

CITY MANAGER'S REPORT



July 11, 2012

"A boat doesn't go forward if each person is rowing their own way."

Swahili proverb.

SUBMITTED BY:

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CITY MANAGER

CITY OF
DOVER, NH

AVAILABLE ONLINE:

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STREETS, WATER, SEWER UPDATES

Utilities: The Utilities crews have been working on Broadway, in the area between Ham Street and Pearl Street, to relocate water services. Crews are reconnecting the house services from an early 1900's eight-inch cast iron main to the 1970's twelve-inch main, which run parallel to each other. This process involves tapping the twelve-inch main and running new copper to the shut-offs in the sidewalk area. The division has experienced many water main breaks on the eight-inch main, with the latest happening during the winter of 2011, causing extensive damage to city and private property. Staff will also replace the hydrants and tie-in Ham Street as part of this first phase. The next phase will involve the area from Ham Street to Chapel Street.

Leak detection has continued, utilizing both computer and handheld devices. Staff has been able to locate leaks in some areas, while others have been reported by residents. Leaks in the private service have been discovered at 40 and 65 Toftree Lane, and at 9 Cushing Street. A leak in the two-inch irrigation line at The Paddock Condominiums was reported, as well as the two-inch domestic line at Bellamy Woods. All leaks have been repaired, with the exception of Cushing Street where the homeowner is in process of hiring a contractor.

A new water service was added to 19 French Cross Road in exchange for a wellhead protection easement for the Bouchard Well. Crews ran a one-inch service along French Cross Road in Madbury to the above location. The owner was responsible for the inside plumbing and the City agreed to bring the service in to the house.

Employees test pitted the six-inch water main on Spur Road, in the vicinity of Nute Road, in order to locate where the main crosses the Spaulding Turnpike. The division has experienced four to five water main breaks on Spur Road, and may need to add a gate to accommodate shut-downs more easily. Currently, crews have to cross over to the other side of the turnpike in order to shut the main down on Gerrish Road.

The difficult task of updating the water maps for the city has begun. There haven't been any updated versions for at least 20 years. New developments are added through the GIS system, but there is a backlog on old city projects.

Crews have been assisting with the water shut-downs in the Applevale Reconstruction project so the contractor can remove the asbestos pipe in order to install new hydrants and gates. The new main was installed on Hawthorne Drive and is now looped in with the rest of the Applevale Drive area as it was previously on a dead-end line.

The Sewer Division received the second small flow pump for the River Street Pump Station, which was sent back a couple months ago for repairs. The running condition, however, is worse than the first one returned. As part of the contract, an independent vibration analysis was conducted to determine their condition. Both pumps received a failing grade, and staff is waiting on a report from the contractor. The city has not yet paid for these pumps, but it is the last outstanding item on the rehab of the station. The city has hired CMA Engineers to develop a design for the installation of a new grinder and generator for the Cocheco Street Pumps Station. A grinder was purchased due to debris, mainly wipes, continually clogging the pumps. The new generator will replace the current one, which is over 30 years old.

Streets/Stormwater: The Highway Division continued to patch several potholes throughout the City, as needed. Crews have finished street sweeping in all areas slated for paving as well as residential areas; there are a few trouble locations, mainly in the downtown area, that will be re-swept as needed. City-wide brush

cutting/clearing has commenced. This work is ongoing and includes trimming around stop signs, clearing areas for site distance, and roadside mowing.

Crews came back to reseed the area after finishing the drainage project at the Whittier Street lot. All work has now been completed. The area around the old bridge on Watson Road was cleared. As part of general maintenance, the area was weed wacked and brush was cut back. Crews also worked up at Garrison Hill cleaning up the area and helping to improve the view by cutting brush and trimming trees around the tower. The lawn was also repaired and holes filled in. Stumps and debris were removed and the area was re-loaded, seeded and covered with hay. Guardrail repairs were made in two locations on Cataract Avenue. The rails had been damaged or broken after being struck by vehicles.

Catch basins were repaired on Riverdale Avenue and Chapel Street where sinkholes were starting to develop around the basins. The jet truck was taken to Oak Street in order to clean the main drain line and catch basins. The lines will be TV'd (video inspected) as a preparation for upcoming paving.

Crews cleaned the salt shed in preparation for sealing the walls. This task is a part of general maintenance, conducted every ten years, in order to protect the concrete and preserve the building. With help from Mick Construction, employees also worked in the pit behind the Public Works Facility mixing gravels and screening loam in preparation for the upcoming construction season.

Traffic Signal Update: The past month was mainly spent collecting and monitoring data from the Weeks Crossing system. A sampling of this information was sent a couple of weeks ago. It is believed that this setup will serve well in terms of being able to build a yearly database of information for this area of the City and be able to respond to fluctuations in demand as they occur. So far, the traffic patterns seem quite consistent.

The contractor will be coming over soon to implement refined programming for Weeks Crossing based on the data they've been collecting and analyzing. This should improve operations, particularly during the off-peak hours.

PROGRAMS AT CITY CENTERS/BUREAUS

Investigations/Legal Bureau: During the month of June, 2012, there were 6 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 sent to the NH Liquor Commission's Bureau of Enforcement.

A total of 6 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 May and June. As a result of these investigations, two people were charged in connection with five residential burglaries that had taken place throughout the city. A third person was charged in an unrelated theft after his activities came to light during the course of the burglary investigations. The investigations continue, and more charges are possible.

The SIU investigated one unattended death that occurred in June.

Parking Bureau: In June, Parking Manager Bill Simons worked with members of the Parking Commission and the City's Finance Department to review proposals and make a recommendation on an in-vehicle parking meter (IVPM) system. OTI America's EasyPark was recommended to the City Manager and the Parking Manager will be working with the company over the next few months to get the system up and running.

A resolution will be submitted shortly to review the fee schedule to accommodate multi-town IVPM devices. Currently the schedule has the City paying all reload fees.

The Parking Commission has been reviewing the process needed to establish a Tax Increment Financing District. The Parking Commission has voted to recommend to the Dover City Council a district that only includes city owned property, which is currently bringing in no tax dollars. The TIF process, which allows for flexibility and control by the City Council, will be reviewed during a mid-July workshop.

The City has just completed its first full fiscal year of parking meter rollouts. Over 350,000 transactions were completed during FY12, which translates to just over 7,060 transactions in an average 5-day week. This does not include the hundreds of drivers a day who took advantage of the short visit exception to getting a meter receipt for on-street spaces, time limited only parking and permit parking.

Traffic Bureau: The Traffic Bureau provided equipment to facilitate temporary parking restrictions and event parking at a special event at the Washington Street Mills Spring Gala on June 9.

Sgt. Speidel coordinated traffic control particulars for the annual Garrison School 5K Road Race on June 10 and for the third annual Avis Goodwin Father's Day 5K Road Race on June 17.

The 69th annual New Hampshire Soap Box Derby was held on Sunday, June 10. Sgt. Speidel worked closely with event organizers to hold this event at a new location on Industrial Park Drive. As expected, the event had greatly reduced traffic implications compared to its former site on Central Avenue. The Traffic Bureau provided all the necessary equipment to facilitate the road closure.

On Thursday, June 14, 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 targeting all motor vehicle violations were performed between 6 AM and 9 AM, during the morning commute, and between 4 PM and 7 PM during the evening commute.

The Dover Police Department has received grant funding to provide one extra uniformed officer on select weekend nights, between 9 PM and 3 AM, to target impaired driving. In the month of June, these patrols netted a total of 3 DWI arrests and one arrest for a habitual offender. The grant funded patrols are scheduled through September.

Sgt. Speidel continues to partner 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, Sgt. Speidel performed 8 child passenger seat inspections during the month of June. 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 has completed traffic counts in the Cushing and Lexington Street neighborhood to provide extra data for the Neighborhood Traffic Calming project that is currently being undertaken with the direction of the City’s professional consultant, Jeffrey Taylor and Associates, and the Planning Department.

The Traffic Bureau provided equipment to facilitate an ongoing road closure on Sixth Street at the Seacoast Grower’s Association’s weekly Farmer’s Market. This event began on Wednesday, June 6 and will last until October.

Sgt. Speidel worked closely with representatives of the United States Secret Service, with the NH State Police Troop A and Administrative Services units, and with the Portsmouth, Newington, Somersworth and Rochester Police Departments to coordinate traffic and security logistics for President Obama’s June 25 visit to Durham.

In the month of June, Sgt. Speidel attended several meetings of the Newington-Dover Spaulding Turnpike Incident Management Work Group. This group is coordinated by the NH Department of Transportation and its consultant to draft and distribute traffic control implementation plans in the event of emergencies requiring the closure of either span of the Little Bay Bridges.

Patrol: During the month of June, officers handled a total of 2,752 incidents resulting in the following activity / arrests:

1233	Traffic Stops
63	Total Arrests
13	DWI Arrests
6	Arrests for MV charges other than DWI
5	Drug Related Arrests
6	Arrests for Assault
9	Theft Related Arrests
3	Arrests for Criminal Mischief
8	Arrests for Electronic Bench Warrants
5	Arrest for Violation of Court Orders
6	Arrests for Criminal Trespass
1	Arrests for Prohibited Sales of Alcohol
2	Arrests for Disorderly Conduct
1	Arrest for Indecent Exposure
2	Arrest for Reckless Conduct
5	Juvenile Arrests

On June 1st, officers responded to the area of Park Street and Hill Street for a reported stabbing. Officers located a male subject with a stab wound to his upper leg. The investigation revealed that the subject was involved in a physical altercation with an associate and during the fight, in an effort to protect himself the associate stabbed the victim. The victim, a 36-year-old male from Dover was arrested for assault. The investigation also revealed that both subjects were under the influence of bath salts at the time.

On June 23rd, an 18-year old male from Dover was arrested and charged with Reckless Conduct as a result of an investigation into a fire at 8 Lincoln Street that occurred on May 28, 2012 at approximately 11:30 AM. The joint investigation conducted by the Dover Police and Dover Fire Departments revealed that the subject had

intentionally set fire to a wall in a second floor bedroom of the two family building. The outcome of subject's actions certainly could have been much worse as 8-10 Lincoln St. is a multi-unit two-story wood frame structure which was occupied at the time. There are other buildings close by that would have made fighting the fire difficult.

On June 28th, while patrolling the area of the Courtyard in the downtown, an officer observed a subject remove a handgun from his pocket, load the handgun, and point it at a brick wall before placing it back into his pocket. Officers then contacted the subject, who was intoxicated, and took him into custody. The subject, a 33 year-old male from Manchester, NH, was charged with Carrying a Concealed Firearm without a Permit and Reckless Conduct.

Diversion Program: There are two active participants in the Dover Diversion program. One of the current participants is being referred back to the police department due to missed meetings and a lack of commitment to the Diversion Contract. The next meetings are scheduled for August 2nd and August 30th.

There are no new cases awaiting the August 2nd meeting. Any additional cases will be reviewed at that meeting date or a date determined by the committee

Dover Housing Authority: On June 13th, Officer Joslin participated in the graduation ceremony of the Strafford County Head Start Program.

Officer Joslin has begun working with staff at the Seymour Osman Community Center by offering several programs to the second grade students who are participating in the Summer Camp program at the SOCC. This includes the areas of personal safety, drugs, and dealing with angry feelings.

Officer Joslin, DHA staff and residents have also begun the plans for the 2nd annual DHA Staff v. Residents softball game to be held on July 28th. Last year the residents won the game and took the inaugural "Jack Buckley Trophy".

During the month of June, 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.

During the month, 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. The students of the Quantum Program participated in community service events such as a community breakfast and dinner. They also participated with the Browne Center at UNH with team building and rope course work.

This June marks the end of the final year of the Quantum Program due to a lack of funding by the Dover Housing Authority. Quantum has a 100% graduation rate with nearly all of the students moving on to secondary education. This year, one of the graduating seniors will be attending Keene State College while another is attending Northeastern University on a full scholarship.

Community Service Program: The Community Service program tracked 27 active participants in the month of June. Of the 27 juveniles in the program, seven participated during the month of June. A total of 33 hours of community service work was completed with no members completing their obligation during the month of June.

During 2012, 79 hours of community service have been completed and no members have finished their court ordered hours.

Police Explorer Post Program: During the month of June, the Explorer Post trained on the fundamentals of handcuffing. Later in June, the Post learned about the benefits of the Mounted Unit. They reviewed the type of equipment the horses use and wear, how to care for the horses, and the Explorers were able to sit on one of the horses.

The Explorer Post currently has eight explorers and there are no background checks in progress.

The July 4th meeting of the Dover Police Explorers has been cancelled due to the Independence Day holiday. The next meeting will be on July 18th when the group will receive training on how police officers conduct motor vehicle stops.

Dover Coalition for Youth: In June, the Coalition began planning for a health and wellness curriculum review with the Dover School Department. The Coalition has reviewed student behavior survey results and identified areas where the school curriculum could be improved to help reduce youth substance abuse. The 10 member committee consisting of representatives from all 5 public schools will meet throughout August to review the current curriculum and provide feedback for improvements.

The Drug Enforcement Administration has announced that it will hold its 5th Prescription Drug Take Back event on September 29th. The Coalition has partnered with the Police Department during the prior events and will be participating once again. To date, Dover has collected over 420 pounds of drugs through the last 4 events.

The Coalition Coordinator, Vicki Hebert, has also been working very closely with the Regional Prescription Drug Task Force. The group, which represents multiple disciplines including prevention personnel, school personnel, law enforcement, medical professionals, and elected officials, has been convened to work to solve the problems created by prescription drug abuse. The work of the task force will continue throughout the year and likely into next year.

Dover Youth to Youth: In concluding this school year, Dover Youth to Youth recently provided a variety of training to students in Dover. This included 3 presentations covering the entire DMS 7th grade on consequences of underage drinking; an assembly to the entire 5th grade at DMS on media literacy and tobacco advertising, and a short skit to 400 parents and students at the 2012 DARE graduation.

Also in June, the Dover Elks lodge recognized Youth to Youth and 3 other local youth organizations at a spaghetti dinner held at the Elks Lodge on June 23rd. Several members of Youth to Youth attended and the Lodge presented Youth to Youth with a check for \$500 to assist them in their drug prevention efforts.

On June 19th, Dover Youth to Youth held its annual awards banquet for members and families. The event was held at the Dover Elks Lodge and featured student performances, a scholarship to a graduating senior, and a variety of leadership and advocacy awards for members with significant accomplishments.

Youth to Youth students also recorded 4 new 30-second radio PSAs on quitting smoking and the group purchased time to have it played 42 times in May on Kiss 95.3 and the new spots are in regular rotation on WOKQ and the SHARK as well – along with several underage drinking PSAs made earlier last winter.

Also during June, Dover Youth to Youth staff completed the planning and preparation for the summer program which takes place in early July. The summer program is a busy, week long program for graduated fifth graders that are interested in joining Dover Youth to Youth during the next school year. The week includes presentations on drug and alcohol abuse prevention, recording of public service announcements, and an informational campaign to educate the public on the effects of alcohol on the brain as it develops.

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

For the month of June 2012, the Dover Teen Center saw a total of 458 visits, on 20 days of programming, which yielded an average of just under 23 participants per day. The exact daily average was 22.9.

These numbers include two weeks of “Summer” style programming, which include trip days and drop-in days, that average between 15-20 participants, thus resulting in a lower daily average.

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

- TC Snack Special – “Hot Dogs” (6/7)
- TC Special Event – “Movie Afternoon” (6/8)
- TC Sports Event – “Frisbee Golf” (6/12)
- TC Trip! – “DoverPalooza – School’s Out Show” (6/15)
- TC Special Event – “School’s Out BBQ” (6/18)
- TC Trip – “Old Orchard Beach” (6/21)
- TC Trip – “Fisher Cat Baseball Night Game” (6/22)
- TC Trip – “Alton Bay Beach” (6/27)

As we head into July, the Dover Teen Center will officially kick-off the “TC Summer Zone”.

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

10 pedestrian crosswalk warnings
22 calls for assistance to public
09 total MV warnings
02 MV crosswalk warnings
06 MV one-way warnings
01 MV red light violation
01 MV speed warning
03 MV assist calls
05 parking assist calls
02 skateboard warnings
08 bicycle warnings
07 trespass warnings

Animal Control: For the month of June, there were a total of 103 animal calls. Of those, 27 were handled by the Animal Control Officer, and 20 were handled by dispatch and 56 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:

- 4 found animal calls
- 4 animal welfare checks
- 6 loose dog
- 4 lost animals
- 3 barking dogs
- 5 wildlife calls
- 1 loose livestock call

During the month, ACO Ladisheff received 88 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 June, the K-9 Unit conducted a total of 20 hours of training and used the K9 seven times.

On June 2nd, the K9 was used to track a suspect who stole beer from the Central Avenue Shell. The beer and some of the suspect's clothing was located but the suspect was not immediately found.

On June 10th, the K9 was used to track a suspect who stole items from a vehicle that had been parked in the Bellamy Park lot. The track went through the woods, the park area, and into the Westgate Drive area. The team successfully located some property belonging to the victims and the suspect was also located in the area.

The K9 was used on June 10th to search students' bags at St. Thomas Aquinas High School during graduation and before the graduates left for their Last Blast celebration. Similarly, on June 13th, the K9 was used to check the bags of Dover High School graduates during their graduation and before they left for their overnight Project Graduation trip.

On June 17th the K9 was used to track a suspect involved in a hit and run accident and left the scene on foot. The track headed into the woods and was lost in a marshy area near the suspect's home.

On June 18th, the K9 was used to try to track a suspect that broke into the Hilltop Fun Center. The dog tracked the suspect out of the building, through the parking lot and across the street to the Aquarius Pools parking lot before losing the track. That indicates that the suspect might have left the scene in a vehicle that had been parked in that lot.

On June 25th, the K9 was used for an "area search" in Durham. Officer Keefe and the K9 checked the area for any persons hiding in the woods prior to a visit to Oyster River High School by President Obama.

Communications Bureau: During the month, the Communications Bureau handled 9,856 radio transmissions, 9,164 phone calls, 325 emergency calls, 97 alarms, and 241 customers in the Police Department's lobby.

Recreation Programs: Registrations were ongoing for summer programs, including theater and summer camps. On-Track accepted more registrations and continued practices, and will have a team of 33 at the Hershey Track Regional Meet, held at the Spaulding High School Track on Monday, July 2nd. The State Meet will be held on July 6th.

The Playground Program continued to accept registrations and began on June 25th. The program is now full and will continue for 7 weeks, and includes activities at the playgrounds, transportation to the Jenny Thompson Pool, and weekly field trips.

Fun on Stage is a theater and music camp that was held June 25th – June 29th at the City Hall Auditorium. The program filled quickly but the instructor was able to add some from the waitlist. Music Theater will begin on July 9th for the older kids and is also full.

Adult fitness classes continued with Interval Toning beginning an early morning summer session on Tuesdays & Thursdays at 7:00 am. Yoga and Zumba® continued with new sessions beginning in June.

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.

Session Four of Fitness Classes began in June, a Book Club meeting was held to discuss the book “One Summer”. The Craft group continues with their crafting and Spanish sessions are taking place. The in-house ukulele band, The Silver Strummers, continue to practice at the center and they have regularly scheduled free performances at many local assisted living facilities. DCSC Mystery Luncheons continue to be held three times per month.

Visiting Nurse was checking Blood Pressure on June 14th and June 28th. She will visit again on July 12th.

Greg McCrone from the Herbal Path in Dover joined the center on June 7th at 3:30pm in the activity room. Greg presented information on many different types of vegetable plants and herbs. This hour-long presentation was open to all. This was a fun and educational event that brought in 17 seniors.

Saturday, June 23rd was ‘Planting Day at the Dover Cassily Community Garden’. 14 people planted flowers taking advantage of the beautiful weather.

Thursday, June 28th was the Senior Member Picnic. 50 members enjoyed this fun picnic.

34 seniors boarded a bus to Foxwoods Resort Casino on June 13th.

48 seniors boarded a bus to Portland, Maine on June 20th.

The Dover Senior Center welcomed 20 new members during the month of June.

The center renewed 30 memberships during the month of June.

Indoor / Outdoor Pool: The Indoor Pool started their sessions of swim lessons on June 25th. Swim lessons are 93% full at the moment.

Hydrofitness has ceased for the summer and will begin again in September.

The Jenny Thompson Pool opened to the public on June 18th and has been very busy with camps such as Berwick Academy, St. Mary’s and Tri-Star, Kittery Recreation, Eliot Recreation as well as the City of Dover summer camps.

During the month of June the Jenny Thompson pool hosted three weekend long swim meets that were all well attended.

Swim teams such as SSA, Oyster River, Exeter, Cannonball and the Pirates have been taking advantage of both facilities and practicing on a regular basis.

Lap Swimmers ID Pool: 75 swimmers per day
Lap Swimmers JT Pool: 20-30 swimmers per day
Rec Swim JT Pool: between 150 and 400 swimmers per day

Ice Arena: The Dover Arena is currently in our annual maintenance shut down for the month of June. This offers the opportunity to do necessary maintenance on all of our equipment, complete scheduled preventative maintenance on equipment and doing some general cleaning and painting for the upcoming season.

There is a great deal of activity at the arena with registration signups for our summer programs and the start of Camp Kool. Summer camp is full once again this summer with 50 campers enjoying the arena facility, and grassy areas around the arena and the Jenny Thompson Pool.

The arena will be open for summer skating programs and events on July 8, 2012.

DEPARTMENTAL COLLABORATION & ENHANCEMENTS

The Library Director has subscribed to GrantStation database and has informed other department heads of this availability at the library. "GrantStation is a powerful resource for efficiently connecting grantseekers with accurate information about grantmakers based throughout the world. The GrantStation website offers paid Members access to a database of U.S. and international grantmakers, links to funding agencies in all 50 states, and information on U.S. federal grant programs."

The Public Library added two new items (at no cost to the City) for patrons to borrow: a museum pass for Castle in the Clouds in Moultonborough (paid for by the Friends of the Library) and an Orion 4.5" StarBlast telescope (requested from and gifted to us by the NH Astronomical Society). Since adding the telescope in June, 17 patrons have added their names to our waiting list to borrow this instrument for a one-week loan period.

Dover Public Library's Technology Librarian assisted the school libraries with 8 system administration issues.

The Dover Public Library loaned 132 items to the Dover schools and borrowed 31.

The Library Director attended the NH State Library "Digital Summit" to discuss cooperative purchasing of digital content and ebooks.

The Library took advantage of June specials from two vendors. One was to enroll in the Overdrive Advantage Program for the purchase of ebooks. The other was to subscribe to two online databases from Cengage/Gale, for auto repair (Chilton's manuals online) and for finding and printing commonly needed legal forms.

The Library Director utilized citizens' donations, designated for "Library Materials" in the Community First green envelopes which were distributed with tax bills, to start a supplemental ebook collection solely for the use of DPL borrowers.

To meet demand and satisfy customer requests, the Dover library borrowed copies of popular and reading-list books from the Dover school libraries to be housed at the public library for the summer while school libraries are closed.

The Fire Department covered the City of Portsmouth with an Engine Company while they attended the funeral of one of their active members who died of cancer.

The Department of Planning and Community Development worked in June to review processes associated with subdivision of land. This analysis included a review of the department's standard operating procedures and discussions with planning departments in the region.

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
- Emerald Lane
- Property at the intersection of Ham and Park Streets
- Olive Meadow Lane

The Town of Barrington provided grading of dirt road services in Dover this month for the exchange of Jet Truck services to be provided at a later date by Community Services staff. This is the second year the city has exchanged these types of services with the Town of Barrington.

Community Services provided instruction on the City water supply for Fire Department members with Engineer designation. This 4 hour class was important and well delivered by Bill Boulanger.

Fire Truck 1 participated with the Dover Middle School for their annual egg drop and personnel spent 3 hours with the middle school students working on their experiments.

The Department gave a safety talk to the Recreation Department's new councilors.

A CPR class was administered to new police officers.

Department members supported the EMT State practical exam for the CTC DHS class. This 6 hour NH State EMS test was performed at the South End Station.

Department members supported the Firefighter 1 practical written and practical exam for the CTC DHS Fire 1 class. This was a NH Fire Standards and Training level exam performed at the South End Station over 2 days.

PLANNING & ZONING

Planning and Community Development staff worked in June 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 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.

Drainage work was completed and vandalism concerns along the Fisher Street to Folsom Street portion was reviewed and corrected.

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 kick off was in June and 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

- Approved the Housing Partnership project on Dover St (42 Units), including a conditional use permit for reduced parking.
- Approved a waiver from Impact Fees for the HUB
- Accepted an application for a Site Plan Review of 60 units of Congregate Care on Grapevine Drive - A Site walk was set for July 14th.
- Approved a minor subdivision of land on Gulf Road to create 3 new lots.
- Offered feedback on the Master Plan Visioning Chapter - A public hearing is scheduled for July 24th
- Posted zoning amendments. Public notices will be developed and distributed - A public hearing is scheduled for July 24th

Zoning Board

- Tabled a variance request for Robert F. Fisher (Owner: Anne E Revocable Trust), 49 Littleworth Road from Section 170-12A of the Zoning Ordinance - This will allow a lunch cart on the property where lunch carts are not a permitted use in the R-20 District.
- Granted a variance request for Santo (Owners: Stephen & Marilyn Carter, Stephen YC Mau Revocable Trust, Jason & Sheri Santo), 1-5 Crown Point Drive from Section 170-33.A of the Zoning Ordinance - This allows the construction of a six (6) ft. fence in the front yard (located along Back River Road and Crown Point Drive) where a maximum height of three (3) ft. is permitted.
- Granted a variance for Rensselaer Properties, Ltd., 142 Broadway, from section 170-12A of the Zoning Ordinance - This allows the applicant to use the first floor of the existing structure for a beauty shop and the remainder of the proposed consolidated structure as two (2) dwelling units. Use and setback variances were needed.
- Granted a variance for the Mikula Family Revocable Trust, 52 Upper Factory Road from Section 170-12.A of the Zoning Ordinance - This allows construction an 8 ft. by 32 ft. front porch addition to be located 16 feet from the front property line where a minimum front yard setback of forty (40) feet is required in the R-40 District.

Conservation Commission

- Discussed the proposed Municipal budget and the ongoing concerns with the Washington Highlands Easement Management Plan.

Transportation Advisory Commission

- Tabled a request for a parking restriction on Industrial Park Drive.
- Had a Presentation of Scenic Byways Application Request by Strafford Regional Planning Commission
- Tabled a request to reduce speed on Oak Street pending a traffic study.
- Were updated on COAST bus route changes.
- Were updated on the Traffic Calming Project.

Energy Commission

- Discussed goals and projects Commission members would like to undertake.

Hawk Planning Consultants presented the final report of the Master Plan visioning chapter to the Planning Board on June 12. The Board also discussed the plan in June 26. A Public Hearing is scheduled for July 24.

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 June 26th, and posted amendments to the zoning code.

June's Planning Board workshop had two topics, the Master Plan visioning chapter and an update on the Thornwood Commons concept plan.

CITY GROUNDS – FACILITIES & PARKS

Facilities and Grounds employees conducted the normal day-to-day maintenance, clean-up and grounds maintenance of municipal buildings. Custodial duties were performed at the Public Works Facility, City Hall and train station, as well as filling in at the library and McConnell Center as needed. Crews continued to handle daily requests for service at the City Hall and Police Department offices. A new leak in the roof at City Hall was identified and is expected to be repaired the first week of July.

Mowing, trimming and trash cleanup continued on a daily basis throughout the City. Employees finished and painted the meter shed at the Shaw's Lane athletic fields. Employees assisted with the Liberty Mutual service day at Garrison Hill Park. With assistance from the Public Works crew, the area at the bottom of the tower was cleared from all brush and exposed so it could be painted along with the tower. Employees weeded and mulched various flower beds around town that were in need of attention. In Henry Law Park, the outlets at the stage were replaced and the speaker repaired twice as the vandalism is still occurring. The Rotary volunteers repainted the stage for the upcoming concert season.

Bulbs and photo eyes in the décor lights continued to be replaced as needed. Several lenses were also replaced in various traffic signals throughout the city. Sign work continued with the posting of signs for new developments and the replacement of existing signs and posts as needed. Tagging of signs has continued to be an issue, with new areas being targeted.

GENERAL UPDATES

The Fire Department participated in the state CPAT testing. This is a Candidate Physical Ability Test that is used as part of the Fire Department hiring process.

With Board of Trustees approval, the Library Director amended the policy on “Unattended Children”, raising the allowable age to be left alone without a parent or guardian at the library to age eight.

Heritage Walk booklets (1979—2007) are being converted from print and posted on library website for historical value of their content.

Construction of the Public Library skylight replacement dormer began June 1 and should conclude by mid-July.

The Library Director engaged the Children’s Museum staff to present a program at the library on nocturnal animals for the summer reading program.

Library hosted 75 meetings (14 Lecture Hall; 32 Trustees Room; 29 in Learning Center and 1,610 hours of free public Internet access via library PCs were provided in June.

The Fire Department put a new ambulance in service. Driver training and mounting of all equipment happened in less than ten days. The Fire Chief also changed designation of these vehicles from Rescues to Ambulances to conform to NFPA and local standards. This included the State vehicle inspection.

Johnson Controls, Inc. (JCI) has completed the second 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. Savings realized by the project during FY2012 through the first three quarters & April totals 683,525 kWh & 1,638 kW (\$83,704), 11,348 MMBTU’s (\$147,054) and 987 kGals of water/ sewer savings (\$10,898). Operation and maintenance (O&M) savings and capital cost avoidance stipulated in the performance contract through April 2012 totals \$23,630. FIM 11 Icemax costs are \$7,980. Therefore, the total fiscal YTD savings amount to \$257,307. The report can be viewed at www.dover.nh.gov, under “Current City Reports.” The report is titled: Johnson Control M&V Report 2nd Quarter Report.

Auditors from the Department of Housing and Urban Development reviewed the City’s Community Block Grant Program in June. Staff coordinated making files accessible and available to auditors. The one day audit will result in suggested areas of improvement in the program, and staff will review those suggestions in a timely and responsive manner.

In addition to the construction activity reflected on the attached Subdivision spreadsheet, permits were also issued for the construction of a single-family dwelling on Tolend Rd, the stair tower in the mill building in preparation for the construction of the 120 approved apartments/condos, as well as a small office building on Dover Point Rd.

CITY OUTREACH

Fifteen Citizen Attitude and Opinion Surveys were mailed out in June by the Police Department. No surveys were returned.

Library staff strives to communicate daily with borrowers, patrons, friends, and community residents through frequent blog, Facebook, Pinterest and Twitter postings. Currently, they have over 1000 blog readers per month, 736 Facebook followers, 156 Pinterest board followers, and 436 Twitter followers.

Monthly print and electronic newsletters promote library events and programs, and invite in-person participation.

Monthly art exhibits at the Public Library draw many in-house visitors.

The Department of Planning and Community Development continued to update its blog, face book page and twitter feed to communicate with the public. The Department of Planning and Community Development has 165 Facebook (City of Dover NH Planning) friends and 300 followers on Twitter (@DoverNHPlanning). During the month of June, four (4) Planning blog posts were drafted, two looking at traffic calming, one on job interviews, and two on the recently completed Master Plan Vision Chapter. The blog has been relocated to <http://dovernhplanning.tumblr.com> and had over 400 page views in the month of April, which brings the total page views to over 11,000 for the blog.

The Department of Planning and Community Development promoted the Dover Community Trail through the facebook fan page for the trail (with 345 fans), as well as a Sustainable Dover facebook fan page (with 140 fans).

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 Land Use ordinance amendments.

The Assistant City Planner and the Economic Development Director continue to develop outreach materials for businesses on Dover's sign regulations.

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

- NH Coffee on Sumner Drive
- 475 Tolend Road
- 28 Dover Point Road
- Thornwood Commons project
- 6 Dover Point Road
- Temple Israel
- 46 Arch Street
- Various properties owned by Robbins Auto Parts Realty
- Dover Community Garden
- Dover Fields project on Durham Road.

The Mounted Unit has been tasked with increasing their presence in the downtown area and to enforce and educate citizens with regards to crosswalk regulations.

The Fire Department participated in a Touch a Truck Open House at Rite Aid on Central Avenue. It was cut short due to inclement weather. Both the Engine Company and Ambulance did a safety presentation at a summer camp (Toys 4 Fun).

ACKNOWLEDGEMENTS & EVENTS

The Director of Planning and Community Development has been invited to be a member of a regional advisory group working on standards for transportation, energy, and environmental agencies from 11 states and the District of Columbia (Connecticut, Delaware, D.C., Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont). The Director is one of two representatives of New Hampshire.

The Director of Planning and Community Development participated in planning for the LGC Municipal Law Lecture series for the fall. The Director will be one of the featured speakers in the series about planning law. The topic will be innovative zoning, and will focus on Dover's lead in the region on tackling innovative land use regulations and policies.

The Fire Department said good bye to one of our senior Firefighters. Mark Rutherford retired after 25 years.

The Dover Baptist Church performed an appreciation breakfast for Police and Fire services at the North End Station.

PROFESSIONAL DEVELOPMENT

Inspectors from the Inspection Division attended an International Association of Electrical Inspectors seminar on "Emergency and Standby Systems" hosted at the N H Fire Academy in Concord.

Dover Fire & Rescue hosted an Emergency Management training course, ICS300, for department heads and key personnel within the Fire, Police, and Community Services Departments. The 24 hour course was taught by certified instructors with the New Hampshire Fire Academy. This course utilizes terminology that allows members in an Emergency Operations Center to work with members in the field during large scale events to quickly reduce and stabilize these types of events.

Dover Fire personnel have been taking full advantage of training opportunities offered through a grant with the New Hampshire Fire Academy. Through the grant offering, NHFA will reimburse Dover Fire for employee overtime to attend training sessions and overtime for personnel that backfill for on-duty employees using professional time to attend. During the months of May and June employees attended training sessions as follows:

- 15 employees – Rescue Skills
- 3 employees – Swift Water Rescue
- 1 employee – H806 ICS
- 1 employee – ICS 400
- 10 employees – HazMat Refresher
- 3 employees – Rope Rescue Operations
- 23 employees – ICS 300
- 1 employee – HazMat Decon
- 9 employees – HazMat Tech

2 employees – MGT 366 – Legal Issues & Disasters

Dover Fire will continue to capitalize on this grant opportunity for as long as it is available.

Dover hosted the New England Emergency Response Exercise for Rail Emergencies. Fire Departments from Maine, New Hampshire and Massachusetts attended this two day class at the rail yard off Oak Street. Amtrak, Gilford Rail and many other agencies provided outstanding opportunities for Rail Emergencies.

Capital Improvement Projects Update

Community Services Department

June 2012

STREET IMPROVEMENTS

- Current: The paving bid has been awarded to Brox Industries. Paving will begin in late July.
- Previous: The new paving is currently out to bid.

APPLEVALE RECONSTRUCTION

- Current: New gravels have been installed on Hawthorn Road and will soon be installed on Applevale Drive. The gas company continues to replace gas mains within the project area. Various sewer and water services continue to be replaced.
- Previous: The water main is being installed on Hawthorne and various sewer and water services are being replaced in the project.

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 complete and operational. Design is underway for two additional major treatment systems. One will be on Roosevelt Ave and the second will collect stormwater from Glencrest Avenue and Horne Street. Both systems will improve runoff problems and result in improved water quality. Stream restoration work in Berry Brook, located on the Sixth Street Station property, will occur this summer.
- Previous: 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.

NORTH END PRESSURE

- Current: The water tank is near completion. Some internal and external piping needs to be done. The driveway to the facility will be reconstructed towards the end of July. The water main contractor has completed the water main and services on Sixth Street and is working on punchlist items to finish. The booster pump station is near completion and is only waiting for some electrical components from the factory to finish the electrical work.

- Previous: 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.

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.

TOLEND LANDFILL REMEDIATION

- Current: The system start-up is currently underway and optimization of the operation will be ongoing for the next couple of months. It is expected that the system will transition to full operation and maintenance mode in the fall.
- Previous: The project construction is complete and punch list items are all that remain. The system start-up is currently underway and optimization of the operation will be ongoing for the next couple of months.

RIVER ST PUMP STATION UPGRADE

- Current: Performance issues have arisen with the pumps and are being addressed by the contractor, manufacturer and engineer.
- Previous: The installation of pumps has started.

Total Permits Issued: June 2012

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
12-049	C&CS WEBB PLACE, LLC	17	WEBB PLACE	FOR INT. RENO. TO CONVERT TO A RES	C	D	2-A	250000	2525
12-129	LEAVITT	99	COLUMBUS AVENUE	CHANGE OF USE TO K9 TRAINING AND	C	G	27	0	50
12-147	COCHECO MILLS HOLDINGS,	100	MAIN STREET	SELECTIVE INTERIOR DEMOLITION	C	3	63	50	50
12-152	FORTUNA NORTH, LLC	343	SIXTH STREET	INT. TENANT FIT-UP OF MEDICAL OFFIC	C	D	17-F	720000	7225
12-157	ALLIS	5	MAIN STREET	TO DEMO. & REPLACE/CONST. A REAR	C	23	11	60000	625
12-167	BJ REALTY	83	MAIN STREET	RENOV./REMODEL INT. OF SPACE FOR	C	3	31	3500	65
11-366	STF DEVELOPMENT	10-15	APPALOOSA DRIVE	CONST. A MULTI-FAMILY 6 UNIT DWEL	R	I	18-1	648000	6505
12-048	ESTES	42	LABRADOR LANE	CONST. A SFD W/ATT. GARAGE	R	A	51-9-6	410000	4125
12-056	DEMBOWITZ	57	THIRD STREET	UNIT "B", CONST. AN EGRESS BALCONY	R	31	21	1000	35
12-068	HARRELL	19	BELKNAP STREET	RECONSTRUCT PORCH ROOF	R	10	73	3400	65
12-083	STEPANEK	191	SPUR ROAD	REMOVE&REPLACE/CONST. AN ACCES	R	L	47-B	43000	455
12-084	MASTEROBATISTA	32	LISA BETH CIRCLE	CONST. A FRONT FARMERS PORCH AD	R	H	44-R	15000	175
12-093	DOVER POINT PROPERTIES DE	15	SHORE LANE	CONST. SFD W/ATT. GARAGE	R	L	89G-3	190000	1925
12-119	KOIRALA	32	EZRAS WAY	FINISH SECTIONS OF BASEMENT FOR A	R	F	23A-0	15000	175
12-121	EISENMANN	20	SUSANNAHS CROSSING	CONST. A REAR DECK ADDITION	R	F	23A-3	3000	55
12-126	FONTAINE	544	TOLEND ROAD	CONST. AN ACCESSORY STRUCTURE (D	R	C	28	60000	625
12-127	PELLETIER	25	FAIRWAY DRIVE	RENOV./REMODEL THE KITCHEN	R	N	14V	28000	305
12-136	RAYMOND	7	GOVERNOR SAWYER LANE	CONST. A REAR 1-STORY ADDITION FO	R	17	166	61300	635
12-137	GREYSTONE BUILDERS, INC.	144	TOLEND ROAD	CONST. A SFD W/ATT. GARAGE	R	F	2-3	150000	1525
12-138	ROGERS	17	TENNYSON AVENUE	CONST. AN ACCESSORY STRUCTURE (D	R	21	61	10700	135
12-139	MCKEASNEY	23	NEW ROCHESTER ROAD	RNEOV./REMODEL A BATHROOM	R	39	27	6500	90
12-141	FOORD	132	COURT STREET	132 1/2, REAR DECK ADDITION	R	21	7A	3800	65

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
12-142	DEMARAY	197	HENRY LAW AVENUE	CONST. AN ACCESSORY STRUCTURE (D R	R	21	21-26-	24500	275
12-143	STARRATT	78	OLD ROCHESTER ROAD	RENOV./REMODEL KITCHEN & BATHRO R	R	A	13D	4000	65
12-144	FARMER	338A	WASHINGTON STREET	CONST./INSTALL AN INGROUND SWIM R	R	G	11-1	22400	255
12-145	EMERALD LANE DEV., LLC	80	EMERALD LANE	FINISH SECTION OF BASEMENT FOR AD R	R	F	22A-8	6000	85
12-146	OSBURN	366	MIDDLE ROAD	CONST. AN ATTACHED GARAGE & BRE R	R	M	80C	35000	375
12-148	SNOW	8	TOWLE AVENUE	CONST./INSTALL AN INGROUND SWIM R	R	A12	157	18500	215
12-149	FIRST RATE REALISTATE	32	HAM STREET	INTERIOR REMODEL	R	27	89A	56000	585
12-150	LUDWIG	18	RICHARDSON DRIVE	EXPAND A SIDE DECK ADDITION& CON R	R	F	54	5900	85
12-154	GRAYSTONE BUILDERS, INC.	140	DOVER NECK ROAD	CONST. A SFD W/ATT. GARAGE	R	M	95	140000	1425
12-156	EMERALD WOODS DEV., LLC	84	EMERALD LANE	CONST. A SFD W/ATT. GARAGE	R	F	22A-9	248000	2505
12-158	LEE	10	CONIFER COMMONS	REAR DECK ADDITION	R	E-19	00100	3400	55
12-159	CHABOT	14	WESTWOOD CIRCLE	CONST. A REAR FREESTANDING DECK R	R	F	18U	5500	85
12-160	MEYER	36	WILDEWOOD LANE	CONST. A READ DECK ADDITION	R	B	4-29	13000	155
12-161	BURDWOOD	1	CEDARBROOK DRIVE	REPAIR SAGGING RIDGE & INSTALL PA R	R	32	36	10000	125
12-163	FURGESON	16	ARCH STREET	CONST./INSTALL A MASTER BATHRM I R	R	11	12	15300	185
12-166	WYDRA	29	CHERRYWOOD DRIVE	CONST./INSTALL AN ABOVE GROUND S R	R	B	4-67	6700	95
12-168	ANDERSON	77	SPUR ROAD	FINISH BASEMENT FOR ADDITIONAL LI R	R	L	15D	9000	115
12-169	DOVER NARROWS, LLC	44	WISTERIA DRIVE	CONST. A SFD W/ATT. GARAGE	R	N	8-3-4	195000	1975
12-170	LEARY	2	APACHE STREET	CONST. A FRONT FARMERS PORCH AD R	R	A	15B	3000	55
12-174	ARNOLD	8	ALDER LANE	CONST. A FRONT DECK ADDITION/EXP R	R	D	18-1	6000	85
12-175	SASKER L. DEBOER	11	NICHOLAS CIRCLE	FINISH BASEMENT FOR ADD. LIVING AR R	R	B	18-19	15000	175
12-176	DEGEORGE	87-89	SIXTH STREET	REPAIR/REPLACE FRONT PORCH	R	35	12	2000	45
12-177	SALVATORE	22	SCHOONER DRIVE	CONST. REAR 3 SEASON PORCH W/DEC R	R	M	96A-2	20000	225
12-184	BANKER	126	COURT STREET	REMOVE & REPLACE REAR DECK ADD. R	R	21	4A	28500	315
12-188	SALEHKAR	70	GLENWOOD AVENUE	INSTALL AN INGROUND POOL	R	E	9-10	18000	205

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
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Total Permits Issued: 47

Total Construction Value: \$3,592,950.00

Total Fees Collected: \$37,200.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	1	Change of Use	0
Commercial Renovations	5	Commercial	1
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	6	Industrial	0
Industrial	0	Renovations	4
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	6	Single Family Dwellings	7
Renovations Dwelling Unit	25		0
Demo. of a Dwelling Unit	0	Total	12

PLANNING BOARD APPROVED PROJECTS

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PE SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE#	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
Multi-Family:														
Cochecho Falls Mills	Central Ave	A	120	0	120	12/20/2011	11/28/2011	Site	P11-60	3	3	12/20/2015	H	13.2
Brick Road	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	3	4	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	9	8	1	7/19/2011	3/23/2010	7/19/2011	P10-50	A	45-A2	7/19/2016	H	3.33
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	14	1	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	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	5	0	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	9	2	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	19	6	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			366	170	196									142
TOTAL APPROVED UNITS			701	241	460									157
Elderly:														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	48	27	21	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	26	37	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			111	53	58									
APPROVED + ELDERLY			812	294	518									157

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
 C:\Users\bessettec.DOVERNET\Desktop\CM Report\2012\July 2012\Copy of Subdivisions

PO Date	PO No.	Vendor Name	Amount	DAC
6/27/2012	201212232	PUBLIC SERVICE CO OF NH-CITY	\$5,116.57	City Finance Office
6/5/2012	201211383	MADBURY NH, TOWN OF-TAX COLLECTOR	\$5,271.00	Community Services Department
6/21/2012	201211959	JP TOWLE CONSTRUCTION CORP	\$5,515.00	Planning
6/18/2012	201211775	GOVCONNECTION, INC.	\$5,662.30	Executive
6/5/2012	201211297	PUBLIC SERVICE CO OF NH-CITY	\$5,756.55	City Finance Office
6/28/2012	201212283	PUBLIC SERVICE CO OF NH-CITY	\$6,068.82	City Finance Office
6/18/2012	201211774	PUBLIC SERVICE CO OF NH-CITY	\$6,413.73	City Finance Office
6/26/2012	201212145	GLOBAL MONTELLO GROUP, LLC.	\$6,665.66	City Finance Office
6/11/2012	201211537	REEVES LANDSCAPING & PROPERTY SRVS, LLC	\$7,680.00	Community Services Department
6/12/2012	201211574	SHI INTERNATIONAL CORP	\$7,779.50	Executive
6/28/2012	201212282	PUBLIC SERVICE CO OF NH-CITY	\$8,021.07	City Finance Office
6/27/2012	201212268	ENVELOPES & PRINTED PRODUCTS, INC.	\$8,600.00	Executive
6/18/2012	201211767	STATE OF NH-DOT	\$8,664.16	Police
6/19/2012	201211888	ELLIOT HOSPITAL	\$8,940.00	Fire and Rescue
6/20/2012	201211936	STATE OF NH-DOT	\$9,637.94	Community Services Department
6/11/2012	201211540	JEFFREY H TAYLOR & ASSOCIATES	\$9,950.00	Community Services Department
6/18/2012	201211776	DLT SOLUTIONS, LLC	\$9,999.00	Executive
6/19/2012	201211886	TRI-STATE SEALCOATING & PAVING, INC.	\$10,000.00	Recreation
6/11/2012	201211541	MICK CONSTRUCTION, INC.	\$10,850.00	Community Services Department
6/7/2012	201211469	BAYRING COMMUNICATIONS	\$11,931.63	City Finance Office
6/28/2012	201212319	BRUTON & BERUBE, PLLC	\$12,500.00	City Finance Office
6/5/2012	201211300	STANDARD & POORS FINANCIAL SERVICES, LLC	\$12,750.00	City Finance Office
6/6/2012	201211392	PUBLIC SERVICE CO OF NH-CITY	\$13,273.09	City Finance Office
6/28/2012	201212318	PUBLIC SERVICE CO OF NH-CITY	\$13,304.46	City Finance Office
6/11/2012	201211509	CITY OF DOVER-GENERAL FUND	\$15,000.00	Recreation
7/3/2012	201212431	CCMSI	\$24,862.54	Executive
6/5/2012	201211295	FIRST SOUTHWEST COMPANY	\$25,500.00	City Finance Office
6/6/2012	201211391	PUBLIC SERVICE CO OF NH-CITY	\$27,792.58	City Finance Office
6/28/2012	201212310	HILLTOP CHEVROLET	\$30,743.00	Fire and Rescue
6/12/2012	201211589	EDWARDS WILDMAN PALMER LLP	\$33,500.00	City Finance Office
6/28/2012	201212316	HILLSBORO FORD, INC	\$33,503.00	Community Services Department
6/19/2012	201211812	CCMSI	\$33,511.70	Executive
6/27/2012	201212206	TRI-STATE SEALCOATING & PAVING, INC.	\$36,039.00	Community Services Department
6/6/2012	201211466	CCMSI	\$37,764.55	Executive
6/26/2012	201212144	PUBLIC SERVICE CO OF NH-CITY	\$38,133.10	City Finance Office
6/28/2012	201212281	MAHER CORPORATION	\$50,000.00	Community Services Department
6/6/2012	201211467	SHEEHAN, PHINNEY, BASS & GREEN	\$50,496.72	Executive
6/28/2012	201212320	ROBERT STACKPOLE	\$237,500.00	City Finance Office
6/7/2012	201211470	BROX INDUSTRIES, INC.	\$972,950.00	Community Services Department

City of Dover

Bid Solicitation Report

For June 2012

7/3/2012

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				WWTF Biosolids Disposal	
B12085	06/06/2012	06/26/2012			
Community Services				Dover Safe Routes to School Grant Consulting Services	
B12038	06/07/2012	07/02/2012			
Community Services				Sidewalk for Central Ave from Hough Street to Oak Street	
B12089	06/07/2012	06/25/2012			

Total for

Grand Total All Departments

City of Dover

Revenues of Major Funds June 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	\$ 9,320,410	\$ 63,404,037	98.0%	\$ 1,264,578	\$ -	\$ 1,264,578	(2.0)%
Licenses & Permits	4,149,130	356,831	4,226,232	102.0	(77,102)	-	(77,102)	(1.9)
Intergovernmental	2,077,863	8,001	2,111,335	102.0	(33,472)	-	(33,472)	(1.6)
Charges for Services	3,026,600	145,220	3,252,858	107.0	(226,258)	-	(226,258)	(7.5)
Miscellaneous Revenue	502,317	19,740	265,631	53.0	236,686	-	236,686	47.1
Education	12,754,376	509,820	12,300,344	96.0	454,032	(788)	454,821	3.6
Operating Transfers In	168,725	-	-	0.0	168,725	-	168,725	100.0
Sub-total : 1000 General Fund	\$ 87,347,626	\$ 10,360,022	\$ 85,560,436	98.0%	\$ 1,787,190	\$ (788)	\$ 1,787,978	2.0%
3213 Parking Activity Fund								
Parking Income	\$ 450,725	\$ 31,356	\$ 394,688	88.0%	\$ 56,037	\$ -	\$ 56,037	12.4%
Parking Fines	125,000	8,486	184,127	147.0	(59,127)	-	(59,127)	(47.3)
Sub-total : 3320 Residential Solid Waste	\$ 575,725	\$ 39,842	\$ 578,815	101.0%	\$ (3,090)	\$ -	\$ (3,090)	- 0.5%
3320 Residential Solid Waste								
Charges for Services	\$ 950,663	\$ 78,634	\$ 841,676	89.0%	\$ 108,987	\$ -	\$ 108,987	11.5%
Miscellaneous Revenue	0	47	926	0.0	(926)	-	(926)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 78,681	\$ 842,602	89.0%	\$ 108,061	\$ -	\$ 108,061	11.4%
3381 McConnell Center								
Miscellaneous Revenue	\$ 679,301	\$ 22,000	\$ 652,373	96.0%	\$ 26,928	\$ -	\$ 26,928	4.0%
Operating Transfers In	91,859	-	85,418	93.0	6,441	-	6,441	7.0
Sub-total : 3381 McConnell Center	\$ 771,160	\$ 22,000	\$ 737,792	96.0%	\$ 33,368	\$ -	\$ 33,368	4.3%
5300 Water Fund								
Charges for Services	\$ 4,315,199	\$ 185,246	\$ 2,719,001	63.0%	\$ 1,596,198	\$ -	\$ 1,596,198	37.0%
Miscellaneous Revenue	21,000	3,975	55,900	266.0	(34,900)	-	(34,900)	(166.2)
Sub-total : 5300 Water Fund	\$ 4,336,199	\$ 189,220	\$ 2,774,901	64.0%	\$ 1,561,298	\$ -	\$ 1,561,298	36.0%
5320 Sewer Fund								
Intergovernmental	\$ 46,742	\$ 7,379	\$ 46,742	100.0%	\$ -	\$ -	\$ -	0.0%
Charges for Services	5,048,527	212,305	3,050,973	60.0	1,997,554	-	1,997,554	39.6
Miscellaneous Revenue	48,334	4,544	71,695	148.0	(23,361)	-	(23,361)	(48.3)
Other Financing Sources	1,013,139	-	-	0.0	1,013,139	-	1,013,139	100.0
Sub-total : 5320 Sewer Fund	\$ 6,156,742	\$ 224,228	\$ 3,169,409	51.0%	\$ 2,987,332	\$ -	\$ 2,987,332	48.5%
Total : REVENUES	\$ 100,138,115	\$ 10,913,994	\$ 93,663,955	94.0%	\$ 6,474,160	\$ (788)	\$ 6,474,948	6.5%

City of Dover

Expenditures of Major Funds

June 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	\$ 830	\$ 329,426	84.0%	\$ 63,346	\$ 29,830	\$ 33,516	8.5%
Executive	772,361	35,610	701,354	91.0	71,007	3,424	67,583	8.8
Finance	1,597,374	104,050	1,487,687	93.0	109,686	27,831	81,856	5.1
Planning	451,177	37,160	434,760	96.0	16,417	10,224	6,194	1.4
Misc General Government	891,585	105,140	576,735	65.0	314,849	47,899	266,950	29.9
Police	6,618,054	453,023	6,260,191	95.0	357,864	74,665	283,199	4.3
Fire & Rescue	6,394,117	460,031	6,334,698	99.0	59,419	90,701	(31,283)	(0.5)
Community Service Public Works	6,854,730	536,352	5,110,048	75.0	1,744,682	428,589	1,316,093	19.2
Recreation	2,207,820	133,298	1,915,237	87.0	292,583	41,716	250,867	11.4
Public Library	1,082,599	71,084	975,143	90.0	107,457	23,080	84,376	7.8
Human Services	716,708	69,327	827,624	115.0	(110,916)	18,925	(129,841)	(18.1)
Debt Service	9,904,177	5,092,649	9,574,796	97.0	329,381	-	329,381	3.3
Other Financing Sources/Uses	1,975,493	-	545,000	28.0	1,430,493	-	1,430,493	72.4
School	41,798,357	4,047,183	37,729,128	90.0	4,069,229	3,529,919	539,310	1.3
Intergovernmental	7,303,817	-	7,303,817	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 88,961,140	\$ 11,145,736	\$ 80,105,643	90.0%	\$ 8,855,497	\$ 4,326,802	\$ 4,528,695	5.1%
3213 Parking Activity Fund								
Police	\$ 578,445	\$ 23,822	\$ 459,896	80.0%	\$ 118,549	\$ 12,013	\$ 106,535	18.4%
Sub-total : 3213 Parking Activity Fund	\$ 578,445	\$ 23,822	\$ 459,896	79.5%	\$ 118,549	\$ 12,013	\$ 106,535	18.4%
3320 Residential Solid Waste								
Community Service Public Works	\$ 999,768	\$ 61,608	\$ 759,191	76.0%	\$ 240,577	\$ 165,129	\$ 75,448	7.5%
Sub-total : 3320 Residential Solid Waste	\$ 999,768	\$ 61,608	\$ 759,191	75.9%	\$ 240,577	\$ 165,129	\$ 75,448	7.5%
3381 McConnell Center								
Recreation	\$ 775,344	\$ 343,327	\$ 684,411	88.0%	\$ 90,933	\$ 10,457	\$ 80,476	10.4%
Sub-total : 3381 McConnell Center	\$ 775,344	\$ 343,327	\$ 684,411	88.3%	\$ 90,933	\$ 10,457	\$ 80,476	10.4%
5300 Water Fund								
Community Service Public Works	\$ 4,370,539	\$ 289,183	\$ 3,913,333	90.0%	\$ 457,206	\$ 97,332	\$ 359,874	8.2%
Sub-total : 5300 Water Fund	\$ 4,370,539	\$ 289,183	\$ 3,913,333	89.5%	\$ 457,206	\$ 97,332	\$ 359,874	8.2%
5320 Sewer Fund								
Community Service Public Works	\$ 6,210,816	\$ 287,714	\$ 5,386,293	87.0%	\$ 824,523	\$ 177,595	\$ 646,928	10.4%
Sub-total : 5320 Sewer Fund	\$ 6,210,816	\$ 287,714	\$ 5,386,293	86.7%	\$ 824,523	\$ 177,595	\$ 646,928	10.4%
Total : EXPENDITURES	\$ 101,896,052	\$ 12,151,390	\$ 91,308,767	89.6%	\$ 10,587,285	\$ 4,789,330	\$ 5,797,955	5.7%

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
June 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	23,152	1,260,763	95.7	56,952	0	56,952	4.3
Expenditures	993,367	51,910	844,479	85.0	148,888	23,283	125,605	12.6
Debt Service								
Principal	242,190	223,700	242,190	100.0	0	0	0	-
Interest	74,185	36,053	74,185	100.0	0	0	0	-
	7,973	(288,511)	99,909	1,253.1	(91,936)	(23,283)	(68,653)	(861.1)