
186	truTV
238	EWTN
247	C-SPAN2
268	CatholicTV

823	Discovery HD
824	Disney HD
835	USA HD
837	A&E HD
841	Fox News HD
842	CNN HD
854	Food Network HD
859	AMC HD
863	Animal Planet HD
872	History HD
906	HSN HD
907	Hallmark HD

Digital Starter (Includes Limited Basic and Expanded Basic)

1	On Demand
199	Hallmark Movie Channel
200	movieplex
211	style.
218	PBS Kids Sprout
219	G4
241	BBC America
242	H2
243	bio.
246	Bloomberg Television
247	C-SPAN2
249	C-SPAN3
252	Investigation Discovery
267	GSN
268	CatholicTV
333	XFINITY 3D ⁴
334	ESPN 3D ⁴
784	Travel Channel HD
786	G4 HD
788	Lifetime Movie Network HD
789	Fox Business Network HD
790	Hallmark Movie Channel HD
791	QVC HD
792	Disney XD HD
794	Bravo HD
795	CNBC HD
797	bio. HD
810	NECN HD
823	Discovery HD
824	Disney HD
825	Nick HD
826	ABC Family HD
827	MTV HD
828	Palladia
829	VH1 HD
830	FX HD
831	TBS HD
832	HGTV HD
833	TNT HD
834	E! Entertainment TV HD
835	USA HD
836	Lifetime HD
837	A&E HD
839	Velocity HD
841	Fox News HD
842	CNN HD
843	CNN Headline News HD
846	Universal HD
847	The Weather Channel HD
848	Golf HD
849	ESPN HD
850	ESPN2 HD
851	NESN HD

852	Comcast SportsNet HD
854	Food Network HD
855	Spike TV HD
858	Comedy Central HD
859	AMC HD
860	Cartoon Network HD
862	Syfy HD
863	Animal Planet HD
865	VERSUS HD
867	TLC HD
872	History HD
901	MSNBC HD
902	truTV HD
905	BET Network HD
906	HSN HD
907	Hallmark HD

MultiLatino Max

25	Nickelodeon
28	MTV
29	VH1
31	TBS
33	TNT
38	The Learning Channel
49	ESPN
50	ESPN2
51	NESN
52	Comcast SportsNet
53	Bravo
62	Syfy
65	VERSUS
69	The Golf Channel
218	PBS Kids Sprout
270	Lifetime Movie Network
788	Lifetime Movie Network HD
794	Bravo HD
825	Nick HD
827	MTV HD
829	VH1 HD
831	TBS HD
833	TNT HD
848	Golf HD
849	ESPN HD
850	ESPN2 HD
851	NESN HD
852	Comcast SportsNet HD
862	Syfy HD
865	VERSUS HD
867	TLC HD

Digital Preferred

1	On Demand
125	RLTV
176	Ovation
190	BBC World
193	Smithsonian Channel
197	Encore Family
198	ReelzChannel
201	Sundance Channel
202	Flix
203	Encore Action
204	Encore Love
205	Encore Suspense
206	indieplex
207	Encore Westerns
210	National Geographic Channel
211	style.
212	Independent Film Channel
214	TV One
215	Women's Entertainment

216	Oxygen
220	Nicktoons
221	The Hub
222	Disney XD
223	Nick Jr.
224	TeenNick
225	retroplex
226	OWN (Oprah Winfrey Network)
227	The Science Channel
228	Nick Too
230	Discovery Fit and Health
231	Halogen TV
232	Nat Geo WILD
233	Planet Green
235	gmc
236	The Word Network
238	EWTN
239	Cooking Channel
240	Do-It-Yourself Network
244	SoapNet
245	Weatherscan Local
248	ESPNews
253	Military Channel
254	Current TV
255	Outdoor Channel
257	NBA TV
259	NHL Network
260	TVG
261	CBS Sports Network
265	NFL Network
269	MLB Network
271	fuse
272	MTV Hits
273	MTV2
274	Centric
275	VH1 Soul
276	CMT Pure Country
277	VH1 Classic
279	Great American Country
280	MTV Jams
281	LOGO
282	CMT
286	ESPNU
326	Encore
599	NBA TV
686	Mnet
705	Mun2
711	Tr3s
715	NFL Network
719	Galavisión
783	HDNet
785	Encore HD
787	Style HD
793	Fuse HD
796	ESPNews HD
798	IFC HD
799	WE HD
821	National Geographic HD
822	NHL Network HD
853	NFL Network HD
856	CBS Sports Network HD
864	CMT HD
866	Science Channel HD
900	ESPNU HD
904	MGM HD
907	Hallmark HD
911	Planet Green HD
912	TV One HD
913	NBA TV HD
914	MLB Network HD
915	Ovation HD

SA9BF0E4

XFINITY TV Channel Lineup (continued)

Sports Entertainment Package		Pay-Per-View		775 HBO Zone HD		674 Canal 52MX	
126	Crime and Investigation	399	In Demand HD	868	Cinemax HD	676	Canal 22 Internacional
127	Military History Channel	401-403	Home Theater	870	HBO HD	704	Supercanal Caribe
128	SportsNet NY (OOM)	435	Penthouse TV	871	HB02 HD	705	Mun2
130	Comcast SportsNet Chicago (OOM)	451	Playboy	875	Starz HD	706	Discovery en español
131	The MTN (OOM)	452	Juicy	877	Showtime HD	707	Cine Latino
133	Comcast SportsNet Bay Area (OOM)	453	Playboy español	878	Showtime 2 HD	708	FOX Deportes
213	Turner Classic Movies	457	TEN	880	Showtime Extreme HD	709	CNN en Español
248	ESPNNews	459	REAL	883	TMC HD	711	Tr3s
250	Speed Channel	800	In Demand HD	884	TMC Xtra HD	712	Viendo Movies
255	Outdoor Channel	Sports Pay-Per-View		International Channels ³		713	Cine Mexicano
256	Fox Soccer	600	NBA LP PRE	134	Neo Cricket	714	GolTV (English)
257	NBA TV	601-610	MLS - NBA TEAM 1-10	679	Rai Italia	716	History en español
258	ESPN Classic	612	TEAM HD	680	TV Globo	717	WAPA America
259	NHL Network	621-634	MLB-NHL GAME	681	SIC	719	Galavisión
260	TVG	635	GAME HD	685	Neo Cricket	720	ESPN Deportes
261	CBS Sports Network	Digital Premium		688	TV5MONDE	722	¡Sorpresa!
262	FCS Atlantic	301	HBO	701	Zee TV	723	Latele Novela NETWORK
263	FCS Central	302	HB02	702	CTI Zhong Tian	725	Discovery Familia
264	FCS Pacific	303	HBO Signature	703	RTN	757	Televisión Dominicana
265	NFL Network	304	HBO Family	MultiLatino			
266	Tennis Channel	305	HBO Comedy	641	TBN Enlace USA		
269	MLB Network	306	HBO Zone	642	Telefe Internacional		
278	Fox Movie Channel	307	HBO Latino	643	TeleFórmula		
285	Big Ten Network	321	Starz	645	TV Chile		
286	ESPNU	322	Starz Edge	646	TV Colombia		
287	NFL RedZone	323	Starz InBlack	647	VideoRola		
599	NBA TV	324	Starz Kids & Family	648	Utilísima		
714	GolTV	325	Starz Cinema	649	TVE East		
715	NFL Network	327	Starz Comedy	650	TV Venezuela		
796	ESPNNews HD	338	5StarMax	652	Telehit		
822	NHL Network HD	339	OuterMax	653	Ritmoson Latino		
838	Tennis Channel HD	340	WMax	654	Bandamax		
853	NFL Network HD	341	Cinemax	655	De Película		
856	CBS Sports Network HD	342	MoreMax	656	De Película Clásico		
885	Big Ten Network HD	343	ActionMax	657	SUR Perú		
899	NFL RedZone HD	344	ThrillerMax	659	Canal SUR		
900	ESPNU HD	361	Showtime	660	Once México		
903	Turner Classic Movies HD	362	Showtime 2	661	Multimedios Televisión		
913	NBA TV HD	363	Showtime Showcase	662	Mexicanal		
914	MLB Network HD	364	Showtime Extreme	665	HTV		
Music Choice®		365	Showtime Beyond	666	HITN		
A minimum subscription to Digital Economy or Digital Starter is required to receive these channels.		366	Flix	667	Gran Cine		
		381	The Movie Channel	668	EWTN Español		
		382	TMC Xtra	670	Ecuavisa Internacional		
		451	Playboy Channel ²	671	Viendo Movies - West		
501-546 Channel Information available on musicchoice.com		773	HBO Latino HD	672	CB Tu Televisión Michoacán		
				673	Caracol TV		

Some restrictions apply. Not all programming is available in all areas. Digital equipment required to receive channels except certain Limited Basic channels. High-definition capable equipment is required to receive high-definition channels. Additional equipment fees may apply.

1 Available in all digital format. Digital capable equipment is required. Channels subject to availability.

2 A subscription to Playboy Channel digital service is required to receive this channel.

3 Available for individual purchase only.

4 A full HD/3D stereoscopic TV, manufacturer's specified 3D glasses and an RNG HD/3D converter is required to receive 3D channels.

SA9BF0E5

CORRECTION NOTICE

The enclosed January 2012 price adjustment notice contains incorrect pricing for our Economy Double Play package. The actual current monthly price is \$56.90 and the new price effective January 22, 2012 will be \$64.90, plus applicable fees and taxes.

Customers are being notified of this information by bill insert.