



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, May 9, 2012**
Meeting Time: **7:00 pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS – None**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
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. **April 18, 2012 – Special Meeting**
 - B. **April 18, 2012 – Workshop Session**
 - C. **April 25, 2012 – Workshop Session**
 - D. **April 25, 2012 – Regular Session**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
 - A. **ORDINANCES IN THE 2nd READING – None**
 - B. **ORDINANCES IN THE 3rd READING – None**
 - C. **RESOLUTIONS – None**



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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BLOCK PARTY – Greater Dover Chamber of Commerce, Farmer’s Market**
2. **BLOCK PARTY – Greater Dover Chamber of Commerce, 4th of July**
3. **BLOCK PARTY – Greater Dover Chamber of Commerce, Cochecho Arts Festival**
4. **PARADE/WALK – Dover Area Religious Leader’s Association**
5. **RAFFLE – Dover Police Association**

6. **RESOLUTION: WATER METERS AND AUTOMATIC METER READING SYSTEM**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

7. **RESOLUTION: SENIOR CENTER TRIP TO QUEBEC CITY**
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. **CLOSE OUT THE SCHOOL DISTRICT MEDIA ACCESS CENTER JOINT BUILDING COMMITTEE**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

2. **OPERATING RULES FOR ENERGY COMMISSION**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

3. **B12049 SILVER STREET RECONSTRUCTION CONSULTING SERVICES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

4. **B12068 AWARD OF BID RUBBER WHEELED EXCAVATOR**
SPONSORED BY MAYOR TREFETHEN BY REQUEST



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- 5. APPROVAL OF SCENIC BYWAY APPLICATION
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 23, 2012)
SPONSORED BY MAYOR TREFETHEN BY REQUEST**

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166 VEHICLES AND TRAFFIC; SECTION 166-28 EXEMPTIONS;
SUBSECTION A
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 23, 2012)
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
- 2. CHAPTER 166 VEHICLES AND TRAFFIC; SECTION 166-57: LIMITED TIME
PARKING
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 23, 2012)
SPONSORED BY MAYOR TREFETHEN BY REQUEST**

14. COUNCIL CORRESPONDENCE

- A. Letter from Cochecho River Local Advisory Committee, dated April 11, 2012.**

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT

CITY MANAGER'S REPORT



May 09, 2012

"Go as far as you can see; when you get there, you'll be able to see farther."

J. P. Morgan.

SUBMITTED BY:

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

**CITY OF
DOVER, NH**

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

STREETS, WATER, SEWER UPDATES

Utilities: During the first week of April, the Utilities crew performed hydrant flushing on the dead-end mains. In addition to the annual flushing that is performed in the fall, dead-ends are also flushed in the spring to ensure a higher quality of water within the distribution system. Employees flushed approximately 150 hydrants, working 9 PM until 5 AM, Sunday through Thursday.

Crews responded to a low-water pressure complaint at 801 Central Avenue where there appeared to be air in the water line. Crews had previously replaced the City-side of the service and used a compressor to clean out the customer's side. After a few days of investigation and excavation, it was determined that a faulty bladder in a dental chair was causing the problem. This was an issue that staff has never encountered before.

Leaks were reported and identified using leak detection equipment at the Long Hill Park, 7 Roberts Road and 12 Roberts Road. Services and saddles were replaced on the City's side on Roberts Road. Employees from Facilities & Grounds shut the water off at the Long Hill Park after a leak was detected in the irrigation system. A contractor was notified and is working to repair the leak.

Dennis Maher Well Drilling & Pump Services was contracted to perform cleaning at the Cummings Well as a part of the annual routine cleaning and maintenance for the wells. Some minor repairs to the pump were detected and are being repaired. The well is expected to be back in service within two weeks.

Staff reconfigured the meter and backflow at the Shaw's Lane ball field. The old backflow was contained in a vault and underwater, which did not meet current backflow regulations. The unit above ground was reconfigured to accommodate the three inch meter and backflow. The Facilities and Grounds Division is currently building a cover for the meter.

Staff finished prepping winter trenches for paving on Hemlock Circle and Tanglewood Drive. Repairs to a collapsed sewer service and the replacement of a hydrant had been completed over the winter. Contractors will pave those areas as needed.

The City received the new sewer pump back for the River Street Pump Station. The pump had been sent back to the manufacturer for a complete overhaul on the rotating assembly after it failed the start-up test in March. The contractor, T-Buck, has reinstalled it and it's currently being evaluated in the running state. The second pump, which had currently been running at the station, will be disassembled and sent back for a complete overhaul as well. This is the last phase of the station reconstruction.

Employees have been cleaning sewer lines in the Morningside Drive area, to include Spruce Lane and Back River Road. The sewer line cleaning is an ongoing part of the Collection System Maintenance Plan. Once completed, crews will move on to another area, working throughout the summer to complete the entire city.

Duke's Root Control treated 3,000 feet of the 8-inch mains in various parts of the City. This root treatment is also part of the Collection System Maintenance Plan, where approximately 3,000 to 5,000 feet of the root problem areas are treated quarterly. The City spends approximately \$15,000 per year on root control.

Employees responded to a sewer backup at the end of the month on Hampshire Circle. A grease block was discovered in the sewer main, resulting in a backup into a residence. Crews are working to clean the area

with the jet truck and will inspect and TV the lines. Upon initial investigation, it appears a large quantity of improper items have been flushed down the system.

Streets/Stormwater: The Highway Division continued to patch numerous potholes throughout the City as needed. Street sweeping continued through the month of April and all areas slated for restriping have been completed. Areas on and around Tolend Road, Fourth Street, Portland Avenue, Broadway, Henry Law Avenue, as well as most City parking lots have also been completed.

Employees have been working in the yard (behind the Public Works Facility) as well as at the Recycling Center to clean up and put away winter materials and equipment. All vehicles and sanders have been cleaned and stored away for the summer months. Lawns damaged, as a result of winter operations, were repaired (loamed and hydro-seeded). The residential sand and salt pile, located at the Shaw's Lane ball field, was also removed and cleaned up for the season.

Gravel shoulders were filled in on Blackwater Road, Columbus Avenue and Watson Road. The areas were patched after normal wear and tear caused by vehicles driving off the road had created a lip. Tri-State Paving has been working on cutting and patching various areas on the trim and shim list. Bad sections of roadway throughout the City are cut out and repaired to avoid repaving the entire street. Areas on County Farm Road and Sixth Street have been completed; however, the process will be ongoing. Brox Industries has been working on repairs from last year's paving projects. A punch list was created, to include trouble spots and gate box repairs, and they continue working to address the items.

A beaver dam on Varney Road was dismantled after the structure had been causing the area to flood. Highway crews have been in contact with trapping professionals in order to remove the animal. Crews will clean the area again once the beaver has been removed.

The water truck was sent to Barrington to assist with their street cleaning. The Town of Barrington reciprocates by assisting with the grading of the City of Dover's gravel roads.

Traffic Signal Update: Crews enabled the counting capabilities of the new loop amplifiers at Weeks Crossing and have reported positive results with the data. They are currently dealing with a memory issue that is burdening the process of data downloading, but this should be rectified soon. The materials needed for retrofitting the Glenwood Avenue cabinet in a similar manner have been ordered and will hopefully be ready to proceed in the next few weeks.

A meeting was held with Coast and Wildcat Transit to discuss the idea of implementing transit signal priority into the system, after discussions it was decided that the bus companies have some legislative work to do before proceeding further with this discussion.

The modem was installed at Oak Street and communication now exists with this location from Central Avenue. The mongrel traffic controller was also changed at Sixth Street and Whittier Street with the Eagle controller that was previously in the old Upper Square cabinet, which received a new Eagle controller as part of the new cabinet installation last month.

A number of response calls were addressed dealing with Weeks Crossing. One call involved a malfunctioning controller at Weeks Lane/Indian Brook Drive, which has been sent out for repair under warranty as well as some "arrow" indications in Upper Square that involved some cabinet wiring.

The focus now will be directed at the Route 108 corridor in the area of Exit 7. Count data had been collected and a functional test was performed of the existing interconnect wiring associated with this system. The system is anticipated to go online this coming month.

PROGRAMS AT CITY CENTERS/BUREAUS

Investigations/Legal Bureau: During the month of April, 2012, there were 4 letters generated by the Dover Police Special Investigations Unit that were sent to certain licensed liquor establishments in Dover. The letters were a result of analysis of police reports involving overly intoxicated persons. When it is determined 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 15 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.

The SIU continued to investigate burglaries reported during April and prior, as well as ongoing robbery investigations from previous months and has also investigated three unattended deaths that occurred in April.

Parking Bureau: Parking Manager Bill Simons, along with Economic Development Director Dan Barufaldi, were guests of WTSN's Open Mike show on April 3rd. The topic discussed was a downtown parking facility and development of current city controlled parking lots.

On April 4th, Bill Simons, along with Parking Commission Chairman Charles Reynolds, presented the Parking Commission's recommendation to establish a Tax Increment Fund district on downtown city controlled parking lots to fund a parking facility. This presentation was made to the City Council.

The signs for a trial run of having two 15-minute limit free parking spaces in front of the Cocheco Apartments in the Orchard Street parking lot were installed during the third week of April. The spaces will be monitored over the next few weeks and a recommendation on whether to make the change permanent will be made to the Parking Commission at their May meeting.

The Parking Commission recommended that the monthly fee for the First Street parking lot be lowered to \$35 when the city's Fee Schedule is adopted in the FY13 budget. The lot is underutilized at this time and the lower fee should bring more vehicles into the lot.

Traffic Bureau: The Traffic Bureau is working closely with Unitil and its contractor, New England Utility Constructors, in the coordination and scheduling of gas main replacement work in two significant areas: Central Avenue between Chestnut and Pierce Streets and the Applevale/Middlebrook neighborhood. During the month of April, the work often involved temporary traffic diversions and on street parking restrictions to facilitate the flow of traffic.

On Monday, April 9, the Traffic Bureau coordinated the agency's participation in the statewide enforcement effort "Operation Safe Commute". With grant funding from NH Highway Safety Agency, extra patrols were performed between 6 AM and 9 AM, during the morning commute, and between 4 PM and 7 PM during the evening commute. Targeted violations included following too closely, failure to signal lane changes, speeding, distracted driving, and other moving violations.

Sergeant Speidel continues to work closely with the City’s traffic signal coordination committee, under the direction of Public Works Superintendent Bill Boulanger and the City’s consultant, Sebago Technics, to move the City’s traffic signal project forward.

Sgt. Speidel has partnered with Wentworth-Douglass Hospital’s Childbirth Education Center to provide infant child safety seat inspections. This new program is scheduled 2-3 evenings per month in conjunction with WDH’s Prepared Childbirth education classes and primarily serves clients of the hospital’s Birth Center.

In addition to the WDH inspection program that was held on April 9th and 30th, Sgt. Speidel performed 6 child passenger seat inspections during the month of April. Each safety check involves an individualized review of child restraint systems in the caregiver’s vehicle, instruction and assistance with proper child seat installation procedures, and discussion of safety precautions specific to the age group. Each safety check takes approximately 30 to 60 minutes. Sgt. Speidel is a certified Child Passenger Safety technician, and the Police Department provides this service free of charge.

The Traffic Bureau completed traffic counts in the Atkinson and Belknap Street areas to provide extra data for the Neighborhood Traffic Calming project that is currently being undertaken by the City’s professional consultant, under the direction of the Planning Department.

Sgt. Speidel coordinated all traffic control particulars and police personnel assignments for the 31st annual Red’s “Race for a Better Community” 5 mile road race and 2.4 mile walk on April 22. The event benefits a number of local nonprofit organizations. The Traffic Bureau handled the advance deployment of cones, barricades, and signs to facilitate temporary parking restrictions and safe traffic flow. There were over 900 participants in this year.

Sgt. Speidel attended the New Hampshire Traffic Safety Conference in Meredith on April 24. The conference is a program of the NH Highway Safety Agency and its partners. Workshop topics included the Drug Recognition Program, the Distracted and Impaired Driving simulator, New Hampshire’s Roadway Infrastructure, Teen Highway Safety Initiatives, and Crash Scene Safety.

Patrol: During the month of April, officers handled a total of 2,467 incidents resulting in the following activity / arrests:

1003	Traffic Stops
48	Total Arrests
2	DWI Arrests
4	Arrests for MV charges other than DWI
2	Drug Related Arrests
9	Arrests for Assault
10	Theft Related Arrests
2	Arrests for Criminal Mischief
9	Arrests for Electronic Bench Warrants
5	Arrest for Violation of Court Orders
1	Arrests for Criminal Trespass
2	Arrests for Burglary
5	Arrests for Disorderly Conduct
1	Arrest for Facilitation of Underage Drinking Party
5	Juvenile Arrests

On April 24, 2012, officers responded to the McConnell Center for a report of graffiti. Information developed as a result of the investigation led to the arrest of a 19-year-old Belknap Street resident for the graffiti at the McConnell Center as well as graffiti on Belknap Street, Washington Street and the Community Trail. A second suspect has been identified as being responsible for additional acts of Criminal Mischief and the investigation remains active.

During the Month of April, officers responded to assist the Dover Fire Department for seven incidents in which portable toilets were set on fire. The incidents occurred between April 7th and April 20th. The joint Police-Fire investigation into the acts of Arson is ongoing.

During the Month of April, Field Operations Division Commander Captain Breault and Police Communications Supervisor Wentworth participated in two Seabrook Emergency Drills. The state-wide drills were done with the Dover Fire Department to assess the City's readiness in the event of an emergency at the Seabrook Power Station.

Diversion Program: There are nine active participants in the Dover Diversion program. One was successfully released this month and there is one other active participant that is nearing release. The next meetings are scheduled for Thursday, May 3rd and Wednesday, May 24th.

There are no new cases awaiting the May 3rd meeting. Any additional cases will be reviewed at that meeting date or a date determined by the committee.

Dover Housing Authority: On April 7th, Officer Joslin, with the help of DHA staff and two of the residents, held the second annual Dover Housing Authority Easter Egg Hunt. There were 1100 eggs put out for the children with each egg containing candy and one egg containing a penny. The child to locate the egg with the penny received a milk chocolate egg.

On April 25th, Officer Joslin held a Resident Council and Crime Watch meeting at the Seymour Osman Community Center. There were eight participants who all agreed to be part of the Resident Council and begin to have regular meetings to improve the neighborhood and aid in events such as the Easter Egg Hunt, Bike Parade, Holiday Float and Halloween Party.

During the month of April, 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 April, Officer Caproni assisted Quantum Director Mimi Bergere with ongoing activities that include but are not limited to daily mentoring in homework, nutrition, community service and cultural events. This month, the Quantum Program continued with the boys program "Man Up".

April included community service events such as a community breakfast and dinner. The Junior Achievement segment also continued into April focusing on enhancing life skills to be successful in a working environment.

On April 10th, Quantum participated in a professional networking event in Durham. Students made introductions and interacted in a professional environment to gain confidence regarding professionally interacting.

April 14th, Quantum conducted a Car Wash at Papa Ginos and raised about \$350 for the May 5th Weekend overnight trip to Ogunquit. Community Service events included volunteering to assist at Reds Road Race while other actually ran. Quantum raised hundreds of dollars recruiting registrations/donations for the event.

Community Service Program: The Community Service program tracked 22 active participants in the month of April. Of the 22 juveniles in the program, 6 participated during the month. A total of 26 hours of community service work was completed with no members completing their obligation during the month.

In 2012, 46 hours of community service has been completed and no members have finished their court ordered hours.

Police Explorer Program: During the month of April, the Explorer Post met on April 4th. Officer Keefe demonstrated his working dogs to the Explorer Post. Officer Keefe not only discussed the purpose and effectiveness of a properly trained K9, he demonstrated a drug search, article search, and a sleeve bite.

On April 14th, the Explorer Post assisted with the DARE breakfast. They greeted, conducted child fingerprinting and assisted with cleanup for the event.

On April 22nd, the Explorer Post conducted traffic control for the Red's Road Race at various intersections along the route.

On the weekend of April 27th-29th, Explorer Sheehan will be representing Post #400 at the weekend challenge. Explorer Sheehan will compete in a variety of law enforcement events and trainings gaining valuable experience.

On April 28th, members of the Post helped out at Dover Pride Cleanup Day.

Some upcoming events include training on Building Searches on May 2nd and training on Crisis Negotiations on May 16th.

Dover Coalition for Youth: On April 6th the Dover Coalition for Youth collaborated with regional partners to host a summit, "Responding to Our Community's Prescription Drug Abuse Epidemic: A Call to Action." Sixty-Five attendees from communities across Strafford County attended to learn about the scope of the prescription drug abuse problem ranging for issues that police departments face in enforcement to challenges medical prescribers are dealing with. Speakers like the NH Medical Examiner Dr. Thomas Andrew discussed how drug deaths, most of which involve prescription pain killers, reached 200 in 2011 which far surpasses traffic related fatalities. After hearing from a variety of speakers about the problem, participants discussed solutions to the problem and formed a regional task force to take action.

On April 11th the Coalition partnered with Dover Youth to Youth and the NH Division of Liquor Enforcement to conduct sticker shock where over 1,000 stickers warning about the dangers of providing alcohol to a minor were placed on cases of beer in 2 local supermarkets. The event was done in collaboration with communities across the state to promote Alcohol Awareness Month.

On April 19th the Coalition partnered with Dover High School and Dover Youth to Youth to hold an alcohol and drug abuse awareness presentation for juniors and seniors. The presentation included 2 speakers that shared their personal stories. The first was Chris Sullivan who was a former lineman for the New England

Patriots. He shared his story about how he used alcohol to self-medicate for anxiety issues and then how a sports related injury quickly turned in to \$26,000 a month substance abuse problem that ended his career.

Speaker Kathi Meyer spoke about the night her daughter went to a drinking party in the woods. Her daughter left the party highly intoxicated and walked the wrong way deeper into the woods. She died of exposure during the night while lost in a swampy area. Kathi's message is one of caution – that intoxicated people do things, make decisions and struggle with problems far differently than someone that is sober. She reminds the students that if they are intoxicated, they give up the ability to look out for themselves and that their intoxicated friends are not going to be able to look for them either.

Both speakers impacted students in a very powerful way. The high school administration is already talking about how to make this presentation an annual event.

Later that day, the Coalition hosted a town hall meeting to talk about “Breaking the Chain of Underage Drinking.” Both speakers participated in that meeting that attracted over 2 dozen community members to hear stories of the impact underage drinking has and discuss solutions to solving the problem.

On Saturday April 28th the Coalition partnered with the Dover Police Department and the Drug Enforcement Administration to host its fourth Prescription Drug Take Back event. The event provided community members the opportunity to safely dispose of prescription and over the counter medications to prevent abuse. It was the most successful take back event yet. The four events over the last two years have resulted in Dover collecting approximately 450 pounds of drugs.

Youth to Youth: On April 12th, six Y2Y students traveled to Gorham, Maine to present the *History of Tobacco Advertising* media literacy presentation. They also presented the *8 Things* underage drinking presentation to their middle school students. In all, 640 students were in the audience for the two presentations.

Also in April, six members of Youth to Youth participated in an hour long radio interview about drug abuse on WTSN's Open Mic. radio show. The students discussed current drug trends, attitudes of their peers, and the steps the group has been trying to take to reduce the harm from substance abuse.

In April, twelve Y2Y students gave a presentation for parents of 7th graders at Project Safeguard in Moultonborough, NH. The students presented Freeze Action Theater, which is an interactive presentation on how to start conversations with your kids about various drug issues.

On April 19th, two members of Youth to Youth went to the State House in Concord and testified before the NH Senate committee holding a public hearing on a bill that would decriminalize marijuana in NH. This proposal had already passed the NH House of Representatives. The Dover students testified to their opinion that such a move would send a message to kids that marijuana use was “no big deal.”

Also on April 19th, Dover Youth to Youth partnered with the Dover Coalition for Youth and hosted a tandem of speakers who spoke to all of the juniors and seniors at Dover High School. Speakers Chris Sullivan and Kathi Meyer told the students their stories of how alcohol and drugs impacted their lives.

Teen Center: The Dover Teen Center calendar for April 2012 consisted of educational and social programming for its youth participants.

For the month of April 2012 the Teen Center saw a total of 639 participants, on 20 days of programming, which yielded an average of just under 32 participants per day.

Some program highlights for the month of April 2012 included, but were not limited to the following:

- TC Classic Program – “BINGO MADNESS” (4/5)
- TC Holiday Event – “Egg-Cellent Pursuit Challenge” (4/8)
- TC Sports Event – “Disc Golf” (4/11)
- TC Special Event – “Girls Group: Spa Day” (4/19)
- TC Movie Afternoon – “Contagion” (4/20)
- TC April Vacation Trip – “Basketball Hall of Fame” (4/23)
- TC April Vacation Trip – “FunSpot Arcade” (4/24)
- TC April Vacation Trip – “UNH Tour & Lunch” (4/25)
- TC Music Event – DoverPalooza – “Spring Fever Show” (4/26)

As May approaches, many more exciting programs are planned.

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:

- 25 pedestrian crosswalk warnings
- 20 public assist calls
- 5 MV pedestrian right of way warnings
- 3 MV one way warning
- 1 MV assist
- 7 parking assistance calls
- 8 warnings for skateboarding on the sidewalk
- 9 warnings for riding a bike on the sidewalk
- 3 subpoena service
- 3 Criminal Mischief/graffiti complaints
- 1 medical aid call

Animal Control: For the month of April, there were a total of 80 animal calls. Of those, 32 were handled by the Animal Control Officer, and 23 were handled by Dispatch and 25 by Patrol Officers. The Animal Control Officer followed up on six of the calls handled by Patrol Officers. The following is a breakdown of the calls handled by the Animal Control Officer:

- 6 Found animals
- 3 Lost animals
- 5 Loose animals
- 4 Welfare checks
- 6 Wildlife
- 4 Animal bites
- 2 Barking complaints
- 1 Deceased cat (owner found)
- 1 Dog owner not picking up after her dog

During the month, ACO Ladisheff received 34 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. During the month of April, the K-9 Unit conducted a total of 20 hours of training.

During the month of April, Officer Keefe used K9 Grinko twice. Once was on April 14, 2012 during an alarm call at the former McIntosh College dorms and former Culinary Arts School. The other, later that morning, was a track after an arson case at the Bellamy Park athletic fields. No suspects were located either time.

Additionally, Officer Keefe attended a two week tactical training school in order to be available for use by the Strafford County Regional Tactical Operations Unit.

Communications Bureau: Eighteen citizen surveys were mailed out in April 2012. Eight surveys were returned. The respondents were asked to rate the officers and dispatchers in terms of attitude, helpfulness, skills and abilities. Specifically, ratings were as follows:

Dispatcher rating

Attitude and Helpfulness: 6 Excellent, 2 Good

Skills and Abilities: 6 Excellent, 2 Good

Officer ratings

Attitude and Helpfulness: 8 Excellent

Skills and Abilities: 8 Excellent

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

During the month, the Communications Bureau handled 9,386 radio transmissions, 8,130 phone calls, 337 emergency calls, 76 alarms, and 185 customers in the Police Department's lobby.

Recreation Programs: Summer registration for programs has begun.

All adult fitness classes (Zumba®, yoga, pilates and interval toning) are on-going. All are run in 6-week sessions.

All field scheduling for youth leagues was completed and facilitated getting outdoor practices and games going once the fields were ready.

Registrations are currently being taken for our On-Track program, which prepares participants for the Hershey Regional and State meets.

Senior Center Programs: The Dover Community Senior Center (DCSC) continues their recurring daily activities of Bingo, Bridge, Cribbage, Mahjongg, Scrabble, Pay Me, and Whist, and many more. Fitness Classes, Book Club Meetings, Craft groups, and Spanish classes all continued during April.

The in-house ukulele band, The Silver Strummers, continue to practice and have regularly scheduled free performances at many local assisted living facilities.

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

The Dover Community Senior Center was published in Foster's Daily Democrat on April 22nd. This article promoted two upcoming events: The first event being Wentworth-Douglass Dental Center Presentation on May 15th and the second event the Senior Centers collaboration with the 'Dover Cassily Community Garden' starting in May. In addition, Fosters advertised some upcoming trips being offered through the Center.

The members were finding surprise Easter eggs around the center the week of April 2nd. The Easter Bunny made a surprise visit to the Bingo group on Friday April 6th.

54 Seniors boarded a bus to Foxwoods Casino on April 11th.

The Dover Senior Center welcomed 17 new members during the month of April!

The center also renewed 32 memberships this month!

Attendance:

Mystery Lunches: 60

Senior Advisory Board Meeting: 9

Indoor / Outdoor Pool: The month of April brought an end to all Spring swim lessons and the beginning of the season for Seacoast Swimming. Lessons have been successful with 97% of all classes being full; more classes have been added to accommodate everyone that was interested. Pool attendance has been steady, lap swimming continues to be crowded on a daily basis and Rec swim has seen an increase in swimmers. The Jenny Thompson Pool will open in May for Seacoast Swimming and other area teams; the pool is nearly full of water and the new pool covers have been ordered; they should arrive in the next two weeks. The renovation at the Jenny Thompson Pool is nearly complete and a ribbon cutting will be held to coincide with the Jenny Thompson Swim Clinic on May 19th and 20th.

Attendance for the pool is as follows:

Adult Lap Swim: 75-100 swimmers daily

Great Bay Masters: 30 swimmers daily

Rec Swim: 20 swimmers daily

Rentals: 5 Pool Rentals

Ice Arena: April is the first month with only one rink open for ice skating. The busy youth and high school hockey seasons have ended. Youth and adult stick practices have stayed busy as did recreational public skating. The arena has added more recreational public skates over the weekend days.

With one ice surface for skating the arena is available for office events. April opened the month with the Dover Home Show, then the Flyball Dog Competition. The last Friday of the month the arena hosted the Dover Chamber of Commerce annual auction. 8 more off ice events are scheduled throughout the spring and summer months.

Public Library: Attendance at 20 special programs at the library (storytimes, movies, performers, tours/visits, contests) totaled 867 people.

Children made 150 crafts at the "Make-It, Take-It" table in the Children's Room.

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

Dover Public Library's Systems & Technology Librarian aided the school libraries on 7 occasions with DoverNet automation system tasks.

The Information Technology Office assisted the Facilities and Grounds Division and Police Department with investigating the video recordings of graffiti incidents at the McConnell Center and Transportation Center.

The Information Technology Director met with Dan Barufaldi DBIDA Director to discuss hosting the new DBIDA website on City servers and provide Dan and vendor Kent Creative specific access. Dan will determine the hostname and get it to the IT Director for DNS registration.

The Director of Planning and Community Development continued to work with the Economic Development Director to review the proposed infill development proposal and its revisions, as presented by River Valley Development. This included attending the City Council workshop reviewing the infill opportunities.

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
- Willand Pond
- Silver Street reconstruction request for proposals.
- Nelson Street reconstruction request for proposals.
- Centennial Drive
- Property at the intersection of Ham and Park Streets
- 99 Columbus Avenue
- Olive Meadow Lane

PLANNING & ZONING

Planning and Community Development staff worked in April with staff at COAST to review locations for bus stops and ways to improve transit frequency. The review focused on handicap accessibility and installation of bus shelters at stops. These shelters will allow users to be protected from the elements while waiting for the bus.

Planning staff continued to work encouraging participation in May's Bike/Walk to work week. The City has hosted a free breakfast to "green" commuters for the past two years and plans on promoting the event this year, as well.

Planning staff worked with Strafford Regional Planning Commission staff to complete an application for the designation of Route 108 from the Durham line to Portland Avenue as a scenic byway promoting the mills in Dover. This application will be forwarded to the New Hampshire Department of Transportation for review and inclusion in this Federal program. Additionally, staff worked with the Commission on a Coastal Grant to review fluvial erosion concerns along the Cochecho River. Dover staff will assist the Commission with in-kind matching efforts for a grant the Commission received. Planning staff worked to educate the Commission staff regarding Dover's Park and Ride facilities. This work included background, grants applied to fund the projects, user statistics and operations overviews.

Planning staff worked on the Community Trail, to assist in its completion. This work included working to develop bids for the construction of the connector under the Spaulding Turnpike and Whittier Falls Way. Work also included reviewing drainage and vandalism concerns along the Fisher Street to Folsom Street portion and reviewing sign needs along the whole length of the trail. Finally, staff updated trail maps online and in promotional material.

Planning staff worked with residents of the Atkinson, Belknap, Cushing and Lexington neighborhood as part of the traffic calming project contained within the CIP. This project is investigating options for traffic calming that will work best for the neighborhood. Jeffery Taylor and Associates has been retained to assist the neighborhood and staff in this project. The project is intended to be completed this summer.

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

Planning Board

- Continued a public hearing on renovating a former shoe factory/warehouse into 42 units of housing located at 1 Dover Street.
- A site walk was held April 3, 2012 for the Dover Street project.

Zoning Board

- Tabled a variance request for Salmon Falls Holdings for 46/48 Arch Street from Section 170-12 and 170-40 of the Zoning Ordinance. This will allow for the erection of a 3 unit dwelling, where single family are allowed by right.
- Granted a variance request for McQuade realty at 2 Sumner Drive from Section 170-12.A of the Zoning Ordinance. This allows a Commercial Recreation facility in the Rural Industrial District.

Conservation Commission

- A request for a NHDES Permit by Notification for John Gesek located at 127 Spur Road. This allows a the owner to conduct work adjacent to the Bellamy River in a tidal wetland to replace six existing creosote timber pilings on a fixed pier with new pressure treated pilings in the same locations.

Transportation Advisory Commission

- Endorsed a group of residents who wish to install walkability signs to improve pedestrian mobility in Dover. This pilot project will be done in conjunction with City staff.
- Approved a request to add a stop sign on Dover Street at Park Street.
- Approved a request to add two stop signs on Ham Street at Park Street.
- Approved a request to remove a one way restriction on the Woodman Park School access road.
- Approved a request to remove a prohibition of parking on Central Avenue, southbound, near Tuttle Square (Silver Street).

Energy Commission

- Held an organizational meeting, approving rules, identifying when meetings will occur and discussing the election of officers.

The Planning Board has undertaken a review of the final 5 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 Planning Board reviewed these on April 24th, and is continuing to support 4 of the 5 amendments.

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. The April topic is land use board orientation and sidewalks vs shoulders for roadways. The May topic will be issues facing Great Bay and the Capital Improvements Program.

The Director of Planning and Community Development was selected to moderate a session on using Arts and Culture in revitalizing a community as part of this year's New Hampshire Planner's Association annual conference in May. The session will be the closing session.

CITY GROUNDS – FACILITIES & PARKS

Facilities and Grounds employees conducted normal day-to-day maintenance, clean-up, and grounds maintenance of municipal buildings. 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. Renovations to the Jenny Thompson Pool continued and the pool was prepped for opening. Necessary repairs were made to equipment and piping; the pool was drained, cleaned and refilled.

Crews have already been mowing in some areas for the past couple weeks and recently started in the cemetery. The mowing of the ball fields and public turf areas has also commenced and will be moving on to the Shaw's Lane ball field soon. Picnic tables were put out in preparation for the warm weather. Spring cleanup of the public turf areas in the downtown has been ongoing. Crews are working on putting the new trash barrels out and moving the old ones to the parks.

The Facilities and Grounds employees assisted Public Works in preparing for the Dover Pride Clean-Up Day. In addition to helping out during the event, crews finished some areas that were left uncompleted and facilitated the cleanup. The Red's Shoe Barn also race took place this month.

Bulbs and photo eyes were replaced on the décor lights as needed. The traffic signals at Central Avenue and Broadway experienced issues that were tied to the box at the Central Fire Station. Repairs will be scheduled to get this resolved.

Sign work continued in the posting of signs for new developments and the replacement of existing signs and posts as needed. The tagging and defacement of signs has been an ongoing problem. Graffiti and vandalism continued to be an issue as well, particularly around the skateboard park, Community Trail and Park Street Park. The Community Trail kiosk and bridge were cleaned and painted at least once a week, sometimes more. Sharon Sirois, the Facilities & Grounds Supervisor, met with Captain Breault and Officer Murch from the Dover Police Department regarding the graffiti problem. It was decided Sirois would send e-mails and pictures to Officer Much and she will handle the reports.

Renovations to the City Hall Council Chambers continue. The platform is framed out and electrical and other cabling is being run underneath. The first phase of A/V work from the booth to the platform and back should be completed this week. The vendor will return for final termination of cabling after the meeting table/desk is installed. The meeting table and desk are expected in about a week. Once complete, the platform will have access panels for future work and maintenance.

Most of the video work is complete. Power has been fed to the new screens and projector, and is in the process of being installed in the platform and podium. The lighting and related work is expected to begin this week.

The podium, which will now be fitted to the platform, will have its own source of power.

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.

Public meetings have begun to discuss the plans for renovations to Henry Law Park and will continue the process in the coming months.

The Dog Park at Long Hill Park underwent a renovation of the large dog area with upgraded surfacing added.

GENERAL UPDATES

Fire Safety Festival DVDs and CDs were delivered by firefighters to all of the elementary school children in Dover grades Pre-school through 4th. This wraps up this year's Festival just in time to start planning for the next. We hear from many parents that these media gifts are used throughout the year in many homes and vehicles.

On April 26, 2012, Assistant Chief Eric Hagman retired from Dover Fire & Rescue after 25 years of dedicated service to the Citizens of Dover and the members of Dover Fire & Rescue. Eric leaves a legacy of dedication and respect and has set a fine example for all personnel and even the high school students who attend classes at the North End Station, of what it means to be a dedicated firefighter and officer in the fire service. We thank him for his service and will miss him greatly.

Deputy Chief Jim Ormond was promoted to the rank of Assistant Chief of Operations to replace Chief Hagman. Lt Jody Provencher has taken the Deputy Chief's spot and Engineer Mickey Drouin will take Lt Provencher's spot as a Lieutenant on B Shift.

The City of Dover provided ambulance coverage for the Town of Greenland during the funeral of Police Chief Maloney.

Johnson Controls, Inc. (JCI) has completed the first quarter energy report for the City. JCI completed energy upgrades and improvements to City buildings and facilities as part of a guaranteed energy savings contract with Dover. The City is on track to save \$319,463 in the first year of the contract with JCI which started in November through October, annually for a ten (10) year period. Fiscal year to date savings are \$186,516. The report can be viewed at www.dover.nh.gov, under "Current City Reports." The report is titled: *Johnson Control M&V Report 1st Quarter Report*.

CITY OUTREACH

The Library Director co-led a 1-hour bus tour of the City of Dover for the Granite State Ambassadors group.

The Library Director volunteered and pitched in at Dover Main Street's Annual Clean-Up Day.

The Public Library has 705 Facebook fans at facebook.com/DoverPLNH, 428 Twitter followers @DPLNH, 105 all-boards Pinterest followers plus 2,615 followers spread among 14 topical Pinterest boards, and 812 e-Newsletter subscribers.

Members of Dover Fire & Rescue were pleased to be able to assist once again with Dover Pride Clean-Up Day. This is a great opportunity to spend time out in the community assisting the Citizens of Dover.

During the month of April, four (4) Planning blog posts were drafted, one looking at the relationship between planning and home improvements, two reviewing the Director of Planning and Community Development's recent trip to the National Planning Conference. The final covered the March report to the Manager. The blog had over 400 page views in the month of April, which brings the total page views to over 10,400 for the blog.

The Director of Planning and Community Development filmed two promotional videos for Dover Download to air on Channel 22. The videos highlight the Dover2023 Community Visioning project, and upcoming Planning Board workshop topics.

The Director of Planning and Community Development and Assistant City Planner attended the thirteenth annual Dover Pride Clean Up Day, produced by Dover Main Street. The Director served as the City's liaison with Main Street and its volunteers, and the Assistant City Planner worked alongside residents in cleaning up areas of Henry Law Park.

The Department of Planning and Community Development held three community input sessions in April as part of its Dover 2023 Community Vision project. The three were neighborhood meetings at the three elementary schools (April 10, 12 and 16). These meetings further refined and prioritized the visions elements that had been expressed at the March meetings. The information will be refined further at the May 1 and May 5th communitywide meetings.

The Director of Planning and Community Development was a featured speaker at the Dover Chamber of Commerce's Government Affairs meeting. At this meeting the Director spoke about Dover 2023, and about planned transportation projects in Dover.

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

- NH Coffee on Sumner Drive
- Spruce Lane
- 544 Tolend Road
- 37 Dover Point Road
- 28 Dover Point Road
- Thornwood Commons project
- 6 Dover Point Road
- Temple Israel
- 44 Arch Street
- 1 Washington Street
- 23 Horne Street
- Various properties owned by Robbins Auto Parts Realty
- Properties at the intersection of Oak Street and Central Avenue.
- The Herbal Path

- Property on Dover Neck Road
- Property on lower Central Avenue
- Dover Community Garden
- Dover Fields project on Durham Road.

ACKNOWLEDGEMENTS & EVENTS

Friends of the Library funded \$300 for Poetry Contest prizes and \$650 for renewal of the New England Aquarium passes.

The Library received the following donations in April: \$1000 from the Woodman Park School 3rd graders as a result of their Read-A-Thon; \$200 from Ann Barbi in memory of Tony Brogan; \$380.48 from the Dover Lions Club for Large Print book purchases; and \$25 from Lillian Torres in memory of her husband.

Dover Fire & Rescue benefitted from the talents of McGuire Excavation and Landscaping, LLC who donated their time and materials to spring clean the Liberty North End Station landscaping with a good raking and a new layer of mulch.

PROFESSIONAL DEVELOPMENT

Information Technology Director Annie Dove attended Microsoft training, Course 10215A, server virtualization.

Sgt. Speidel attended the New Hampshire Traffic Safety Conference in Meredith on April 24. The conference is a program of the NH Highway Safety Agency and its partners. Workshop topics included the Drug Recognition Program, the Distracted and Impaired Driving simulator, New Hampshire's Roadway Infrastructure, Teen Highway Safety Initiatives, and Crash Scene Safety.

During the week of April 16th, all four (4) fire shifts participated in a Railway safety program sponsored by the Federal Railroad Administration. This four hour class is the lead up to an eight hour class Dover Fire is sponsoring along with Pam Am and Amtrak to be held in June at the Oak Street Railyard.

The Fire Department also participated in a graded exercise for the relicensing of Seabrook Station. This activation included members of the Fire & Rescue command staff, Dover Police department command staff and dispatchers. This EOC activation played off an earthquake that required Seabrook Station to shut down the reactor and the City of Dover was required to open its reception Center. This was simulated and the city received passing grades on all areas being tested.

NH Fire Service Training has secured a grant to provide training at no cost to departments. This specialized training in areas of technical rescue and advanced ICS classes will allow cities and towns to host classes at no expense. The City of Dover is hosting classes and also sending our employees to other communities to acquire this training. We have had 60 man hours of training paid by this grant this month and will be pursuing these grant-funded classes throughout the summer. The department currently has students signed up for classes in Hazardous Materials class, ICS classes, technical rescue classes, Swift Water and Rescue Systems I & II. This is a great opportunity for us to provide necessary education to firefighters at no cost to the city.

The Building Inspector, Tom Clark, attended a seminar on site plan accessibility requirements for the disabled.

Officer Keefe attended a two week tactical training school in order to be available for use by the Strafford County Regional Tactical Operations Unit.

In April, Planning and Community Development staff participated in one (1) seminar. The topic was developing leadership skills. The focus was on informing Baldrige based institutions on ways to review and improve systems.

The Director of Planning and Community Development attended the National Planning Conference, produced by the American Planning Association. This four day conference focused on rethinking planning initiatives and modernizing systems and techniques to communicate ideas to the public. The Director attended sessions on funding opportunities, using zoning maps to convey more than just zoning boundaries, climate change, innovative web page and tablet tools to communicate plans and planning to the public, and sessions on management strategies to bring efficiencies to plan review processes.

The Director of Planning and Community Development continued as one of the 35 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 of the seacoast region. In April, the group visited Concord as part of Government Day.

Capital Improvement Projects Update

Community Services Department

April 2012

STREET IMPROVEMENTS

- Current: The new paving is currently out to bid.
- Previous: Paving has been completed for the 2011 season.

APPLEVALE RECONSTRUCTION

- Current: The water main is being installed on Hawthorne and various sewer and water services are being replaced in the project.
- Previous: SUR has installed the sewer on Stark Avenue and Hawthorne Avenue and drainage work in the easements. Work has wrapped up in the roadway for the winter.

BERRY BROOK WATERSHED MANAGEMENT

- Current: Berry Brook restoration construction resumed in April. The gravel wetland which will treat runoff from a portion of Central Avenue between Wentworth Douglas Hospital and Glenwood Avenue as well as the Hannaford parking lot is nearly complete and will be put online in May. The runoff described above is a significant contribution of initial flow which forms Berry Brook and the gravel wetland will dramatically improve the water quality of Berry Brook. A planting of shrubs and trees was completed on April 28th with the assistance of volunteers from the watershed, local conservationists and UNH Stormwater Center staff. As the project construction nears completion a deed restriction will be added to the deed of the Lowell Ave city property which will insure the newly established brook and naturalized area will remain so in perpetuity. The property will not only continue to serve as a water system treatment facility, but will also be an asset to the neighborhood and community boasting a healthy Berry Brook and naturalized area with walking trail.
- Previous: Berry Brook restoration has stopped temporarily on the City's Lowell Ave water treatment plant property. When weather conditions improve the construction of a gravel wetland system will begin. The gravel wetland will treat runoff from a portion of Central Avenue between Wentworth Douglas Hospital and Glenwood Avenue as well as the Hannaford parking lot. The runoff described above is a significant contribution of initial flow which forms Berry Brook and the gravel wetland will dramatically improve the water quality of Berry Brook.

NORTH END PRESSURE

- Current: The water tank foundation was installed and the concrete side panels were poured last winter. Work on the tank has resumed. The contractor has completed the water main and services on Sixth Street. The internal and external water piping and pumps have been installed.
- Previous: The water tank foundation has been installed and the concrete side panels have been poured. Work on the tank has stopped for the winter. The pipe in the driveway from Long Hill Road to the tank has been installed. The water main contractor has installed the 12" water main and services on Long Hill Road. A change order has been processed to continue the water main down Long Hill Road and down Sixth Street to connect to the water main on Sixth Street. The booster pump station foundation has been poured at Lowell Avenue and the mason has finished

the building. The roof has been enclosed. No work has been done inside yet. All construction has stopped until March.

RE-ESTABLISHMENT OF WILLAND POND WELL

- Current: Emery and Garrett, the City's consultant, completed a pump test of the second well at Willand Pond at the end of March and is preparing a report for submission to NHDES to permit the new well. While snow fall last winter and rainfall so far this year is below normal, it not expected that pumping the approved well will be necessary to control the pond level this year. We will continue to monitor precipitation during the year and the Willand Pond water level throughout the coming months.

- Previous: Emery and Garrett, the City's consultant, began a pump test of the second well at Willand Pond at the end of March. The pump test is the next step required to get a second production well permitted as a public supply well. Once completed, the results of the test will be prepared into a report and submitted for review by NHDES.

Total Permits Issued: April 2012

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
11-356	WASHINGTON STREET MILL, L	2	WASHINGTON STREET	SUITE 102, RENO. FOR WAREHOUSE US	C	23	14	5000	75
12-064	CITY OF DOVER	271	MAST ROAD	CONST. A STORAGE FACILITY	C	H	58	40000	0
12-063	JEWETT	30	CROSBY ROAD	RENO. INT. SPACE FOR LIGHT INDUST.	I	G	31-3	10500	135
12-02	STACY	35	ASH STREET	CONST. A REAR SCREEN PORCH ADDITI	R	29	65	19000	215
12-034	6 BRICK ROAD LLC	6	BRICK ROAD	DEMO. A SFD	R	28	9DC	0	50
12-052	RICHARDSON	300	DOVER POINT ROAD	RENO./REMODEL THE KITCHEN	R	L	49C	8000	105
12-059	RIVER VALLEY DEV CORP	50	PICARD LANE	SINGLE FAMILY RESIDENCE W ATT GA	R	A	19-11	105000	1075
12-060	RIVER VALLEY DEV CORP	42	PICARD LANE	CONST. A SFD W/ATT. GARAGE	R	A	19-7	105000	1075
12-065	GRAYSTONE BUILDERS	26	NYE LANE	CONST. A SFD W/ATT. GARAGE	R	E	49-6	150000	1575
12-066	JAQUITH FAMILY TRUST	5	CHEYENNE STREET	RENO./REMODEL A FINISHED BASEMEN	R	A	14P	5000	75
12-067	CLANCY	113	SPUR ROAD	RENOV./REMODEL A BATHROOM	R	L	25	10000	125
12-074	CALIGIURE	10	MORIN STREET	RENOV./REMODEL A SFD	R	38	25J	20000	225
12-076	HAMILTON	57	TOFTREE LANE	RENO./REMODL THE KITCHEN	R	M	134	20000	225
12-085	BLAHUT	9	LANDING WAY	REAR PORCH ADDITION	R	L	95-1-	7000	95
12-086	DECKER	16	QUAIL DRIVE	REAR 1 STORY PORCH ADDITION	R	A	49-8	28000	305
12-090	HAPP	18	WINTER STREET	REPLACE BULKHEAD & SIDE DECK	R	24	36	2300	55
12-103	LANDER	1	CULLEN BAY ROAD	RENOV./REMODEL A BATHROOM	R	M	93A-4	23000	255

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
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Total Permits Issued: 17

Total Construction Value: \$557,800.00

Total Fees Collected: \$5,665.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	1	Change of Use	0
Commercial Renovations	1	Commercial	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	1
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	0	Industrial	0
Industrial	0	Renovations	5
Industrial Renovations	1	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	3	Single Family Dwellings	2
Renovations Dwelling Unit	10		
Demo. of a Dwelling Unit	1	Total	8

PLANNING BOARD APPROVED PROJECTS

NAME	STREET NAME	Total Units	Units Built*	Units left	DATE OF PER SIGNATURE	DATE OF PER APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**	
Code	H = Homes A = Apts. C = Condos													
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	Jefferson Dr	A	24	0	24		10/25/2011	Site	P11-42	28	9-C		H	2.64
Paolini	Appaloosa	C	11	11	0	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	71	264									15
Subdivisions:														
Tidewater Farm	Winterberry Dr	H	7	2	5	6/16/2011	4/26/2011	6/20/2011	P10-51	N	8	6/16/2016	H	2.59
Olive Meadow	Olive Meadow Ln	H	8	6	2	7/19/2011	3/23/2010	7/19/2011	P10-50	A	45-A2	7/19/2016	H	2.96
Labrador Woods	Labrador Dr	H	9	2	7	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	4	12	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	Pacific/Nye	H	15	13	2	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	14	58	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
Stern Subdivision	Lika Dr	H	3	0	3	3/23/2006	2/28/2006	3/23/2006	P05-71	E	45	3/23/2013	W	1.11
Emerald Woods III	Emerald Ln/Viridian Ln	H	37	0	37	1/31/2006	6/14/2005	2/1/2006	P05-10	F	15	1/31/2010	W	13.69
Narrows at Tidewater Farm	Wysteria Dr	H	5	4	1	12/16/2005	8/9/2005	12/21/2005	P05-38	N	8-3	12/16/2009	G	1.85
StoneCroft	Carriage Hill Ln	H	11	8	3	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	23	9	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Waldron Falls	Lennon/Cardinal	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	14	3	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	163	202									142
TOTAL APPROVED UNITS			700	283	466									157
Elderly:														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	25	23	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	24	39	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			111	49	62									
APPROVED + ELDERLY			811	283	528									157

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
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City of Dover

Bid Solicitation Report

For April 2012

5/1/2012

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	
Finance				Appraisal Services for Vacant Property located on Commercial Drive in Somersworth	
Q12-023	04/03/2012	04/23/2012			
Community Services				Sewer Pump Repair Service	
B12071	04/05/2012	05/01/2012			
Community Services				Retaining Wall Repairs 4th St	
Q12-024	04/10/2012	04/23/2012			
Community Services				Coheco St Pump Station Generator Replacement & New Grinder Vault Design Services	
B12073	04/12/2012	05/08/2012			

City of Dover

Bid Solicitation Report

For April 2012

5/1/2012

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	
Community Services				Cemetery Flowers	
Q12-027	04/17/2012	04/30/2012			
Community Services				Hot Bituminous Paving (Asphalt) Laid in Place	
B12050	04/17/2012	05/08/2012			
Community Services				GIS/CAMA Property Tax Cards On-Line	
Q12-025	04/17/2012	05/03/2012			
Community Services				Plastic Recycling Bins	
B12057	04/23/2012	05/30/2012			
Community Services				Catch Basin Cleaning Services	
B12067	04/23/2012	05/10/2012			

City of Dover
Bid Solicitation Report
For April 2012

5/1/2012

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		

Total for

Grand Total All Departments

PO Date	PO No.	Vendor Name	Amount	DAC
4/16/2012	201209738	GREATER DOVER CHAMBER OF COMMERCE	\$5,000.00	Recreation
4/10/2012	201209540	DELL MARKETING L.P.	\$5,147.70	Executive
4/10/2012	201209633	STATE OF NH-DOT	\$5,256.79	Fire and Rescue
4/3/2012	201209393	GLOBAL MONTELLO GROUP, LLC.	\$5,453.43	City Finance Office
4/10/2012	201209542	USI CONSULTING GROUP, INC.	\$5,500.00	City Finance Office
4/10/2012	201209632	MB BARK MULCH LLC	\$5,732.50	Community Services Department
4/10/2012	201209541	D.M. BURNS SECURITY, INC	\$6,525.00	Executive
4/24/2012	201209945	CCMSI	\$7,776.85	Executive
4/18/2012	201209887	PUBLIC SERVICE CO OF NH-CITY	\$8,223.09	City Finance Office
4/18/2012	201209882	BROX INDUSTRIES, INC.	\$8,483.66	Community Services Department
4/11/2012	201209648	STATE OF NH-DOT	\$8,759.64	Police
4/4/2012	201209440	FISHER AUTO PARTS 451 / FED. AUTO PARTS	\$8,855.32	Community Services Department
4/10/2012	201209539	CCMSI	\$10,001.79	Executive
4/11/2012	201209645	BAYRING COMMUNICATIONS	\$13,243.25	City Finance Office
4/18/2012	201209891	STATE OF NH-DOT	\$13,995.71	Community Services Department
4/10/2012	201209635	CLEAN WATER, INC.	\$15,024.44	Community Services Department
4/24/2012	201210097	TRI-STATE SEALCOATING & PAVING, INC.	\$15,060.00	Community Services Department
4/2/2012	201209307	PUBLIC SERVICE CO OF NH-CITY	\$15,157.76	City Finance Office
4/19/2012	201209916	T-STAR ENTERPRISES, INC.	\$15,790.00	Recreation
4/2/2012	201209302	CITY OF DOVER-WATER~SEWER DEPT.	\$16,178.90	Community Services Department
4/4/2012	201209430	SWEETSER FARMS, INC.	\$19,986.00	Community Services Department
4/19/2012	201209911	HOYLE, TANNER & ASSOC.	\$21,434.63	Community Services Department
4/17/2012	201209828	LILAC CITY LAWN CARE, LLC	\$25,573.21	Community Services Department
4/24/2012	201209946	DELL MARKETING L.P.	\$26,667.84	Executive
4/9/2012	201209469	PUBLIC SERVICE CO OF NH-CITY	\$28,944.93	City Finance Office
4/18/2012	201209889	RUBB BUILDING SYSTEMS	\$31,350.00	Community Services Department
4/24/2012	201210012	PUBLIC SERVICE CO OF NH-CITY	\$40,450.71	City Finance Office

City of Dover

Expenditures of Major Funds

April 30, 2012

(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	\$ 31,103	\$ 296,193	75.0%	\$ 96,579	\$ 34,772	\$ 61,807	15.7%
Executive	772,361	41,086	626,288	81.0	146,073	78,557	67,516	8.7
Finance	1,597,374	104,905	1,270,683	80.0	326,690	205,898	120,792	7.6
Planning	451,177	33,613	351,643	78.0	99,534	78,754	20,780	4.6
Misc General Government	891,585	(40,080)	367,646	41.0	523,938	92,780	431,159	48.4
Police	6,618,174	459,968	5,278,320	80.0	1,339,854	774,373	565,481	8.5
Fire & Rescue	6,394,117	439,128	5,398,969	84.0	995,148	697,841	297,307	4.6
Community Service Public Works	6,854,730	250,915	4,159,512	61.0	2,695,218	1,109,456	1,585,763	23.1
Recreation	2,207,820	117,903	1,599,321	72.0	608,499	117,369	491,130	22.2
Public Library	1,082,599	72,946	825,819	76.0	256,780	139,508	117,272	10.8
Human Services	716,708	66,902	683,247	95.0	33,461	32,780	682	0.1
Debt Service	9,904,177	-	4,482,148	45.0	5,422,030	5,928,521	(506,492)	(5.1)
Other Financing Sources/Uses	1,975,493	-	545,000	28.0	1,430,493	-	1,430,493	72.4
School	41,850,211	2,770,381	30,066,031	72.0	11,784,180	10,300,693	1,483,488	3.5
Intergovernmental	7,303,817	-	7,303,817	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 89,013,114	\$ 4,348,769	\$ 63,254,637	71.1%	\$ 25,758,477	\$ 19,591,300	\$ 6,167,177	6.9%
3213 Parking Activity Fund								
Police	\$ 578,445	\$ 24,571	\$ 405,304	70.0%	\$ 173,141	\$ 52,494	\$ 120,647	20.9%
Sub-total : 3213 Parking Activity Fund	\$ 578,445	\$ 24,571	\$ 405,304	70.1%	\$ 173,141	\$ 52,494	\$ 120,647	20.9%
3320 Residential Solid Waste								
Community Service Public Works	\$ 999,768	\$ 61,438	\$ 639,283	64.0%	\$ 360,485	\$ 280,957	\$ 79,528	8.0%
Sub-total : 3320 Residential Solid Waste	\$ 999,768	\$ 61,438	\$ 639,283	63.9%	\$ 360,485	\$ 280,957	\$ 79,528	8.0%
3381 McConnell Center								
Recreation	\$ 775,344	\$ 24,401	\$ 314,984	41.0%	\$ 460,360	\$ 349,429	\$ 110,931	14.3%
Sub-total : 3381 McConnell Center	\$ 775,344	\$ 24,401	\$ 314,984	40.6%	\$ 460,360	\$ 349,429	\$ 110,931	14.3%
5300 Water Fund								
Community Service Public Works	\$ 4,370,539	\$ 136,039	\$ 3,228,183	74.0%	\$ 1,142,356	\$ 472,817	\$ 669,539	15.3%
Sub-total : 5300 Water Fund	\$ 4,370,539	\$ 136,039	\$ 3,228,183	73.9%	\$ 1,142,356	\$ 472,817	\$ 669,539	15.3%
5320 Sewer Fund								
Community Service Public Works	\$ 6,210,816	\$ 182,698	\$ 4,474,945	72.0%	\$ 1,735,871	\$ 505,123	\$ 1,230,748	19.8%
Sub-total : 5320 Sewer Fund	\$ 6,210,816	\$ 182,698	\$ 4,474,945	72.1%	\$ 1,735,871	\$ 505,123	\$ 1,230,748	19.8%
Total : EXPENDITURES	\$ 101,948,026	\$ 4,777,915	\$ 72,317,336	70.9%	\$ 29,630,690	\$ 21,252,120	\$ 8,378,570	8.2%

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
April 30, 2012

	<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	50,636	1,163,488	88.3	154,227	0	154,227	11.7
Expenditures	993,367	60,287	736,745	74.2	256,622	45,019	211,603	21.3
Debt Service								
Principal	242,190	0	18,490	7.6	223,700	0	223,700	92.4
Interest	74,185	0	38,132	51.4	36,053	0	36,053	48.6
	7,973	(9,651)	370,121	4,642.2	(362,148)	(45,019)	(317,130)	(3,977.6)

City of Dover

Revenues of Major Funds

April 30, 2012

(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	\$ 315,286	\$ 33,521,513	52.0%	\$ 31,147,102	\$ -	\$ 31,147,102	(48.2)%
Licenses & Permits	4,149,130	379,842	3,470,533	84.0	678,597	-	678,597	16.4
Intergovernmental	2,077,863	96,060	2,089,088	101.0	(11,225)	-	(11,225)	(0.5)
Charges for Services	3,026,600	145,160	2,837,237	94.0	189,363	-	189,363	6.3
Miscellaneous Revenue	502,317	13,277	218,666	44.0	283,651	-	283,651	56.5
Education	12,754,376	2,653,448	11,201,786	88.0	1,552,590	(1,917)	1,554,507	12.2
Operating Transfers In	168,725	-	-	0.0	168,725	-	168,725	100.0
Sub-total : 1000 General Fund	\$ 87,347,626	\$ 3,603,073	\$ 53,338,824	61.0%	\$ 34,008,802	\$ (1,917)	\$ 34,010,720	38.9%
3213 Parking Activity Fund								
Parking Income	\$ 450,725	\$ 23,224	\$ 317,301	70.0%	\$ 133,424	\$ -	\$ 133,424	29.6%
Parking Fines	125,000	10,766	160,825	129.0	(35,825)	-	(35,825)	(28.7)
Sub-total : 3220 Residential Solid Waste	\$ 575,725	\$ 33,990	\$ 478,126	83.0%	\$ 97,599	\$ -	\$ 97,599	17.0%
3320 Residential Solid Waste								
Charges for Services	\$ 950,663	\$ 68,660	\$ 674,319	71.0%	\$ 276,344	\$ -	\$ 276,344	29.1%
Miscellaneous Revenue	0	7	869	0.0	(869)	-	(869)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 68,667	\$ 675,188	71.0%	\$ 275,475	\$ -	\$ 275,475	29.0%
3381 McConnell Center								
Miscellaneous Revenue	\$ 679,301	\$ 21,182	\$ 538,485	79.0%	\$ 140,816	\$ -	\$ 140,816	20.7%
Operating Transfers In	91,859	-	72,536	79.0	19,323	-	19,323	21.0
Sub-total : 3381 McConnell Center	\$ 771,160	\$ 21,182	\$ 611,021	79.0%	\$ 160,139	\$ -	\$ 160,139	20.8%
5300 Water Fund								
Charges for Services	\$ 4,315,199	\$ 612,888	\$ 3,272,049	76.0%	\$ 1,043,150	\$ -	\$ 1,043,150	24.2%
Miscellaneous Revenue	21,000	5,409	47,494	226.0	(26,494)	-	(26,494)	(126.2)
Sub-total : 5300 Water Fund	\$ 4,336,199	\$ 618,298	\$ 3,319,543	77.0%	\$ 1,016,656	\$ -	\$ 1,016,656	23.4%
5320 Sewer Fund								
Intergovernmental	\$ 46,742	\$ -	\$ 39,363	84.0%	\$ 7,379	\$ -	\$ 7,379	15.8%
Charges for Services	5,048,527	670,723	3,586,857	71.0	1,461,670	-	1,461,670	29.0
Miscellaneous Revenue	48,334	5,380	62,001	128.0	(13,667)	-	(13,667)	(28.3)
Other Financing Sources	1,013,139	-	-	0.0	1,013,139	-	1,013,139	100.0
Sub-total : 5320 Sewer Fund	\$ 6,156,742	\$ 676,103	\$ 3,688,221	60.0%	\$ 2,468,520	\$ -	\$ 2,468,520	40.1%
Total : REVENUES	\$ 100,138,115	\$ 5,021,313	\$ 62,110,923	62.0%	\$ 38,027,192	\$ (1,917)	\$ 38,029,109	38.0%



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 18, 2012**
Meeting Time:

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 Carrier, Councilor Cheney, Councilor Crago, Councilor Garrison, Councilor Hooper, Councilor Spuler, Councilor Weeden, and Councilor Weston.

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

5. 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.

6. RESOLUTION: FISCAL YEAR 2013 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM (SCHOOL PORTION TO BE REFERRED TO PUBLIC HEARING ON APRIL 25, 2012) (CITY PORTION (TO BE REFERRED TO PUBLIC HEARING ON MAY 23, 2012) SPONSORED BY MAYOR TREFETHEN BY REQUEST

Deputy Mayor Carrier moved to refer to the public hearings; seconded by Councilor Weeden. Mayor Trefethen said there will be other times for citizens to speak to the Council regarding the School Department's budget. He also recommended emails to the Council as an option for citizens to voice their opinions.

Vote: 9/0.

Councilor Cheney moved to suspend the rules to add the resolution honoring Detective Gregory Turner to the agenda; seconded by Councilor Weeden.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 18, 2012**
Meeting Time:

7. RESOLUTION: HONORING DETECTIVE GREGORY TURNER SPONSORED BY THE DOVER CITY COUNCIL

Councilor Cheney moved for its adoption; seconded by Councilor Weston.
Councilor Cheney read the resolution to the Council. She asked the Council if they wish to amend the resolution to co-sponsor this Resolution with her.
Deputy Mayor Carrier moved to amend the Resolution to show all nine Councilors as co-sponsors; seconded by Councilor Weston.
Vote: 9/0.
Mayor Trefethen asked for a vote on the amended resolution.
Vote: 9/0.

8. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn to the Workshop Session; seconded by Councilor Weston.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Media Access Center- McConnell Center
Meeting Date: **Wednesday, April 18, 2012**
Meeting Time: **To follow special meeting**

1. CALL TO ORDER

~~2. MOMENT OF SILENCE~~

~~3. PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Mayor Trefethen, Deputy Mayor Carrier, Councilor Cheney, Councilor Crago, Councilor Garrison, Councilor Hooper, Councilor Spuler, Councilor Weeden, and Councilor Weston.

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

5. BUDGET PRESENTATIONS

A. SCHOOL DEPARTMENT

Ms. Andrews Parker gave an introduction to the School Board's budget. She said the presentation contains what the School needs to preserve. She said the majority of the School Board approved the proposed School Department's budget.

Superintendent Briggs Badger gave a PowerPoint presentation regarding the School Department's proposed budget. She answered questions from the Council.

B. COMMUNITY SERVICES

Community Services Director Steele gave a PowerPoint presentation regarding Community Services Department's budget and Water/Sewer budget. He answered questions from the Council.

6. CITIZEN'S FORUM

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

Betsey Andrews Parker, School Board Secretary, 34 Gladiola Way: She spoke about the budget process for the School Department. She said the School Board voted 5/2 for the proposed budget. She spoke in favor of the proposed School Department's budget.

Darcy Sauers, 57 Hill Street: She spoke in favor of the School and asked the Council to maintain their budget as presented, but she didn't support overriding the tax cap. She said the City needed to find the money from somewhere else.

Jill Brooks, 60 Cushing Street: She spoke in favor of the School Department's budget and requested an override of the tax cap.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Media Access Center- McConnell Center
Meeting Date: **Wednesday, April 18, 2012**
Meeting Time: **To follow special meeting**

Mark Woolley, 24 Evergreen Valley Drive: He spoke in favor of the School Department's proposed budget. He asked the Council to support the School Department's budget.

Amanda Russell, School Board Vice-Chairperson, 20 Cranbrook Lane: She spoke about the budget process and asked for the Council's support. She said she didn't agree with all the cuts to the School Department's proposed budget. She said she also supported the City's budget, but felt items needed to be added back in. She asked that they don't pit groups against each other.

Suzanne Weete, 182 County Farm Road: She spoke in favor of the School Department's budget as proposed.

Danielle Holt, 45 Oak Street: She said she hoped more people will show up next week for the public hearing. She spoke in favor of the School Department's budget as proposed.

7. ADJOURNMENT

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

PowerPoint presentations have been archived with the Minutes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Carrier led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Trefethen, Deputy Mayor Carrier, Councilor Cheney, Councilor Crago, Councilor Garrison, Councilor Hooper, Councilor Spuler, Councilor Weeden, and Councilor Weston.

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

5. REVENUE DISCUSSION

City Manager Joyal gave a presentation regarding the revenue situation, fee schedule and personnel for the City.

6. 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.

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

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn to the Regular Session meeting; seconded by Councilor Weeden.

Vote: 9/0.

City Manager Joyal's handouts have been archived with the Minutes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

1. CALL TO ORDER

~~2. MOMENT OF SILENCE~~

~~3. PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Mayor Trefethen, Deputy Mayor Carrier, Councilor Cheney, Councilor Crago, Councilor Garrison, Councilor Hooper, Councilor Spuler, Councilor Weeden, and Councilor Weston.

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

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

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

Vote: 9/0.

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

Vote: 9/0.

Councilor Weeden moved to add an email to Correspondence; seconded by Councilor Cheney.

Vote: 9/0.

Deputy Mayor Carrier moved to approve the agenda as amended; seconded by Councilor Crago.

Vote: 9/0.

7. PUBLIC HEARINGS

A. NAMING OF BRUCE THORNER FIELD

SPONSORED BY DEPUTY MAYOR CARRIER

Mark Hyson, 3 Cobble Hill Drive & Michael Vining, 39 Cordeiro Drive: They spoke in favor of this resolution and asked for the Council's support.

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

B. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2013 CDBG ENTITLEMENT FUNDS

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: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

C. CHAPTER 5, BOARDS AND COMMISSIONS – SOLID WASTE ADVISORY COMMISSION

SPONSORED BY COUNCILOR GARRISON

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

D. CHAPTER 166, VEHICLES AND TRAFFIC: PIERCE STREET STOP SIGN

SPONSORED BY COUNCILOR WESTON AND COUNCILOR WEEDEN

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

E. RESOLUTION: FISCAL YEAR 2013 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – SCHOOL PORTION ONLY

Superintendent Jean Briggs Badger: She spoke in favor of the School Department's proposed budget.

Carolyn Mebert, 254 Dover Point Road: She spoke in favor of the School Department's proposed budget.

Louise Tower, 29 Boxwood Lane: She spoke in support of the School Department's proposed budget.

Michelle Holt-Shannon, 14 Florence Street: She spoke in support of the School Department's proposed budget and a tax cap override.

Debra Hackett, Dover's Teachers Union President: She asked the Council to waive the non-resident policy and allow her to speak.

Mayor Trefethen, seeing no objection from the Council, allowed Ms. Hackett to speak.

She spoke in support of the School Department's proposed budget.

Anne Ross, 104 Boxwood Lane: She spoke in support of the School Department's proposed budget and the entire City of Dover's budget.

Catherine Ford, 215 Long Hill Road: She spoke in support of the School Department's proposed budget. She said the tax cap doesn't make sense.

Ronald Huml, 199 Mast Road: He said he was a firm believer of the tax cap, which the Council has overridden the past two years. He said he is retired and can't afford it.

James Verschueren, 102 Sixth Street: He spoke in support of the School Department's proposed budget, and urged the Council to override the tax cap.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

Christy Thomas, 9 Ironwood Lane: She spoke in support of the School Department's proposed budget, and would support an override to the tax cap.

Michael Kozlowski, 13 Barry Street: He spoke in support of the School Department's proposed budget, even if it means a tax cap override.

Lesley Cruz, 4 Fieldstone Drive: She spoke in support of the School Department's proposed budget and an override to the tax cap.

Joshua Bean, 517 Sixth Street, Dover High School Senior: He said he is going to Harvard and spoke in support of the School Department's proposed budget to allow other students the same opportunity.

Mark Woolley, 24 Evergreen Valley Drive: He spoke in support of the School Department's proposed budget. He asked the Council if they were going to be proud that they adhered to the tax cap or proud that they supported the Dover School system.

Peter Wotton, 12 Apache Street: He spoke in support of the School Department's proposed budget.

Donald Medbery, 3 Covered Bridge Lane: He referred to the Joshua Bean's comments and said he received a good education from Dover Schools. He said he understood the Council's position and that they feel for the schools. He thanked the Council for serving and their time commitment.

Walter Faasen, 85 Boxwood Lane: He spoke in support of the School Department's proposed budget.

Ann Schultz, 10 Roberts Road: She said she was on a fixed income, but she supported the proposed School Department's budget.

Katherine Baker, 207 Henry Law Avenue, School Board Member: She spoke in favor of the School Department's proposed budget.

Danielle Holt, 45 Oak Street: She spoke in support of the School Department's budget as proposed, and would support a tax cap override.

Betsey Andrews Parker, 34 Gladiola Way, School Board Secretary: She asked the Council to keep an open mind during this process, because that's what good leaders do.

Amanda Russell, 20 Cranbrook Lane, School Board Vice Chairperson: She read quotes from emails she has received in support of the School Department's budget, and added that she felt the School Board was not being shortsighted.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

Christine Sieks, 7 Florence Street: She spoke in support of the proposed School Department's budget and a tax cap override.

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

8. CITIZEN'S FORUM

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

Donald Medbery, 3 Covered Bridge Lane: He spoke about attending a legislative meeting on Bill #221, regarding the Local Government Center (LGC). He said the Bill will protect the City in the future. He asked the City Manager when the Tolend Road reconstruction will start. He also asked why the sewer project on Tolend Road started in 2010, and what the costs for the project were.

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

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his reports in writing. He said there will be a public information meeting regarding the Tolend Landfill on May 3, 2012, 7:00 pm, at the Community Services building. He said tax bills will be mailed and will have a due date of June 4, 2012. He asked Mr. Medbery to put his request in an email regarding the Tolend Road project and he will respond.

Councilor Weston asked for the start date of the Tolend Road reconstruction project.

City Manager Joyal said the project will be put out to bid this summer, and the Council will be receiving a resolution to award the bid. He said the utility company has started work and the permitting process has been completed.

Councilor Weston referred to Page 13 of this report and the problems with graffiti, asked if the City had any suspects.

City Manager Joyal said they don't have any suspects, but the police are investigating the problem. He said citizens are urged to report incidents.

Councilor Garrison started a discussion regarding the Tolend Landfill project, and the other responsible parties.

City Manager Joyal explained the process, what needed to be completed, and the opportunity for the City to earn revenue if it is decided to use the City's wastewater treatment plant.

Councilor Cheney referred to the new section on Page 10, Finance Bid Notifications.

City Manager Joyal said the in-house staff have created a list of vendors in a constant contact service.

Councilor Cheney referred to Page 12, and asked what improvements the Planning Board has implemented.

Mayor Trefethen said the process hasn't changed.

City Manager Joyal said the Planning Department staff is looking at the process for the CDBG program to make it easier and in a more readable format.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

Deputy Mayor Carrier moved to accept the City Manager's Report, seconded by Councilor Weeden.

Vote: 9/0.

10. APPROVAL OF MINUTES

A. April 4, 2012

B. April 11, 2012

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor Weeden.

Vote: 9/0.

11. MAYOR'S REPORT

Mayor Trefethen said he attended the 70th anniversary for Ross Furniture. He attended the Local Government Center (LGC) workshop in Somersworth. He attended the opening day for Dover Baseball. He participated in the Children's Center event to celebrate public official's week. Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Crago.

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 5, BOARDS AND COMMISSIONS – SOLID WASTE ADVISORY COMMISSION

SPONSORED BY COUNCILOR GARRISON

Councilor Garrison moved for its adoption; seconded by Councilor Hooper.

Councilor Garrison gave an overview of the Ordinance change to the Council. He said he didn't know the process to eliminate two members. He said the 5 members will be all citizens, with an ex-officio Council member.

Councilor Weston asked for clarification on how the members will be appointed.

City Manager Joyal said there will be 5 citizen members, 2 alternate citizen members, and one Council ex-officio member.

Mayor Trefethen suggested that the Council table this ordinance.

City Manager Joyal said this request is from the Solid Waste Advisory Commission, and they know the issue with membership.

Deputy Mayor Carrier asked if the member moving to an alternate would have to go through the Appointments Committee.

City Manager Joyal said he would not, because he was already a member.

Roll Call Vote: 7/2; Passed. Mayor Trefethen and Council Weston were opposed.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

2. CHAPTER 166, VEHICLES AND TRAFFIC: PIERCE STREET STOP SIGN SPONSORED BY COUNCILOR WESTON AND COUNCILOR WEEDEN

Councilor Weston moved for its adoption; seconded by Councilor Weeden.
Councilor Weeden gave an overview of this Ordinance change to the Council.
Councilor Weston gave an overview of the Transportation Advisory Commission (TAC) recommendations.

Mayor Trefethen asked for a "Stop Ahead" sign for a few weeks to notify people of the change from a yield sign to a stop sign.

Roll Call Vote: 9/0.

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. NAMING OF BRUCE THORNER FIELD SPONSORED BY DEPUTY MAYOR CARRIER

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Weeden.

Deputy Mayor Carrier gave an overview of the resolution to the Council.

Vote: 9/0.

2. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2013 CDBG ENTITLEMENT FUNDS SPONSORED BY MAYOR TREFETHEN BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Garrison.

Planning and Community Development Director Parker answered questions on certain projects.

Roll Call Vote: 7/2; Passed. Councilors Cheney and Weeden were opposed.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – New Hampshire Soap Box Derby**
- 2. PARADE – Our Lady of the Rosary & Knights of Columbus**
- 3. PARADE/ROAD RACE – Triangle Club, Inc.**
- 4. RAFFLE – American Legion Dover Post 8**
- 5. RAFFLE – Jaden's Ladder**
- 6. RAFFLE – Mrs. New Hampshire America 2012**
- 7. RAFFLE – Seymour Osman Community Center**
- 8. TAG – Dover Baseball**



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
 Meeting Location: **Media Access Center, McConnell Center**
 Meeting Date: **Wednesday, April 25, 2012**
 Meeting Time: **To follow Workshop**

- 9. B12052 AWARD OF BID FOR CONSTRUCTION EQUIPMENT RENTAL**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 10. B12053 AWARD OF BID FOR SAND & GRAVEL PRODUCTS**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 11. B12058 AWARD OF BID SEWER DRAIN SUPPLIES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 12. B12059 AWARD OF BID WATER DRAIN SUPPLIES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 13. B12070 AWARD OF BID PRECAST CONCRETE STRUCTURES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 14. AUTHORIZATION TO ACCEPT HOUSEHOLD HAZARDOUS WASTE GRANT**
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 | |

Deputy Mayor Carrier moved to approve the Consent Calendar; seconded by Councilor Garrison.
 Mayor Trefethen asked the Council if they had items they wished to pull for further discussion.
 Councilor Hooper asked to pull the School Board Report.
 Councilor Garrison asked to pull the Legislative Liaison Report.
 Councilor Spuler asked to pull Item 13.A.1.
 Councilor Cheney asked to pull Items 13.A.9., 13.A.10., 13.A.11., 13.A.12., and 13.A.13.
 Mayor Trefethen asked for a roll call vote on the remaining items on the Consent Calendar.
 Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the approval of 13.A.1.; seconded by Councilor Spuler.
 Councilor Spuler wanted the citizens to know it will be held on June 10, 2012, 7:00 am to 4:00 pm
 on Industrial Park Road.
 Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

Deputy Mayor Carrier moved for the adoption of 13.A.9.; seconded by Councilor Cheney. Councilor Cheney asked why they are awarding this bid to various vendors. City Manager Joyal said this was a routine bid every year, and a number of vendors send in their rates. He said they try to use the lowest bid, but it may not be available when it is needed, and therefore they have various vendors available.
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.10.; seconded by Councilor Cheney. Councilor Cheney asked why the City isn't just awarding this bid to Brox, instead of various vendors. City Manager Joyal said they had vendors with equal or lower prices, and it may be a question of availability.
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.11.; seconded by Councilor Cheney. Councilor Cheney said she just had the same concern as the previous resolution, and with the answer she is going to support this resolution.
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.12.; seconded by Councilor Cheney. Councilor Cheney said she just had the same concern as the previous resolutions, and with the answer she is going to support this resolution.
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.13.; seconded by Councilor Cheney. Councilor Cheney said she just had the same concern as the previous resolution, and with the answer she is going to support this resolution.
Roll Call Vote: 9/0.

Councilor Hooper gave an overview of the School Board Report to the Council. She encouraged the Council and citizens to read the School Board Minutes.
Vote: 9/0.

Councilor Garrison gave an overview of the Legislative Liaison Report. Deputy Mayor Carrier moved to accept the Legislative Liaison Report; seconded by Councilor Garrison.
Vote: 9/0.

B. RESOLUTIONS – None

C. ORDINANCES IN 1ST READING – None



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Media Access Center, McConnell Center**
Meeting Date: **Wednesday, April 25, 2012**
Meeting Time: **To follow Workshop**

14. COUNCIL CORRESPONDENCE

A. Email from David Montenegro, 55 Union Street.

Councilor Weeden moved to accept the correspondence and place on file; seconded by Councilor Cheney.

Mayor Trefethen told Councilor Weeden that he needed to provide a copy of the correspondence to the City Clerk.

Councilor Weeden agreed.

Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Councilor Crago discussed and explained the questions raised by his April 20, 2012 Foster's Daily Democrat editorial.

Deputy Mayor Carrier reminded the Council and citizens that Saturday, April 28, 2012 is Dover Clean Up Day.

Councilor Spuler recognized Officer Keith of the K-9 unit for a job well done.

Councilor Weeden said the whole Council care about Dover and the education of the students.

Councilor Cheney asked for trajectory of growth in the General Fund and School budgets and how the salaries have increased.

Councilor Crago talked about fundraising programs currently happening at the School.

Mayor Trefethen reminded the public that comments on the budget can be emailed to the Council, and discussed at the two public hearings before the Council votes on the budget. He reminded the public that the public hearing on the City side of the budget will be held on May 23, 2012.

16. ADJOURNMENT

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

Vote: 9/0.



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: CENTRAL DOVER CHAMBER OF COMMERCE

Federal Tax ID number for Organization: 02-0127246

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

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

Address: 550 CENTRAL AVENUE, DOVER Email Address MICHAEL@DOVERNH.ORG

Purpose of Permit: PARTIAL CLOSURE OF SIXTH STREET FOR SEACOAST GOLFERS ASSOC. FARMERS MARKET

Date of Event: WEDS. 4/6 TO 10/10, 2012 Specific Time: 12:45pm TO 6:30pm

Location of Event: SIXTH STREET, BETWEEN CENTRAL AVE & CHESTNUT ST.

(Raffle Permit only)

Prize (s) To Be Awarded:

Amount of Donation: Date of Drawing: Specific Time:

Place of Drawing:

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

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

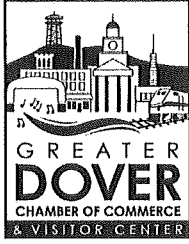
***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

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

Signature: [Handwritten Signature] Date: 4/12/12

Licensing Board approval [Signature] Date: 4/26/12 Revised 03/17/08

MES DC



Greater Dover Chamber of Commerce & Visitor Center

April 12, 2012

Dover City Council
288 Central Ave
Dover, NH 03820

Dear Dover City Council:

For the past two summers, the Seacoast Growers' Association (SGA) has worked in conjunction with the Chamber to host their Dover Farmers Market in the Chamber Parking Lot at 550 Central Avenue on Wednesday afternoons throughout the summer.

The SGA Dover Farmers Market has flourished since relocating to Central Avenue. Dover SGA Organizer, Celeste Gringas, has already booked local farms for the 15 vendor locations within the Chamber Parking Lot for the 2012 season. She has a wait list of another five to ten vendors who are interested in getting space at the market in Dover.

In an effort to accommodate the additional vendors, the Chamber is requesting that the City allow the closure of Sixth Street between Central Avenue and Chestnut Street from 12:30pm to 6:30pm on Farmers Market Wednesday (June 6, 2012 through October 10, 2012). This would allow the SGA to accommodate additional vendors to setup on Sixth Street.

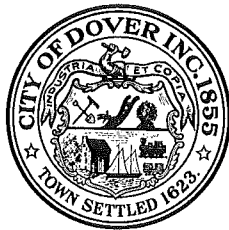
This road closure request has been discussed with Dover Police Sergeant Marn Spiedel. He believes it would be acceptable under the following conditions:

- The Chamber or SGA provide 12 to 15 road cones (24" or higher with reflective collar) to accommodate road closure.
- The Chamber or SGA put up a "No Left Turn" and a "Keep Right" barricade (provided by the City) on each end of Sixth Street closure.
- The Chamber or SGA set up "no parking" signs on Sixth Street on the morning of the Market so no parked cars are present when road closure occurs.
- The Chamber will not request restricted parking time ("30 Minute Parking") aside from the four parking spaces directly adjacent to the Chamber Parking Lot on Central Avenue.

The Chamber and SGA appreciate your consideration of this road closure request. We hope this accommodation will help the SGA Dover Farmers Market continue to grow and provide a great service to the residents and visitors of the City. Please feel free to contact me with any questions you may have regarding this permit request.

Sincerely,

Molly Hodgson Smith
Executive Director



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: 02-0127246

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

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

Address: 550 CENTRAL AVENUE Email Address MEICHAEL@DOVERNH.ORG

Purpose of Permit: CLOSURE OF HENRY LAW AVENUE FROM WASHINGTON STREET TO GEORGE STREET

Date of Event: WED, JULY 4TH Specific Time: 12:00pm TO 9:30pm

Location of Event: HENRY LAW PARK

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

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

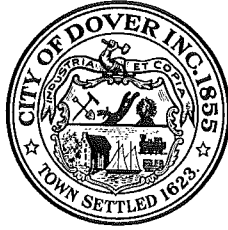
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I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: _____ Date: 4/16/12

Licensing Board approval _____ Date: 4/26/12

Revised 03/17/08

PD - OK



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: 02-0187246

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

Contact Person: MICHAEL MENERS Day Time Telephone: (603) 742-2218

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

Purpose of Permit: CLOSURE OF 6 PARKING SPACES ON HENRY LAW AVENUE FOR COCHECHO ARTS FESTIVAL PERFORMERS.

Date of Event: JULY 6TH, 13TH, 20TH, 27TH Specific Time: 2:00pm TO 9:30pm
AUGUST 3RD, 10TH

Location of Event: HENRY LAW PARK

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

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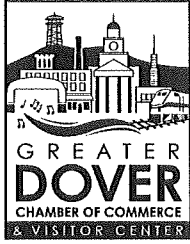
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Signature: [Signature] Date: 4/16/12

Licensing Board approval [Signature] Date: 4/26/12
Revised 03/17/08

PD - ok



Greater Dover Chamber of Commerce & Visitor Center

April 16, 2012

Dover City Council
288 Central Avenue
Dover, NH 03820

Dear Dover City Council:

The 2012 Cochecho Arts Festival opens on Wednesday, July 4th and runs through Wednesday, August 15th. As in past years, the Festival includes a 4th of July Celebration, the Friday Night Headliner Series, the Tuesday Children's Series, Wednesday Farmers Market Acoustic Series and Shark in the Park Concert Series.

This year, the Festival Committee requests your permission to close off the parking spaces and vehicular traffic on Henry Law Avenue from Washington Street to George Street on Wednesday, July 4th from Noon to 9:30 pm for the purpose of maintaining pedestrian safety and to make space available to vendors.

This road closure has been discussed with Police Sergeant Marn Spiedel and Fire Chief Driscoll. Their only concern was access to Central Towers in case of emergency. Both agreed that during the road closure, access to the building could be gained via Central Avenue and an access point on George Street.

The Festival Committee also requests that on Fridays between July 6th and August 10th, 6 parking spaces are blocked off on Henry Law Avenue between the hours of 2:00 pm and 9:00 pm so that our entertainers have space to move equipment in and out. The spaces directly in front of the paved entrance closest to the stage would be ideal.

Additionally, we also request that you grant an exemption from Chapter 133-6 of the City Code by granting the 'street fair exemption' as provided in Chapter 133-7.

Please contact me with any questions at (603) 742-2218. Thank you for your time and consideration.

Sincerely,

Molly Hodgson Smith
Executive Director



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Dover Area Religious Leaders' Association
Federal Tax ID number for Organization: 13 4080201 (Church World Service)
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Maren Tirabassi Day Time Telephone: (603) 436-9352
Union Church of Madbury
Address: 20 Town Hall Road Madbury, NH Email Address: mctirabassi@hotmail.com

Purpose of Permit: CROP Hunger Walk - sponsored by churches and synagogue to raise money for local, national + international concerns
Date of Event: October 21, 2012 Specific Time: 1:30 pm following

Location of Event: route is attached (repeat of last year)

(Raffle Permit only)
Prize (s) To Be Awarded:
Amount of Donation: Date of Drawing: Specific Time:
Place of Drawing:

* NOTICE TO RAFFLE AND TAG PERMIT APPLICANTS: Please be advised the City will verify that your organization is in compliance with the regulations of N.H. Charitable Trusts Unit of the Attorney General's Office prior to the acceptance of your application. The police department may contact you to obtain additional information. Please provide a way for us to contact you during the day so the request can expedited Information on these requirements may be found at http://doj.nh.gov/publications/charitable_forms.html.
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I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: Maren Tirabassi Date: 4/25/12

Licensing Board approval [Signature] Date: 5/1/12
Revised 03/17/08

Traffic Bureau OK (MSS)
All set with Charitable Trusts (DC)

Route for Greater Dover CROP Hunger Walk
(same route as approved last year)

October 21, 2012

Registration 1:00 to 1:30

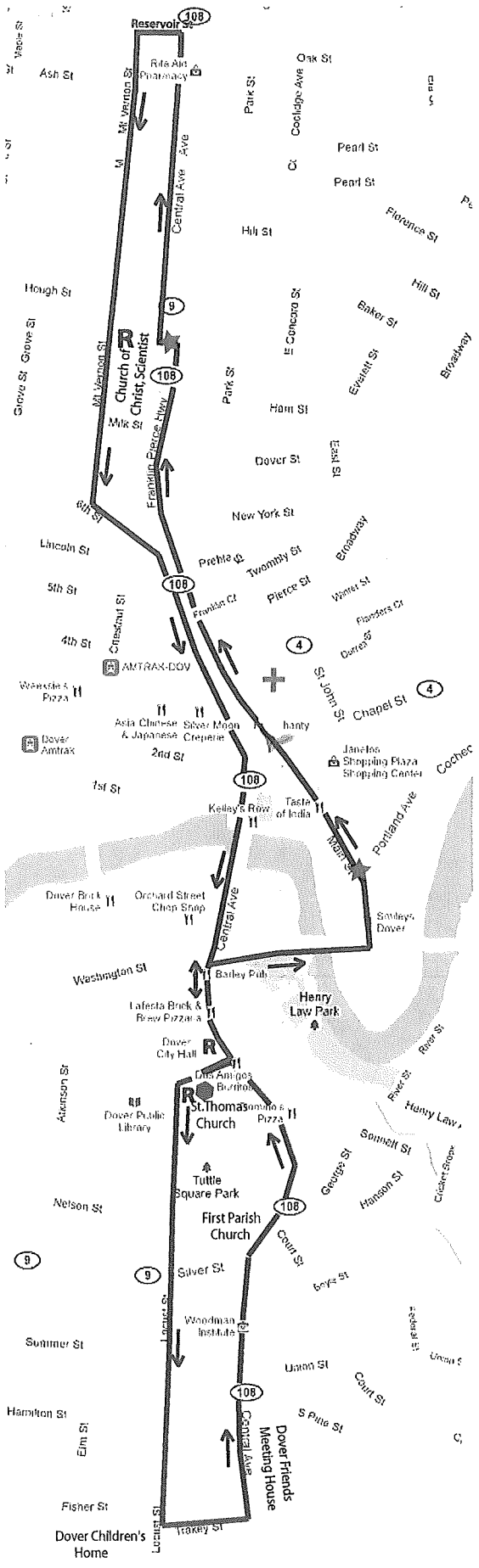
Groups walking on sidewalk and obeying all traffic signals 1:45 – 4:00

Congratulations and Food 2:45 – 4:15

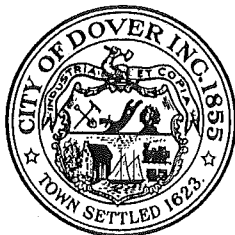
Begin in front of St. Thomas Episcopal Church or Church of the Annunciation Greek Orthodox /Dover Public Library -- heading south on Locust
travel 0.4 mi and turn left onto Trakey Road
travel 0.1 mi and turn left onto Central Ave -- travel past Dover Friends Meeting, St. Joseph's and First Parish
travel 0.6 mi and turn right onto Washington Street -- in front of the Rotary Pavilion
travel 0.2 mi and turn left onto Main Street, which merges with Central Avenue once again at the top of the hill
travel 0.8 mi and turn left in front of Rite Aid Store, onto Reservoir St.
travel 0.2 mi and turn left onto Mt. Vernon
travel 0.4 mi and turn left onto Sixth St.
travel 0.1 mi and turn right onto Central Ave
travel 0.5 mi and turn right (right in front of City Hall) onto Hale Street
travel 0.1 mi and stop at the intersection of Hale and Locust

Bathroom / water / snacks at Dover Friends and Christian Science Church .
Total mileage is 3.3 miles.

Maren C. Tirabassi (Pastor Union Congregational of Madbury)
(603) 436-9352
mctirabassi@hotmail.com



- KEY:**
- = START & FINISH ALL LOOPS
 - | = 1 MILE LOOP
 - | | = 2 MILE LOOP
 - | + | = 3 MILE LOOP
 - ★ = "CROSSING GUARDS"
 - R = REST STOPS
 - ⊕ = EMERGENCY HELP: CENTRAL FIRE STATION



CITY OF DOVER
12 APR 30 AM 9:30

APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Dover Police Association
Federal Tax ID number for Organization: 22-2507403
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Tim Burt Day Time Telephone: 603-337-5536

Address: 46 Locust Street, Dover NH Email Address t.burt@dover.nh.gov

Purpose of Permit: Raffles

Date of Event: 5/11/12 Specific Time: 5:00pm - 10:00pm

Location of Event: The Rivermill, Dover NH

(Raffle Permit only)
Prize (s) To Be Awarded: Donated prizes to be determined

Amount of Donation: \$1 per ticket Date of Drawing: 5/11/12 Specific Time: 9:00pm

Place of Drawing: The Rivermill, Dover NH

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

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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: 4-27-12

Licensing Board approval [Signature] Date: 4/27/12
Revised 03/17/08



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.6.

Bid Number: **R -2012.05.09 – 60**
Bid Description: Water Meters and Automatic Meter Reading System

WHEREAS: In 1995 an award of bid B95052 was issued for water meters and an automatic meter reading system to Badger Meter; and

WHEREAS: Periodic updates are required and include equipment and software or hardware updates. The city received a quote for a laptop upgrade and Trimble Ranger receiver for handheld unit along with training in the amount of \$12,100.00.

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

Per 3-24.B. The competitive Bid Procedure may be waived by a majority Vote of the City Council. The Purchasing Agent is hereby authorized to issue a Purchase Order to Badger Meter in the amount of \$12,100.00. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4745.00000.90	Water- Computer Equipment	3,137.69	3,137.69
5300.1.300.43320.4745.00000.91	Water- Computer Equipment	2,400.00	2,400.00
5300.1.300.43320.4745.00000.99	Water- Computer Equipment	3,100.39	3,100.39
5300.1.300.43320.4433.00000.00	Water- Maint Equipment	32,830.00	7,947.79

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.6.

Bid Number: **R -2012.05.09 – 60**
Bid Description: Water Meters and Automatic Meter Reading System

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
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.6.

Bid Number: **R -2012.05.09 – 60**
Bid Description: Water Meters and Automatic Meter Reading System

BACKGROUND MATERIAL:

Quote includes:

- Upgrade of Route Management Activation Laptop to 25,000 US Censuses Bureau mapping software DP viewer
- Trimble Ranger CE Receiver for handheld unit
- Onsite two hour training

Purchasing Information:

Type:	Purchase order	Advertised:	no
Invitations Mailed:	None	Number of Responses:	na
Warranty:	na	Terms:	Net 30,
Work Bonded:	No	Contract:	No
Prices will hold for:	Until complete	Estimated Delivery:	asap
Recommended Award to:	Badger Meter	Fund:	Water
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for City Manager Approval:	Waive bidding procedure



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.7.

Bid Number: **R -2012.05.09 – 61**
Bid Description: Senior Center Trip to Quebec City

WHEREAS: The Senior Center travel supervisor obtained pricing information for a trip to Quebec City scheduled for May 6-9 2012; and

WHEREAS: Revenue has been collected and deposited into the special revenue account and the Senior Center and Recreation Department is requesting payment to Fox Tours of Millbury, MA for this trip in the amount of \$17,661.45

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

Per 3-24.B. The competitive Bid Procedure may be waived by a majority Vote of the City Council. The Purchasing Agent is hereby authorized to issue a Purchase Order to Fox Tours for Travel Services in the amount of \$17,661.45 and corresponding rates provided. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	BalanceFY12
3410.1.350.45126.4443.00000	McConnell Senior Programs	\$170,000.00	\$105,513.00

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.7.

Bid Number: **R -2012.05.09 – 61**
Bid Description: Senior Center Trip to Quebec City

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
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.7.

Bid Number: **R -2012.05.09 – 61**
Bid Description: Senior Center Trip to Quebec City

BACKGROUND MATERIAL:

The Senior Center travel supervisor obtained pricing information for a trip for May 6-9, 2012. Revenue has been collected and deposited into special revenue account and the Senior Center Travel Supervisor and the Recreation Department is requesting payment to Fox Tours in the amount of \$17,661.45.

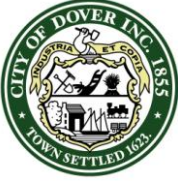
The Dover Senior Center has many trips that are run annually and have a consistent group of travelers and a set of travel and accommodation expectations that we strive to meet.

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

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

Purchasing Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2012.05.09 – 62**
Resolution Re: **Close Out the School District Media Access Center Joint Building Committee**

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

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

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

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

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

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

AUTHORIZATION

Sponsored by: Mayor 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 – 2012.05.09 – 62**
Resolution Re: **Close Out the School District Media Access Center Joint Building Committee**

DOCUMENT HISTORY:

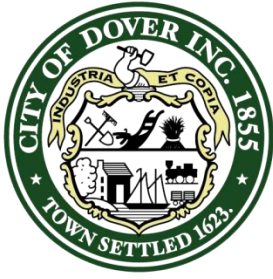
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor 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:

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



Final report of the

Joint Building Committee,

School District Media Access Center

June 27, 2011

Joint Building Committee members:

Parks L. Christenbury, III, Chair

Dean Trefethen, City Council

Audra Lurvey, School Board

Sarah Fisher Fuller

Aviva Grasso

Kirt Schuman

FINAL REPORT RELATING TO MEDIA ACCESS CENTER

CONSTRUCTION AND RELATED FINANCIAL MATTERS

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

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

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

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

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

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

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

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

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

The funds expended break down as follows:

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

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

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

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

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

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

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

Respectfully submitted,

Parks L. Christenbury, III

Chair, School District Media Access Center Joint Building Committee



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2012.05.09 – 63**
Resolution Re: Operating Rules for Energy Commission

DOCUMENT HISTORY:

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

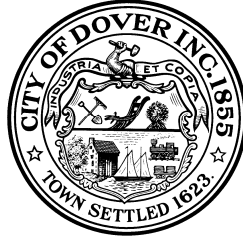
DOCUMENT ACTIONS:

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:

See attached Operating Rules for:

Energy Commission



ENERGY COMMISSION OPERATING RULES

Article I. Name

The name of the board is the Energy Commission.

Article II. Authority and Duties

- A. The Energy Commission shall have the powers and duties established by state law pursuant to RSA 38-D.
- B. The Energy Commission shall advise other boards and committees pertaining to energy plans and sustainable practices such as energy conservation, energy efficiency, energy generation, and zoning practices. In addition, the committee shall assist in reviewing sustainability frameworks such as "The Natural Step" and others and advise on how the frameworks may be incorporated whenever possible into planning, policymaking, and municipal practices, and assist in creating recommendations for the City to strive to be a model EcoMunicipality.

Article III. Membership

- A. **Membership.** There shall be seven (7) members on the board and two (2) alternates. Members shall be appointed to terms of three (3) years.
- B. **Attendance, Vacancies and Removal.** All appointments to the board shall serve for the terms appointed and until a successor shall have been appointed and qualified, unless any board member has unexcused absences for four (4) consecutive meetings or four (4) regular meetings in a calendar year, whereby a vacancy shall be created in the position, and said vacancy shall be filled by the appointing authority. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing authority unless otherwise provided in state statute. Conditions for removal of any board member shall be defined by statute, ordinance or the Charter.

Article IV. Officers and Staffing

- A. **Officers.** The officers consist of a Chair and Vice Chair who shall be selected by the membership and who shall serve at the pleasure of the membership for one-year terms. Officers may be re-elected.
- B. **Duties of the Chair.** The Chair shall have general supervisory and directional powers over the board. The Chair shall preside at all board meetings and set the board's agenda. The Chair shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the board, unless this responsibility is delegated in writing.
- C. **Vice Chair.** The Vice Chair shall execute all powers of the Chair in the absence of the Chair.

- D. **Staff.** The City of Dover may provide staff support to the board for meeting notification, typing, copying, and information gathering to the extent permitted by the city budget. All staff shall remain under the direction of the employer.

Article V. Procedures

- A. **Meetings.** The board shall hold regular meetings as necessary at a time and place designated by the Chair. The business of the public shall be conducted in public session unless otherwise permitted by state law. All meetings of the board and subcommittees shall be posted to comply with state law. State law requires all meetings to be posted in two (2) places with a minimum of twenty-four (24) hours notice.
- B. **Quorum.** Fifty-one percent (51%) of the voting membership of the board shall constitute a quorum.
- C. **Parliamentary Authority.** The parliamentary authority for the board is *Robert's Rules of Order Revised, 11th ed*, except as provided by these rules or local, state or federal law.
- D. **Minutes.** Minutes shall be kept for all meetings of the board. The minutes shall include the names of the members in attendance, all actions, motions and resolutions coming before the public body including the votes of the members, and a summary of all discussions. Draft minutes shall be provided to the City Clerk within five (5) business days of each meeting for posting on the city website in draft form. Draft minutes shall be clearly marked "DRAFT". Draft minutes with or without revisions shall be approved by the board at the next meeting of the board, or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the city website.
- E. **Recording of Meetings.** The board shall arrange for video or audio recording at all meetings. All recordings shall be provided to the City Clerk within five (5) business days of the meeting.
- F. **E-mail accounts.** Board members may obtain a City of Dover e-mail address to facilitate communications regarding meetings, agendas and the dissemination of information. Board members shall refrain from using e-mail to discuss issues with other members where the e-mail discussion directly or indirectly involves a quorum of the board. In addition, board members shall refrain from conducting the official business of the board outside the view of the public and the press unless permitted by state law.
- G. **Nonpublic meetings.** The board may conduct nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by General Legal Counsel for nonpublic meetings.
- H. **Amendment of Rules.** These rules may be repealed or amended by a vote of the Dover City Council based upon the recommendation of the board.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2012.05.09 – 58**
Resolution Re: **B12049 Award of Bid Silver St. Reconstruction Consulting Services**

WHEREAS: Sealed bids # B12049 were requested and received for a Silver St. Reconstruction Consulting Services on March 15, 2012 at 2:00 PM EST.; and

WHEREAS: A pre-bid meeting was held on February 23, 2012 with 23 vendors attending. Eight proposals were received and evaluated. A short list of the three top candidates was issued and their cost proposals opened. Interviews of the two lowest bidders were conducted on April 22, 2012. It is the recommendation of the evaluating committee to award to the low bid from Underwood Engineers of Portsmouth NH in the amount of \$288,200.

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

The purchasing agent is hereby authorized to issue Purchase Orders to Underwood Engineers of Portsmouth NH, given the rates provided March 15, 2012 in conjunction with B12049. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4013.1.300.43121.4715.03175.12.	Silver St Reconstruction	400,000.00	400,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2012.05.09 – 58**
Resolution Re: **B12049 Award of Bid Silver St. Reconstruction Consulting Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
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.B.3.

Resolution Number: **R - 2012.05.09 – 58**
Resolution Re: **B12049 Award of Bid Silver St. Reconstruction Consulting Services**

RESOLUTION BACKGROUND MATERIAL:

The City requested proposals via sealed Bid B12049 for consulting services for the reconstruction of approximately 4,000 feet of Silver Street from Central Avenue to Exit 8. The Consultant will provide engineering services for the design, specifications, and bid clarifications for this project. The project entails roadway reconstruction, including curbs and sidewalks, water main replacement, drainage improvements, camera inspection of existing sewers and drains and intersection/signal improvements. Streetscape, lighting, and traffic calming will also be investigated. The consultant will work with the NHDOT and Division of Turnpikes for improvements and possibly realignment of the Exit 8 ramps.

The consultant will provide surveying, design concepts, preliminary plans, final plans, specifications and estimating services for roadway reconstruction and utility improvements involving curbing, sidewalks, roadway, water main replacement, drainage, guardrail, landscaping, intersection/signal and any retaining wall improvements.

Award Information:

Purchase Orders will be issued to Underwood Engineers as listed on Bid #B12049 to authorize expenditure.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	154	Number of Responses:	8
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	no
Prices will hold for:	Until complete	Estimated Delivery:	As needed
Recommended Award to:	Underwood Engineers	Fund:	
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List:

<https://online.ci.dover.nh.us/energie/financeRequests.php>



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2012.05.09 – 58**
Resolution Re: **B12049 Award of Bid Silver St. Reconstruction Consulting Services**

Results

Vendor	Cost	Addendum 1 Recvd
T.R. Selling Engineering, P.C. 35 Academy Street Laconia, NH 03246		Yes
Jones & Beach Eng. Inc 85 Portsmouth Ave PO Box 219 Stratham, NH 03885		Yes
CMA Engineers Inc 35 Bow Street Portsmouth NH 03801-3819		Yes
Underwood Engineers 25 Vaughan Mall Portsmouth, NH 03801	\$288,200.00	Yes
Gorrill-Palmer Consulting Eng 15 Shaker Rd Gray ME 04039		Yes
CHA 11 King St Keene NH 03431	\$327,646.40	Yes
Louis Berger 100 Commercial St Manchester NH 03101		Yes
Sebago Technics 1 Chabot St Westbrook ME 04098	\$294,778.00	Yes



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2012.05.09 – 59**

Resolution Re: **B12068 Award of Bid Rubber Wheeled Excavator**

WHEREAS: Sealed bids # B12068 were requested and received for a Rubber Wheeled Excavator on April 10, 2012 at 2:00 PM EST.; and

WHEREAS: This bid requested pricing for a new rubber wheeled excavator along with discounts for trade in of a 1989 John Deere 495D with 7135 hours. Two offers and one late bid was received and evaluated. Equipment offered was tested and the low bid meeting specifications was received from Chadwick Baross of Concord for a Volvo EW160D for the lump sum of \$199,200 less trade in allowance of \$8,000 for a net cost of \$191,200.

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

The purchasing agent is hereby authorized to issue Purchase Orders to Chadwick Baross of Concord NH, given the rates provided 4/10/2012 in conjunction with B12068. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4012.1.300.43121.4757.03110.12	PW Heavy equipment	200,000.00	200,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2012.05.09 – 59**

Resolution Re: **B12068 Award of Bid Rubber Wheeled Excavator**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
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.B.4.

Resolution Number: **R - 2012.05.09 – 59**

Resolution Re: **B12068 Award of Bid Rubber Wheeled Excavator**

RESOLUTION BACKGROUND MATERIAL:

Sealed bids # B12068 were requested and received for a Rubber Wheeled Excavator on April 10, 2012 at 2:00 PM EST. This bid requested pricing for a new rubber wheeled excavator along with discounts for trade in of a 1989 John Deere 495D with 7135 hours. Two offers and one late bid was received and evaluated. Equipment offered was tested and the low bid meeting specifications was received from Chadwick Baross of Concord for a Volvo EW160D for the lump sum of \$199,200 less trade in allowance of \$8,000 for a net cost of \$191,200.

Award Information:

Purchase Orders will be issued to Chadwick Baross as listed on Bid #B12068 to authorize expenditure.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	98	Number of Responses:	2 and 1 late
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	no
Prices will hold for:	1 yr	Estimated Delivery:	As needed
Recommended Award to:	Chadwick Baross	Fund:	FY12 CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List:

<https://online.ci.dover.nh.us/energie/financeRequests.php>

Results

	Nortrax Inc Pembroke NH	Chadwick Baross Concord NH	Milton Cat Hopkinton NH
LUMP SUM PRICE \$	\$208,900.00	\$199,200.00	Late bid cannot accept.
Trade in Allowance \$	\$12,500.00	\$8,000.00	
Net cost	\$196,400.00	\$191,200.00	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2012.05.09 – 64**
Resolution Re: **Approval of Scenic Byway Application**

WHEREAS: The Strafford Regional Planning Commission seeks to designate a portion of the Route 108 corridor from Newmarket to Rollinsford as a scenic byway; and

WHEREAS: The portion of the scenic byway through the City of Dover will be a part of a state and federal program to promote cultural, recreational and historic attributes of the State of New Hampshire; and

WHEREAS: The designation of the byway through Dover will provide eligibility for Federal Highway Administration Scenic Byway funds. These funds may fund signage, transportation improvements, such as scenic overlooks, interpretive markers, and marketing material.

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

The Mayor is authorized to sign a letter on behalf of the City of Dover from the Dover City Council supporting the designation of a scenic highway through the City of Dover as part of the application of the Strafford Regional Planning Commission for the establishment of a scenic highway in Strafford County.

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Dean Trefethen By request
Approved for Legal Compliance:	Allan B. Krans, Sr. General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		

DOCUMENT HISTORY:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2012.05.09 – 64**
Resolution Re: **Approval of Scenic Byway Application**

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.		

BACKGROUND:

In early 2009 the Strafford Regional Planning Commission began the process of designating a portion of the Route 108 corridor from Newmarket to Dover, and then follow the Route 4 corridor into Rollinsford as a scenic byway. The Commission has drafted a scenic byway plan (see attached handouts), that will promote the mills that are featured along the route.

Strafford Regional has developed this byway plan as part of a Corridor Management Plan (CMP) that it is submitting to the NH Department of Transportation for designation into the Scenic Byways Program.

The byway follows Route 108 starting in Newmarket at the Newfields town line and running north through Durham, turning right at the Courthouse and heading north again through Madbury and Dover. In downtown Dover, the proposed byway would turn right and head northeast on Route 4 to the Maine line in Rollinsford. The approximate length is 15 miles.

The New Hampshire Scenic and Cultural Byways Program was established in 1992 under RSA 238:19, "... to provide the opportunity for residents and visitors to travel a system of byways which feature the scenic and cultural qualities of the state within the existing highway system, promote retention of rural and urban scenic byways, support the cultural, recreational and historic attributes along these byways, and expose the unique elements of the state's beauty, culture and history."

New Hampshire's program is coordinated with the National Scenic Byways Program. The national program has three categories of byways (two are nationally designated categories, the third is a state designation). If the Byway is designated, it will become eligible for Federal Highway Administration Scenic Byway funds. This funding could be used to fund signage, transportation improvements, such as scenic overlooks, interpretive markers, and marketing material.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

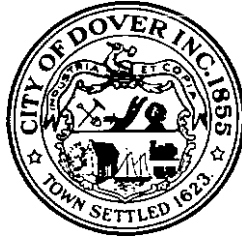
Agenda Item#: 13.B.5.

Resolution Number: **R – 2012.05.09 – 64**

Resolution Re: **Approval of Scenic Byway Application**

This is a project that the Planning and Community Development staff has worked on with the Commission coordinating the inventory of sites and views along the byway. In addition to staff, the process involved volunteers with Dover Main Street, The Dover Chamber of Commerce and the Community Trail Committee.

As part of the application, the Commission is requesting that the communities along the Byway submit a letter of support for the project. This letter will be forwarded, with the application, to the Department of Transportation. The application process requires a public hearing to be held prior to the Council adopting the letter of support.



288 Central Avenue
Dover, New Hampshire 03820-4169
(603) 516-6000
Fax: (603) 516-6666
www.dover.nh.gov

MAYOR
and
CITY COUNCIL
citycouncil@dover.nh.gov

City of Dover, New Hampshire

May 9, 2012

Cynthia Copeland, Executive Director
Strafford Regional Planning Commission
150 Wakefield Street, Suite 12
Rochester, NH 03867

Dear Ms. Copeland:

I am writing you on behalf of the Dover City Council, to express strong support from the City of Dover and citizen volunteers for the Strafford Regional Planning Commission's application for State Scenic Byway designation of the proposed "Mills" Scenic Byway Corridor. In addition, the City supports the preparation and submittal of associated application materials to initiate the corridor management planning process.

We believe that this designation will provide the municipalities along the corridor (Newmarket through Rollinsford) with opportunities to seek federal funding through the Federal Highway Administration Discretionary Grants program for byway-related projects each year. Not only will this project provide funding opportunities to Dover, it will work to showcase the many intrinsic values existing in our City, draw visitors to the area, preserve and protect the local quality of life, and add to the byway programs existing collection of unique American roads.

Again, the City of Dover is extremely excited and supportive of the Strafford Regional Planning Commission's application for State Scenic Byway designation of the proposed "Mills" Scenic Byway Corridor project.

Should you have any questions regarding our letter of support, please contact Christopher Parker, Director of Planning and Community Development at 603-516-6008.

Sincerely,

Dean Trefethen
Mayor

NATIONAL AND STATE SCENIC BYWAY PROGRAM OVERVIEW & PROPOSED MILLS SCENIC BYWAY

- National/State Scenic Byway Program Overview
- Types of Byway Designations
- Byway Nomination Process and Criteria
- Grant Funding Opportunities
- Proposed Route
- Corridor Management Plan
- Next Steps Moving Forward



Dover City Council: May 9, 2012

NATIONAL & NEW HAMPSHIRE SCENIC BYWAY PROGRAM OVERVIEW

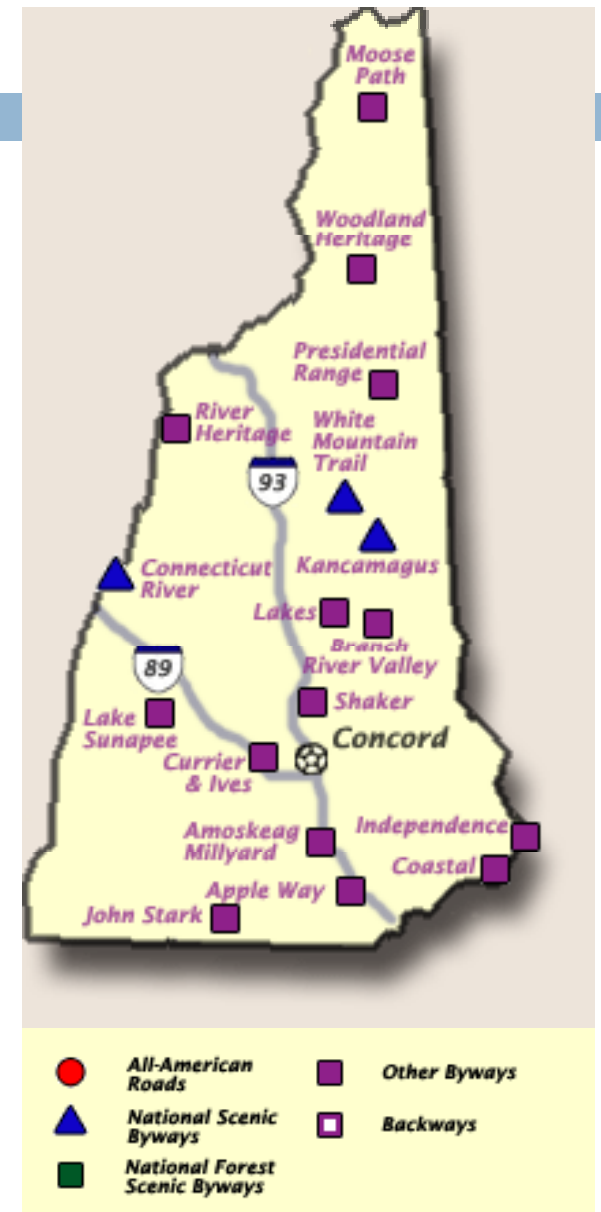
- The National Scenic Byways Program was established under the Federal Intermodal Surface Transportation Efficiency Act of 1991.
- The vision of the program is to create a distinctive collection of American roads.
- Provide resources to the byway community to create unique travel experiences and enhance local quality of life through efforts to preserve, protect, interpret, and promote the intrinsic qualities of designated byways.
- This designation is based on each byways archaeological, cultural, historic, natural, recreational, and scenic qualities.
- Managed in New Hampshire by NHDOT with input from NH Scenic & Cultural Byways Council.



NATIONAL SCENIC BYWAY PROGRAM: THREE LEVELS OF DESIGNATION

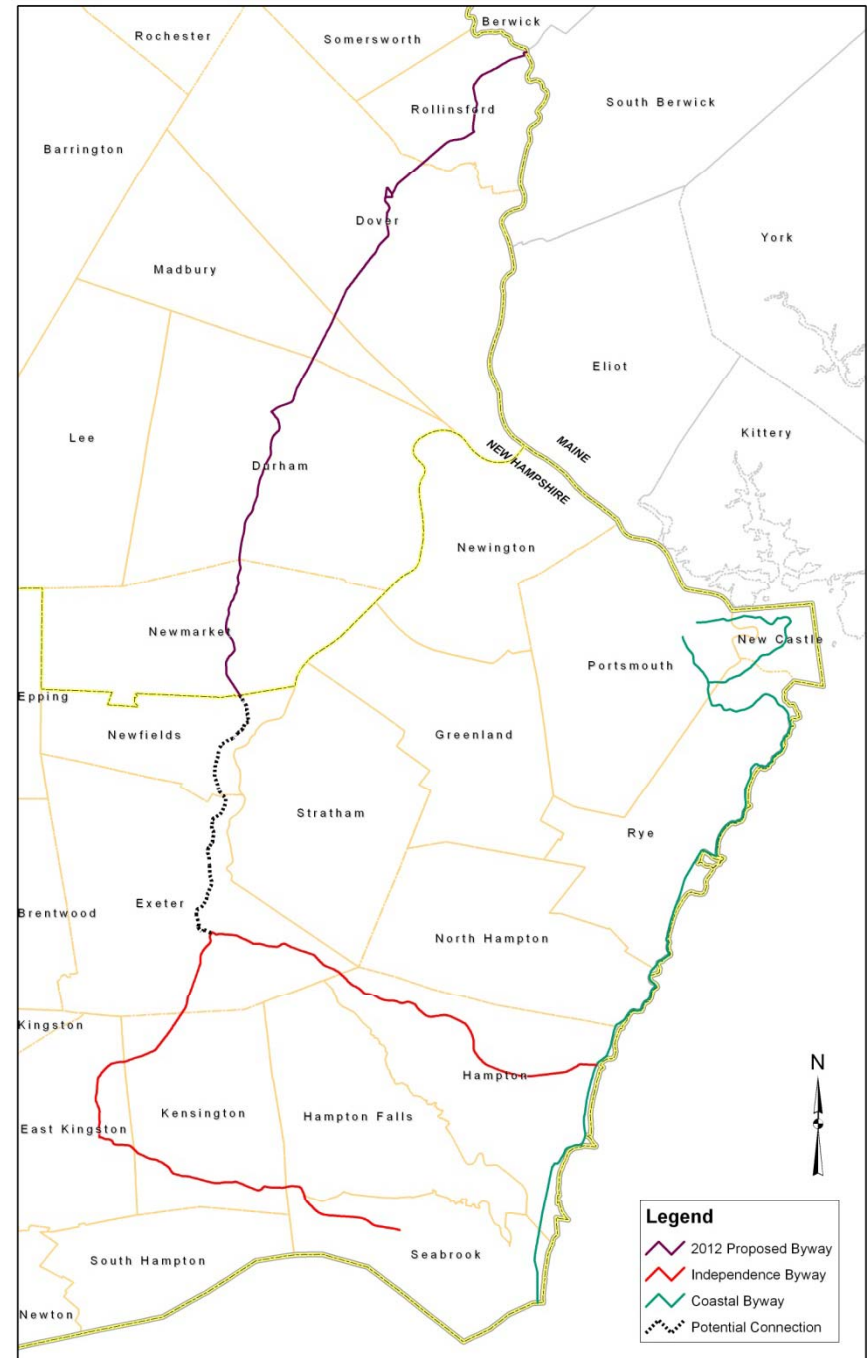
1. All- American Roads (31 nationally)
2. National Scenic Byways (120 nationally/3 in NH)
 - Connecticut River Byway
 - Kancamagus Scenic Byway
 - White Mountain Trail
3. State Scenic Byways (14 in NH/3 in the Lakes & Seacoast Regions)
 - Independence Byway
 - Coastal Byway
 - Branch River Valley

“New Hampshire has over 1,000 miles of designated scenic and cultural byways!”



PROPOSED SCENIC BYWAY ROUTE AND CONNECTING LOOP

- Proposed Mills Scenic Byways – 16.3 miles
- Coastal Byway – 18.5 miles
 - [Tour Details](#)
- Independence Way – 21 miles
 - [Tour Details](#)
- Potential Connection – 5.6 miles
 - Through Newfields & Exeter
- Long-term goal to work with Southern Maine RPC to develop a route through South Berwick, York/Elliott, and Kittery





Scenic Byway Program - Nomination Process

Nominations for Byway designation must demonstrate:

- State and/or regional significance of the intrinsic qualities of the byway:
- Scenic Resources
- Natural Resources
- Historic Resources
- Cultural Resources
- Archaeological Resources
- Recreational Resources

SCENIC BYWAY PROGRAM -NOMINATION PROCESS

- Planning to support preservation, enhancement and promotion of those intrinsic qualities
- Planning a quality visitor experience
- Community and organizational support for the byway



Mission: To provide resources to the byway community in creating a unique travel experience and enhanced local quality of life through efforts to preserve, protect, interpret, and promote the intrinsic qualities of designated byways.

SCENIC BYWAY PROGRAM – GRANT TYPES

- Nationally Competitive Process
- Since 1992 approximately \$560,000/year available in NH
- Categories of Eligible Activities
 1. State and Indian Tribe Scenic Byway Programs
 2. Corridor Management Plan
 3. Safety Improvements
 4. Byway Facilities
 5. Access to Recreation
 6. Resource Protection
 7. Interpretive Information
 8. Marketing



Summary for 1992- 2011

Total Amount Funded:

\$468,669,373

Total Projects Funded:

3049

Total for New Hampshire

\$11,245,460

Summary 2011

Total Amount Funded:

\$40,281,344

Total Projects Funded:

123

Total for New Hampshire

\$1,168,028 (2 projects)

Projects submitted for consideration should benefit the byway traveler's experience, whether it will help manage the intrinsic qualities that support the byway's designation, shape the byway's story, interpret the story for visitors, or improve visitor facilities along the byway.

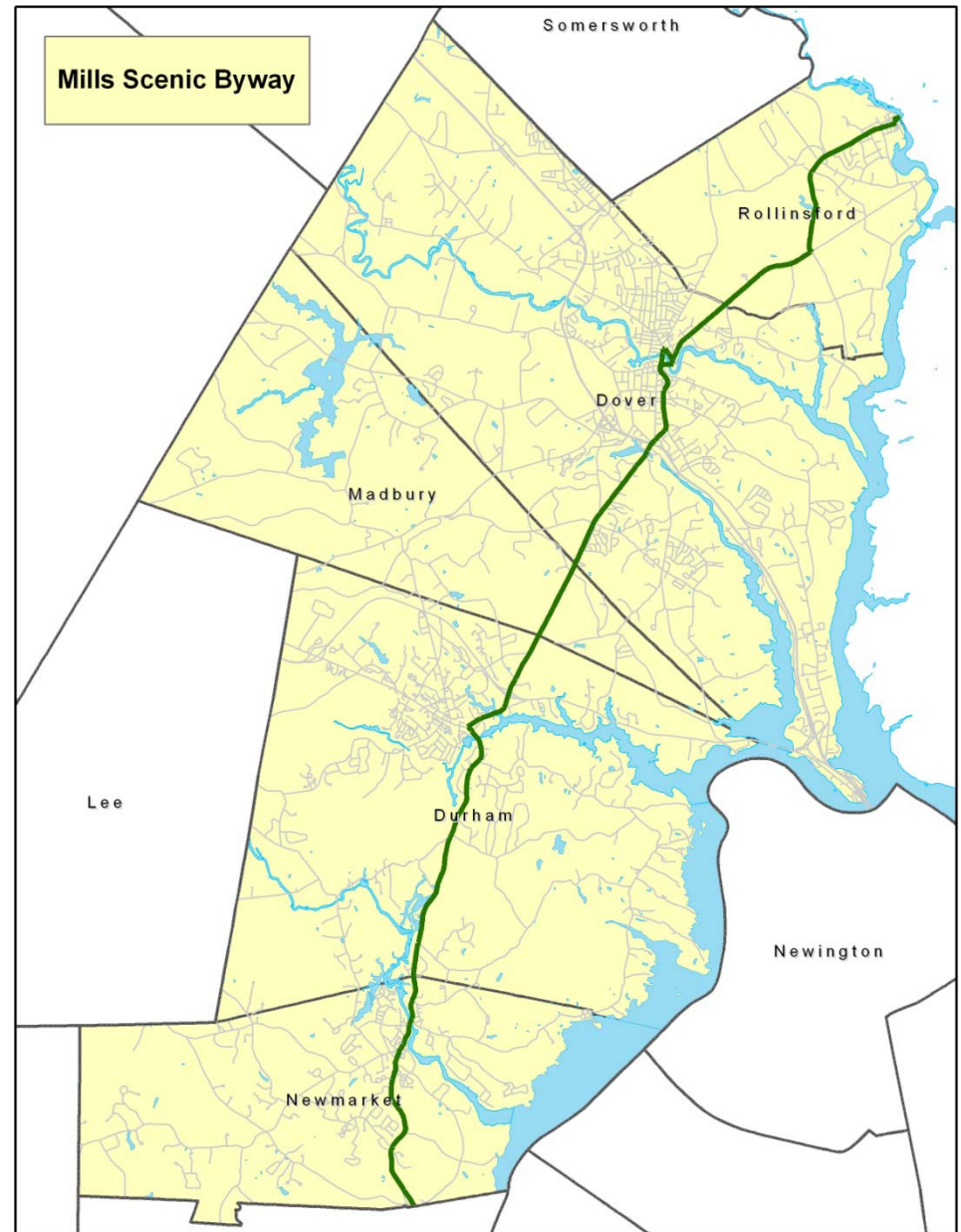
NEWMARKET, DURHAM, MADBURY, DOVER, AND ROLLINSFORD PROPOSED ROUTE

- Set up joint meeting with proposed corridor communities (Newmarket, Durham, Madbury, Dover, and Rollinsford).
- Form a regional corridor advisory committee.
- Submit nomination to develop byway corridor.
- Write a Corridor Management Plan.



The Mills Scenic Byway

Corridor Management Plan



CORRIDOR MANAGEMENT PLAN



A Corridor Management Plan inventories, and sets strategies to manage the scenic, natural, historic, recreational, archaeological, and cultural qualities that support the byway's designation.

General Requirements:

- Be a written plan developed through community involvement along a scenic byway
- Provide for conservation and enhancement of the byway's intrinsic qualities
- Address promotion of tourism and other economic development
- Identify management strategies to balance these concerns while providing for the user's enjoyment of the byway

Are community-based and "living documents" that outline the goals, strategies, and responsibilities for preserving and promoting the byway.



Built in 1768, The Dover Friend's Quaker meeting house is the oldest religious structure in Dover and is located on Central Avenue abutting the Pine Hill Cemetery. The building's entrance way has two doors, the left was once used by Women only and the right by Men. The sexes were separated during the religious services and the partitions were removed for business meetings.



The Woodman Museum building is approximately 200 years old and the institute was formed in 1916. Located on Central Avenue adjacent to the Garrison House, the museum offers visitors a unique opportunity to view extensive collections of minerals, animals, insects and Native American artifacts. Additionally, the museum houses a War Memorial and as many other items of historic significance. The museum is now listed on the National Register of Historic Places.

Historic Resources – Examples in Dover

- The William Hale House
- Garrison House
- Sawyer Woolen Mills
- First Parish Church
- Dover Armory
- Michael Reade House



The Joe Park's Riverwalk and Public Gardens began as an effort between the Dover Rotary Club and Dover Main Street program and developed into a project completed largely by help from local volunteers in 2008. The park is located on Central Avenue in downtown Dover and offers a walking path along the Cochecho River, benches and landscape areas for the public.



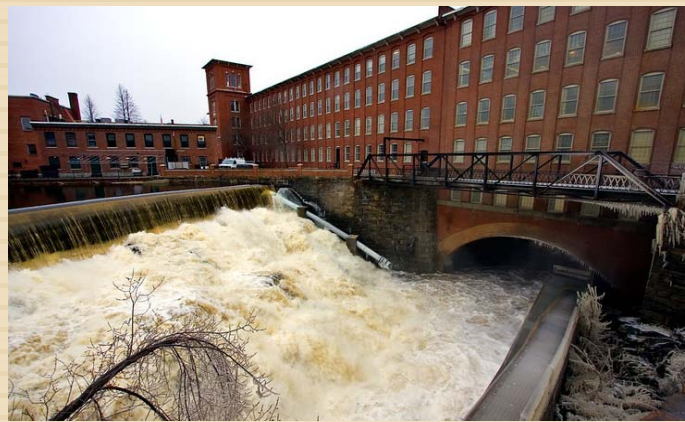
Located on Henry Law Avenue off Central Avenue in downtown Dover, the Cochecho River Walk is a central attraction in downtown Dover offers a canoe launch; picnic tables, outdoor grills, Skateboard Park, benches, outdoor theater, covered bridge and pathway following the Cochecho River bend around the historic mill buildings. The trail begins at the outdoor amphitheater in Henry Law Park and continues 1,200 feet before ending on River Street.

Recreational Resources – Examples in Dover

- Cochecho River Walk
- Immigrants Park
- Joe Parks Riverwalk
- Guppy Park
- Henry Law Park
- Fish Ladder Park



The Bellamy River is another local tributary to the Piscataqua River which runs through Dover along Route 108. Running for approximately 15 miles, the river rises at Swains Lake in Barrington, flows east through the Bellamy Reservoir in Madbury before traveling through Dover and into the tidal river to Little Bay, the channel connecting Great Bay with the Atlantic Ocean. During the 19th and 20th century, a series of dams were installed to provide power for machinery at local mills.



The Cochecho River Dam is located adjacent to Fish Ladder Park on Central Avenue in downtown Dover. Located at the tidal limit of the Cochecho River, the Dam offers scenic views of the falls and New Hampshire Fish and Game fish ladder.

Natural/Scenic Resources – Examples in Dover

- Bellamy River
- Cochecho River
- Cochecho River Dam



In 1883 the Mayor of Dover James E. Lothrop proposed a Public Library as part of his inaugural address. On January 14, 1884, the Dover Public Library opened its doors and recorded 2,300 borrowers in the first year. As the Library continued to grow, it changed locations three times before settling at the “Hale Lot” located on Locust Street in downtown Dover.



The Children’s Museum of New Hampshire is located on Franklin Pierce Highway (Route 108) at the Cochecho River Bridge adjacent to Henry Law Park and Rotary Arts Pavilion amphitheater. Occupying the site of the Dover Armory, the museum offers a variety of science, art and cultural experiences for children, educational institutions and families.

Cultural Resources – Examples in Dover

- Children’s Museum of NH
- Woodman Institute Museum
- McConnell Center
- Dover Public Library

PHYSICAL CONDITIONS

Traffic Volume

During 2010 and 2011, on behalf of NHDOT and municipalities, SRPC collected traffic data at 17 points. It should also be noted that traffic tends to increase substantially in the fall due to student enrollment at the University of New Hampshire.

Traffic Speed & Accident Data

In preparation for the corridor management plan for Route 108/Route 4 Byway, the Durham Police Department reviewed crash data and the citation history for the previous five (5) years. The data was sorted to its approximate location on the corridor and is depicted on the accompanying map and table.



	Speeding Citations & Warnings	Problematic Speeding Areas (highest frequency to lowest)	Collisions	Problematic Collision Areas (highest frequency to lowest)
2007	237	1) Durham Rd at Alumni Dr (524) 2) Portland Av at Atlantic Av (233) 3) Portland Av at Hancock St (126) 4) Durham Rd at Daley Dr (120) 5) Durham Rd at Dunns Bridge Ln (118) 6) Durham Rd at Adelle Dr (108) 7) Durham Rd at Bellamy Rd (105)	164	1) Central Av (South) at Washington St/Henry Law Av (62) 2) Central Av at Locust St (62) 3) Central Av (South) at Orchard St (51) 4) Main St (North) at Washington St (50) 5) Central Av (South) at First St (39) 6) Central Av at Court/Church/Hanson St (38) 7) Portland Av at Rollinsford Town Line/Oak Street (36)
2008	285		175	
2009	578		185	
2010	621		153	
2011	718		146	
TOTAL	2439		823	

EXISTING ROAD SIGNS AND LEVELS OF SERVICE

- In December 2011, SRPC conducted a sign inventory for the entire Byway route. The inventory consists of geocoded points for all warning, regulatory, guide and directional signs along the corridor.



- Commercial enterprises within the proposed Mills Scenic Byway are clustered mainly in Downtown Dover and Newmarket.
- Additional signs along the corridor, aside from regulatory and warning signs, consist mostly of Guide Signs, Recreational & Cultural Interest signs and General Information Signs.

- SRPC conducted two inventories for the Byway to determine its level of service for both pedestrian and bicycle traffic.
- Utilizing the Sustainable Cities Institute LOS Calculator, assessments were generated that provide insight relative to pedestrian and bicyclist comfort and safety levels for all segments of the Byway.
- The calculator uses a series of variables such as shoulder width, road width, traffic volume and classification, pavement condition, speed limit and percentage of sidewalk to estimate a level of service for each roadway segment.





For more information:

Contact:
Kyle Pimental, Regional Planner
Tel. (603) 994-3500
Fax: (603) 994-3504
Email: kpimental@strafford.org

Strafford Regional Planning Commission
150 Wakefield Street, Suite 12
Rochester, NH 03867
www.strafford.org





CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:
 Ordinance Title: **O -2012.05.09 - 8**
 Chapter: 166 Vehicles and Traffic; Section 166-28 Exemptions;
 Subsection A

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to:

- a. Amend **166-28: Exceptions**, to clear up conflicting wording and redundancy with state law.

2. AMENDMENT:

Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-28. "Exceptions", subsection A

a. THE FOLLOWING IS DELETED:

- A. The provisions of the aforementioned 166-18 and 166-21 shall not apply to publically owned vehicles nor to disabled persons who have obtained a disability parking permit from the State of New Hampshire or disabled or other persons who have obtained a parking permit from the Chief of Police.

b. THE FOLLOWING IS ADDED:

- A. The provisions of this chapter shall not apply to those who have obtained a special temporary parking permit from the Chief of Police and are following the instructions provided with such permit.

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:

Dean Trefethen
Mayor, 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 - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:
 Ordinance Title: **O -2012.05.09 - 8**
 Chapter: 166 Vehicles and Traffic; Section 166-28 Exemptions;
 Subsection A

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
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 Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:
Ordinance Title: **O -2012.05.09 - 8**
Chapter: 166 Vehicles and Traffic; Section 166-28 Exemptions;
Subsection A

ORDINANCE BACKGROUND MATERIAL:

This proposed amendment is the result of a legal challenge filed by a permit holder stating that the current wording exempted all monthly permit holders from displaying their permit. This will allow for a clear interpretation of the intended regulation while cleaning up the wording of the section as well.

- 1) The reference to 166-21 is no longer relevant since that section is now empty and only a place holder.
- 2) The exemptions for disabled persons and official vehicles in the current version are redundant of controlling state laws noted below.

265:74 Parking Privileges for Persons With Walking Disability. – Any motor vehicle carrying the special plates or hanging windshield placard issued to a person with a walking disability under RSA 261:88, or a similar license plate displaying the international accessibility symbol shall be allowed free parking in any city or town, including any state or municipal parking facility where a fee is charged. Each city or town shall have the discretion to set the time periods using guidelines which shall be provided by the governor's commission on disability. The free parking shall only be allowed if the person who qualifies for the special plates or hanging placard is being transported in the vehicle to or from the parking place. Parking places designated for persons with walking disabilities shall be utilized only if a person with a walking disability is being transported in the vehicle to or from the parking place. Notwithstanding the provisions of any local ordinance which has been adopted to regulate parking in places designated for persons with walking disabilities, any person who is convicted under this section shall be guilty of a violation and fined not less than \$250.

265:73 Free Parking for Disabled and for Official Purposes. – Any motor vehicle carrying special number plates issued to paraplegic, amputee or blind war veterans pursuant to RSA 261:86 and 87, and any motor vehicle used for a purpose, or by a person, designated by a city council or town meeting, shall be allowed free parking time in any city or town so long as said motor vehicle is under the direct control of the owner. The provisions of this section shall apply to a veteran who suffers a disability incurred in or aggravated by such service, upon satisfactory proof that the veteran has been evaluated by the United States department of veterans affairs to be permanently and totally disabled from such service connected disability.

- 3) Leaves in place the authority of the Chief of Police to issue temporary permits for special situations that arise.

The wording of 166-18 which deals with monthly parking permits is included for reference.

166-18. Parking lots. [Amended 04-01-88 by Ord. No. 2-88]

- A. The Police Department is authorized to sell and distribute monthly parking passes for the parking of motor vehicles in any municipally owned parking lot or parking area so designated by the City Council, for such periods of time, under such conditions and at such rates as determined by the City Council.
- B. Parking in the City Hall parking lots shall be restricted to one-hour parking, Monday through Friday, from 9:00 a.m. to 5:00 p.m., except for publicly owned vehicles.
- C. (RESERVED)



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:
Ordinance Title: **O -2012.05.09 - 8**
Chapter: 166 Vehicles and Traffic; Section 166-28 Exemptions;
Subsection A

- D. (RESERVED)
- E. The Dover School Department is authorized to sell and distribute parking passes for parking motor vehicles in the Bellamy Parking Lot between August 25 and June 20, Monday through Friday or on school days, as set by the Dover School District Calendar, between the hours of 7:00 a.m. and 3:30 p.m. Parking rules and rates for permits shall be determined by the Dover School Department. Except for five (5) spaces, which shall be marked with appropriate signs and reserved for Bellamy Park users only, no motor vehicle shall be parked in the Bellamy Lot during this time period without the benefit of a permit issued by the School Department. Any vehicle found in violation of this section may be towed from the lot and stored, the expenses of both to be paid by the registered owner of the vehicle. The Dover School Department shall have the authority to enforce parking rules in the Bellamy Parking Lot in accordance with the requirements of NH RSA 262:40-a, and shall be responsible for maintenance and snow removal in the lot. **[Added 05-17-95 by Ord. No. 07-95; amended 08-20-03 by Ord. No. 13-2003]**

At their April 18, 2012 meeting, the Parking Commission unanimously supported this proposal.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number:
 Ordinance Title: **O -2012.05.09 – 9**
 Chapter: 166 Vehicles and Traffic; Section 166-57: Limited Time Parking

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to:

- a. Delete **166-57. Schedule J: Limited Time Parking**, subsection A, as it is unnecessary.

2. AMENDMENT:

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-57. “Limited Time Parking”, subsection A.

- a. **THE FOLLOWING IS DELETED:**

166.57. SCHEDULE J: Limited Time Parking, subsection A

A. In accordance with the provisions of **166-22**, no person shall park, place or leave, or cause to be parked, placed or left for more than one hour any motor vehicle or horse drawn vehicle in and upon the following streets and places between the hours of 1:00 a.m. and 6:00 a.m. **[Amended 12-21-88 by Ord. No. 29-88]**

<u>STREET</u>	<u>LOCATION</u>
Broadway	Both sides, from the intersection with Central Avenue westerly to the intersection with St. John Street
Central Avenue	Both sides, from the intersection with New York Street southerly to the intersection with Kirkland Street including Upper Square
Chapel Street [Added 05-20-02 by Ord. No. 18-2002]	Both sides, from the intersection with Central Avenue easterly to the intersection with St. John Street
Chestnut Street	Both sides, from the intersection with Central Avenue southerly to the intersection with Washington Street
Locust Street	Both sides, from the intersection with Washington Street southerly to the intersection with Hale Street
Main Street	Both sides, from the intersection with School Street northerly to the intersection with Central Avenue and Portland Avenue
Portland Avenue	[Repealed 05-15-02 by Ord. No. 18-2002]
Third Street	Both sides, from the intersection with Central Avenue westerly to the intersection with Chestnut Street
Washington Street	Both sides, from the intersection with Fayette Street easterly to the intersection with Central Avenue



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number:
Ordinance Title: **O -2012.05.09 – 9**
Chapter: 166 Vehicles and Traffic; Section 166-57: Limited Time
Parking

ORDINANCE BACKGROUND MATERIAL:

While reviewing the City Code, the Parking Manager noticed this outdated year-round restriction. It was confirmed with the Chief of Police and the Director of Community Services that it is necessary. There are no signs posted supporting this restriction nor has it been enforced for decades.

It is speculated that the restriction was put in place to accommodate overnight street cleaning. Parking restrictions for street cleaning are handled on an “as needed” basis, street by street, once or twice a year.

The winter parking restriction will not be affected by this action.

The Parking Commission unanimously voted to recommend this section be deleted.

COCHECO RIVER LOCAL ADVISORY COMMITTEE
NH RIVERS MANAGEMENT AND PROTECTION PROGRAM

CITY OF DOVER
12 APR 12 PM 4:40

April 11, 2012

To the Dover City Council:

This is a recruitment letter to add members from Dover to the Cocheco River Local Advisory Committee (LAC). At present Dover has one representative, Tom Fargo, on the LAC. The City is entitled to have three representatives.

The Cocheco River was designated as a Protected River in 2009 in the NH Rivers Management and Protection Program (RMPP) under RSA Chapter 483 and its amendments. The Local Advisory Committee was formed with Tom representing Dover.

The Committee is charged with developing a corridor management plan for the river corridor. We would like to carry out this project with a full contingent of local representation that can reach out for community participation. Also we are charged with reviewing permit applications that affect the river, and we need members with local knowledge on the LAC.

The Cocheco River LAC meets on the second Wednesday of each month, usually at 6:00 p.m. at the Rochester Police Station. Our business is posted on the Rochester City Manager's web page. Meeting notices are sent to the Town for posting.

I have enclosed information about the RMPP and forms for nominating representatives. You are welcome to call me at 516-8113 or Jacquie Colburn (DES Rivers Coordinator) at 271-2959 with questions.

Please consider our request. When you submit nominations, it is helpful to send a note to us so that we can help in the process.

Best regards,



Lorie Chase, Chair

CITY MANAGER'S OFFICE
ROCHESTER CITY HALL
31 WAKEFIELD STREET
ROCHESTER, NH 03867

LAC APPOINTMENT AND REAPPOINTMENT PROCEDURES

APPOINTMENT PROCEDURES:

*If a Local River Advisory Committee has not yet been established for a newly Designated River, the Rivers Coordinator and/or staff will contact participating river communities and request a list of viable nominees.

If you know someone would like to be appointed to an LAC that is established, then you must:

- 1) Contact the town office of the municipality you wish to represent, and request a nomination from the Board of Selectmen (BOS). The BOS will then fill out the LAC Nomination Form (download at: http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nomination_form.pdf). You may either give the form to the town administrator or elect to mail or fax both forms to the Rivers Coordinator.
- 2) Fill out the LAC Nominee Questionnaire (download at: <http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nominee.questionnaire.pdf>) completely and either submit it directly to the town administrator or the Rivers Coordinator at:

ADDRESS:
Rivers Coordinator
29 Hazen Drive
Concord, NH 03302
FAX: 603-271-7894

When your paperwork has arrived at DES, it will be processed and sent to the Commissioner for approval. You will then receive a letter in the mail letting you know whether or not the reappointment has been approved.

REAPPOINTMENT PROCEDURES:

- 1) Let the Chair of your LAC know you would like to seek reappointment. The Chair must agree. Contact your town's BOS, and request to be re-nominated. The BOS will then fill out the LAC Nomination Form (download at: http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nomination_form.pdf). You may either give the form to the town administrator or elect to mail or fax both forms to the Rivers Coordinator.
- 2) Fill out the LAC Nominee Questionnaire (download at: <http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nominee.questionnaire.pdf>) only if you have had a change of address, phone number or email address. Submit it directly to the town administrator or the Rivers Coordinator at:

ADDRESS:
Rivers Coordinator
29 Hazen Drive
Concord, NH 03302
FAX: 603-271-7894

When your paperwork has arrived at DES, it will be processed and sent to the Commissioner for approval. You will then receive a letter in the mail letting you know whether or not the reappointment has been approved.

In the interest of saving paper and time, this process will be entirely electronic in the near future, and there will be no need to submit paper copies to DES.

Note: If your term has expired, and you are in the process of seeking reappointment, you may still play an active role in the LAC as long as the Chair approves your involvement. The date your term will expire will be included in the reappointment letter.



LOCAL RIVER MANAGEMENT ADVISORY COMMITTEE NOMINATION FORM



MUNICIPALITY: _____ Date: _____

<u>Nominee Name</u>	<u>Interest(s) Nominee is Representing*</u>	<u>Address, Daytime Phone Number & EMail</u>	<u>River Name</u>	<u>New Appointment or Re-Appointment</u>
_____	_____	_____ _____ _____	_____	_____
_____	_____	_____ _____ _____	_____	_____
_____	_____	_____ _____ _____	_____	_____

Board of Selectmen or Authorized Signature(s)

Name: _____
Title: _____

Return to: Rivers Coordinator
Department of Environmental Services
29 Hazen Drive, P.O. Box 95
Concord, NH 03302-0095

Note: By law, the Commissioner of DES appoints the local river management advisory committee for each designated river from lists of nominees submitted by the local governing bodies of the municipalities through which the designated river flows. (RSA 483:8-a)

or fax to: (603) 271-7894

* Interest(s) must be: Local Government, Business, Conservation, Recreation, Agriculture, and Riparian Landowners.

NEW HAMPSHIRE RIVERS MANAGEMENT AND PROTECTION PROGRAM



Local Advisory Committee Nominee Questionnaire

Name: _____

Municipality Representing: _____

River: _____

New appointment: _____ Reappointment: _____

Please state your interest(s) in serving on the Local Advisory Committee:

- a) Local Government
- b) Business
- c) Conservation
- d) Recreation
- e) Agriculture
- f) Riparian Landowners

Please include a short description of your relevant background knowledge of local river-related issues or general river management and protection:

What types of activities might you be interested in assisting the local advisory committee in completing (check all that apply):

- Management Plan Preparation/Implementation
- Event Organization
- Public Education
- Grant Writing
- Public Relations
- Committee Administration
- Other _____

Most Local Advisory Committees meet monthly. In some cases they may meet more frequently to complete specific tasks, while in other cases your attendance may not be required at all meetings. Please check one of the boxes below to indicate your availability to attend regularly scheduled meetings.

- I can attend monthly meetings on most weeknights
- I can attend monthly meetings only if scheduled on a specific weeknight
- I could only attend a limited number of monthly meetings
- I could only attend monthly meetings in a substitute capacity when the regular town representative(s) was unavailable.
- I could not attend monthly meetings, but am willing to complete tasks on behalf of the Local Advisory Committee.

TITLE L

WATER MANAGEMENT AND PROTECTION

CHAPTER 483

NEW HAMPSHIRE RIVERS MANAGEMENT AND PROTECTION PROGRAM

Section 483:8-a

483:8-a Local River Management Advisory Committees; Establishment; Duties. –

I. The commissioner shall appoint a local river management advisory committee for each designated river or segment. Committee members shall be chosen from lists of nominees submitted by the local governing bodies of the municipalities through which the designated river or segment flows. The commissioner shall appoint at least one person from each municipality to the local river management advisory committee. All members of such committees shall be New Hampshire residents.

II. Each committee shall be composed of at least 7 members who represent a broad range of interests in the vicinity of the designated river or segment. These interests shall include, but not be limited to, local government, business, conservation interests, recreation, agriculture, and riparian landowners. If an interest is not represented by the local governing bodies' nominations, the commissioner may appoint a member from the vicinity of the designated river or segment, to the local river management advisory committee who will represent that interest. County commissioners shall be permitted to nominate members to the local river management advisory committee in unincorporated towns or unorganized places. Upon the request of the committee, local governing bodies or county commissioners within tributary drainage areas may submit nominees for appointment. Each member shall serve a term of 3 years.

III. The duties of such committees shall be:

(a) To advise the commissioner, the advisory committee, the municipalities through which the designated river or segment flows, and municipalities within tributary drainage areas on matters pertaining to the management of the river or segment and tributary drainage areas. Municipal officials, boards, and agencies shall inform such committees of actions which they are considering in managing and regulating activities within designated river corridors.

(b) To consider and comment on any federal, state, or local governmental plans to approve, license, fund or construct facilities that would alter the resource values and characteristics for which the river or segment is designated.

(c) To develop or assist in the development and adoption of local river corridor management plans under RSA 483:10. The local planning board, or, in the absence of a planning board, the local governing body, may adopt such plans pursuant to RSA 675:6 as an adjunct to the local master plan adopted under RSA 674:4. No such plan shall have any regulatory effect unless implemented through properly adopted ordinances.

(d) To report biennially to the advisory committee and the commissioner, and annually to municipalities on the status of compliance with federal and state laws and regulations, local ordinances, and plans relevant to the designated river or segment, its corridor, and tributary drainage areas.

III-a. Local river management advisory committees may apply for and accept, from any source, gifts, grants, and other donations of money or services that directly assist the committee in meeting its duties, programs, and projects. The committees may, without further authorization, expend any funds so received to carry out their duties under this section.

IV. In the case of the Connecticut River, the commissioner shall appoint the New Hampshire Connecticut River Valley resource commission as the local river management advisory committee to work with the Vermont Connecticut River Watershed Advisory Commission as provided in RSA 227-E. A minimum of 5 subcommittees shall be established by the Connecticut River Valley resource commission along the river between Vermont and New Hampshire as provided in RSA 483:8-a, II. Vermont residents may be appointed in an advisory capacity to the local river management advisory committee, except where the Connecticut River is

exclusively intrastate.

V. In order to establish the tax exempt status of local river management advisory committees established under this section, such advisory committees are deemed to be governmental instrumentalities having a distinct legal existence separate from the state and shall not be considered as departments of state government. The exercise by a local river management advisory committee of any authority granted by this section shall be deemed to be the performance of public and essential governmental functions not otherwise fulfilled by state government.

Source. 1990, 233:6. 1991, 338:9. 1992, 261:2. 1995, 219:2. 1997, 7:1, eff. June 20, 1997; 267:3, eff. Aug. 18, 1997. 2007, 285:5, eff. Sept. 1, 2007. 2009, 201:9, eff. July 15, 2009.

HELPFUL LINKS FOR LAC MEMBERS

RMPP WEBSITE:

<http://des.nh.gov/organization/divisions/water/wmb/rivers/index.htm>

ALL DESIGNATED RIVER INFORMATION (TABLE):

<http://des.nh.gov/organization/divisions/water/wmb/rivers/desigriv.htm>

DESIGNATED RIVER FACT SHEETS:

<http://des.nh.gov/organization/divisions/water/wmb/rivers/categories/publications.htm>

LAC CONTACTS AND MEETING INFORMATION:

http://des.nh.gov/organization/divisions/water/wmb/rivers/lac/documents/lac_contacts.pdf

RIVER TOWNS AND LAC INFORMATION FOR APPLICANTS:

<http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/river-towns.pdf>

APPLICABLE PERMITTING LINKS:

Shoreland:

<http://des.nh.gov/organization/divisions/water/wetlands/cspa/index.htm>

Wetlands:

<http://des.nh.gov/organization/divisions/water/wetlands/index.htm>

Alteration of Terrain:

<http://des.nh.gov/organization/divisions/water/aot/index.htm>

Land Resources Management:

<http://des.nh.gov/organization/divisions/water/lrm/summary.htm>

LAC NOMINATION DOCUMENTS:

Municipal Nomination Form:

http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nomination_form.pdf

Nominee Questionnaire:

<http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nominee.questionnaire.pdf>

Please note: We are working toward electronic submittal of nomination documents. We will email everyone the link or the electronic form to pass on to any potential, future LAC appointees!

LAC ANNUAL/BIENNIAL REPORT FORM:

<http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/lac-report-form.pdf>

PROTECTED RIVER SIGN REQUEST:

http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/protected_river_sign.pdf

VRAP WEBSITE:

<http://des.nh.gov/organization/divisions/water/wmb/vrap/data.htm>

FLUVIAL EROSION AND GEOLOGIC HAZARDS PROGRAM WEBSITE:

<http://des.nh.gov/organization/commissioner/gsu/feqh/index.htm>

NH.GOV WEBSITE FOR CHARITABLE TRUST INFORMATION (FAQs):

<http://doj.nh.gov/charitable-trusts/faq.htm>