

July 11, 2012 Workshop

Councilor Catherine Cheney

Dover City Council - Charter Champion

Dover City Charter Verification and Authentication

Dover City Council 2012

Some Dover City Charter Background

1972 Dover City Charter

- 1929, 1947, 1953 - good historical reference to components of the Charter throughout and in the index
- 1953 ballot choice for changes for City Manager versus Mayor-City Council
- 1947 refers to the Hospital
- 1929 being the original Charter referendums.

Some Dover City Charter Background

1977 Charter Commission

- one of the main purposes was to offer the voters a uniform format

“The format of the proposed Charter was completely new and aimed at offering the City Council and the citizens of Dover a charter which was plainly written and understandable to the lay citizen.”

transmittal letter (page B)

Some Dover City Charter Background

1977 Charter Commission

- Emphasis on preserving format, grammar
- Special notation to not change, retype or touch the Charter lest the entire meaning be changed
- Sections were grouped, indenting and references maintained

Some Dover City Charter Background

1977 Charter Commission

- Sections and Provisions added to ensure future preservation of the Code including the Charter
- One such Section was **C11-8.** (now C11-10)
Authentication of Charter; copies to be kept on file.
- C11-8 (now C11-10) ensures protection of the format of this important document.

1977 Charter Commission Report
re: Section 11.8 Maintenance of the Charter

Notes Regarding Section C11-8 (now C11-10)

“The Committee deems this section and other similar provisions in this charter to be of extreme importance. One of the problems with the old charter was the lack of any fixed responsibility relative to its care and maintenance.

.....

1977 Charter Commission Report
re: Section 11.8 Maintenance of the Charter

.....

The city charter should not be reproduced from time to time except under the most careful controls and super-vision as the smallest typographical or grammatical error may alter the meaning of the entire charter.”

Notes Regarding Section C11-8 (now C11-10)

It is our duty to authenticate and sign the Charter

Dover City Charter

ARTICLE X

GENERAL PROVISIONS

C11-10. Authentication of Charter; copies to be kept on file. [Amended 09-05-90; approved at 11-06-90 Election]

Upon adoption, the Official Charter, duly authenticated by affixing the signatures of all members of the City Council, the City Clerk and the City Seal, shall be filed with the City Clerk and remain in the Clerk's office as the Official Charter of the City of Dover. All amendments to this Charter shall be authenticated in a like manner and filed with and remain a part of the Official Charter. The City Clerk shall be responsible for the proper maintenance of the Charter, under the direction of the City Manager, with advice of legal counsel. Copies of the Charter shall be available to the public, and the City Clerk may charge a nominal cost to help defray the printing costs. Bids for the printing and binding of the Charter shall be in accordance with the provisions of C6-16 of the Charter.

It is our duty to authenticate and sign the Charter

Dover City Charter

ARTICLE X

GENERAL PROVISIONS

**C11-10. Authentication of Charter; copies to be kept on file.
[Amended 09-05-90; approved at 11-06-90 Election]**

“Upon adoption, the Official Charter, duly authenticated by affixing the signatures of all members of the City Council, the City Clerk and the City Seal, shall be filed with the City Clerk and remain in the Clerk's office as the Official Charter of the City of Dover. All amendments to this Charter shall be authenticated in a like manner and filed with and remain a part of the Official Charter.”

1977-2005 Links to Documents

[Dover City Charter 1993](#)

[Dover City Charter](#)

[Pre-Charter Commission 2004/05](#)

1977-2005 Links to Documents

2004/05 Voters decided to have a Charter Commission:

[Fosters-Special Election - Charter Commission](#)

[Fosters - Dover Charter Election set for January](#)

[Dover Community – Candidate Profiles](#)

[2005 Charter Commission Agendas and Survey](#)

[2005 Charter Commission Minutes](#)

2005 Charter Commission

2005 Charter Commission Final Report

2005 Ballot for Voters to Amend and Approve

Dover City Charter 2006

2005 Charter Commission

This is our Constitution it defines our Government



2005 Charter Commission

Notations and Footnotes serve a purpose

As in 1977 the 2005 Commission feels that all the annotations are important



2005 Charter Commission

Only the people can change the Charter



State Constitution

PART FIRST- BILL OF RIGHTS

[Art.] 39. [Changes in Town and City Charters, Referendum Required.] No law changing the charter or form of government of a particular city or town shall be enacted by the legislature except to become effective upon the approval of the voters of such city or town upon a referendum to be provided for in said law. The legislature may by general law authorize cities and towns to adopt or amend their charters or forms of government in any way which is not in conflict with general law, provided that such charters or amendments shall become effective only upon the approval of the voters of each such city or town on a referendum.

November 16, 1966

2007 Charter Amendments and Approval

Dover City Council votes to put an At-Large School Board option on the ballot:

[2007 Amendment 1 - School Board at-Large Resolution and Secretary of State letters](#)

Citizen's Petition City Hall for a Spending Limitation put on the ballot:

C6-3.1 Limitation on Property Tax Levy Increase

[2007 Amendment 2 - Budget Limitation and Secretary of State letters](#)

[2007 Ballot Approves Amendments 1 & 2](#)

2011 Redistricting and Tax-Cap Amendment

2011 Dover City Council votes to amend the Charter section **C1-3. Boundaries of wards** as a result of the 2010 Census

2011 Dover City Council votes to change **C6-3.1 Limitation on Property Tax Levy Increase**

[2011 Resolutions and Secretary of State letters](#)

Voters will vote to Approve:

[2011 Ballot to Approve Amendments 1 & 2](#)

2011 Charter Altered On-line

Dover's City Charter on-line version...

***"C6-3.1 Limitation on Budget Increase
{Editor's note: Budget increase limitation
language was added 11.7.07; removed due
to New Hampshire Superior Court decision,
Cashin V. Manchester dated November
2010}"***

2011 Charter Altered On-line

Once reported a disclaimer is added...

“* Please Note: official versions are maintained by the city clerk and the on-line versions should not be relied upon as the official current version as updates/additions may take effect prior to posting on web site”

2012 Charter Authentication

January - Council Goal-Setting workshop

- Goal going forward → document in a presentation format issues and topics to give the foundation, historical events, a path; to help the public, Councilors, everyone wanting that information.
- Goal discussed to have a Councilor champion for issues that the Council would address.
- Councilors at workshop had differing Charters.

2012 Charter Authentication

January 25 resolution:

R-2012.01.25-8 Authentication of the City Charter Resolution to Authenticate the Charter

- Did not have Charter as background material for authentication.
- Request for Charter for the resolution led to over 7 different versions of the charter being distributed to date.

2012 Charter Authentication

- During the last few months the Council Champion for the Charter has looked at Charters and related documents; Amendments, Approvals, letters, ballots, Charter Commissions reports from the City Clerk's Office and the Secretary of State
- Wording, formatting, notation has been changed and entered incorrectly these must be corrected, restored to be signed as authentic

2012 Charter Authentication

The Table of Contents

Snapshot after Charter Commission – consistent with prior Charters

Green Code Book – Charter Table of Contents 2006

<i>DOVER CODE</i>	
THE CHARTER	
ARTICLE I	
INCORPORATION; CITY AND WARD BOUNDARIES	
C1-1.	Incorporation
C1-2.	Establishment of Wards
C1-3.	Boundaries of wards
ARTICLE II	
ELECTIONS	
C2-1.	Conduct of elections
C2-2.	Ward officers
C2-3.	(Reserved)
C2-4.	Composition of Board of Supervisors of Elections
C2-5.	Duties of Board
C2-6.	Sessions of Board
C2-7.	Qualifications of voters
C2-8.	Filing of declaration of candidacy
C2-9.	Preparation of ballots
C2-10.	Absentee ballots
C2-11.	Contested elections/Recounts
C2-12.	Preservation of ballots
C2-13.	Display of campaign materials at polling place restricted
ARTICLE III	
CITY COUNCIL	
C3-1.	Membership; term of office
C3-2.	Organizational meeting

*Table Of Contents consistent with Table Of Contents of the past, after Charter Commissions design and review and voter approvals; it contains the words **Dover Code** properly on the top also notation is not improperly placed in the Table of Contents it is found in-line as all Dover City Charters past and state RSAs do, very straightforward and easy to use as it was designed by the Charter Commission.*

2012 Charter Authentication

The Table of Contents

Snapshot of what Council 2012-2013 received format changed – content inaccurate

Green Code Book – Charter Table of Contents 2012

THE CHARTER		
ARTICLE I INCORPORATION; CITY AND WARD BOUNDARIES		
C1-1. Incorporation	C2-11. Contested Elections/Recounts [Amended 11-04-03 by Municipal Election]	
C1-2. Establishment of Wards [Added 11-05-05 by Municipal Election]	C2-12. Preservation of Ballots	
C1-3. Boundaries of Wards [Amended 02-18-92 by Municipal election; 08-23- 01; amended 11-06-2001 by Municipal Election; amended 11-8-11 by Municipal election.]	C2-13. Display of Campaign Materials at Polling Place Restricted [Amended 11-05-85 by Municipal election; amended 11-04-03 by Municipal election]	
ARTICLE II ELECTIONS		
C2-1. Conduct of Elections [Amended 11/07/95 by Municipal election; amended 11/07/2000 by Municipal election; amended 11/05/2002 by General Election; amended 11-05- 2005 by Municipal election; amended 7/25/07 and approved at 11/6/2007 Municipal election.]	ARTICLE III CITY COUNCIL	
C2-2. Ward Officers [Amended 11/07/2000 by Municipal election; amended 11/06/2001 by Municipal election; amended 11/05/2002 by General Election; amended 11-05- 2005 by Municipal election]	C3-1. Membership; Term of Office [Amended 11-07-95 by Municipal election; amended 11/07/2000 by Municipal Election; amended 11/05/2002 by General Election; amended 11-05-2005 by Municipal Election]	C3-2. Organizational Meeting [Amended 11-05-85 by Municipal Election]
C2-3. (Reserved) [Repealed 11-05-2005 by Municipal election]	C3-3. Selection of Mayor and Deputy Mayor [Amended 11-05-85 by Municipal election; amended 11-07- 95 by Municipal election; amended 11-04-03 by Municipal election; amended 11-05-2005 by Municipal Election]	C3-4. Qualifications of Council

Table Of Contents completely changed, no reference to Dover Code; errors exist and prone to more errors amended and approved language is incorrect, language notation is being used incorrectly; as placed here and removed from document it has no connection to language eg: C3-2 Organizational Meeting – only a paragraph, not the section was Amended in 2005 by Municipal Election.

2012 Charter Authentication

The Table of Contents

Distribution of inaccurate document continued

[Distributed to Council throughout process – web version as well](#)

THE CHARTER

ARTICLE I INCORPORATION; CITY AND WARD BOUNDARIES

- C1-1. Incorporation
- C1-2. Establishment of Wards
[Added 11-05-2005 by Municipal election]
- C1-3. Boundaries of Wards [Amended
02-18-1992 by Municipal election;
approved 08-23-2001 and amended 11-
06-2001 by Municipal election;
amended 11-08-2011 by Municipal
election.]

ARTICLE II ELECTIONS

- C2-1. Conduct of Elections [Amended
11/07/1995 by Municipal election;
amended 11/07/2000 by Municipal
election; amended 11/05/2002 by
General election; amended 11-05-
2005 by Municipal election; approved
11-05-2005 by Municipal election]

- C2-8. Filing of Declaration of
Candidacy [Amended 11-05-1985
by Municipal election; amended 11-
06-1995 by Municipal election]
- C2-9. Preparation of Ballots
- C2-10. Absentee Ballots [Amended 11-05-
1985 by Municipal election]
- C2-11. Contested Elections/Recounts
[Amended 11-04-2003 by Municipal
election]
- C2-12. Preservation of Ballots
- C2-13. Display of Campaign Materials
at Polling Place Restricted
[Amended 11-05-1985 by Municipal
Election; amended 11-04-2003 by
Municipal election]

ARTICLE III CITY COUNCIL

- C3-1. Membership; Term of Office
[Amended 11-07-1995 by Municipal

*Table of Contents
completely changed,
no reference to Dover
Code ; errors exist
and prone to more
errors, amended and
approved language
incorrect, notation has
no connection to
language eg: C3-2
Organizational
Meeting – only a
paragraph, not the
section was Amended
in 2005; .*

2012 Charter Authentication

The Table of Contents

Final restored Charter waiting Authentication

Final validated Charter waiting Council Authentication

DOVER CODE

THE CHARTER

ARTICLE I

INCORPORATION; CITY AND WARD BOUNDARIES

- | | |
|-------|------------------------|
| C1-1. | Incorporation |
| C1-2. | Establishment of Wards |
| C1-3 | Boundaries of wards |

*TOC completely
restored as of prior
Commission reviews
and voter Approvals.*

ARTICLE II

2012 Charter Authentication

Ballot 2007 RSA should read 671:33 it reads 67:33

C4-5. Vacancies.

If a vacancy occurs on the School Board, the vacancy shall be filled by the School Board pursuant to RSA 67:33.

Entered in Charter Correctly

C4-5. Vacancies. [Amended 09-05-90, approved at 11-06-90 Election; Amended 08-09-95, approved at 11-07-95 Municipal Election; Amended 10-03-2007, approved at 11-08-2007 Municipal Election]**

If a vacancy occurs on the School Board, the vacancy shall be filled by the School Board pursuant to RSA 671:33.

2012 Charter Authentication In-line

Errors get made in Green Code Book and versions distributed for authentication

Green Code Book 2006

same manner as a regular biennial state election, on the first Tuesday after the first Monday in November of each odd numbered year to choose Ward Councilors,

Green Code Book 2012

city, in the same manner as a regular biennial state election, on the first Tuesday after the Monday in November of each odd numbered year to choose

*This sample is from Article 2 Section C2-1 Conduct of Elections. Here the date of the election is wrong after inadvertent changes to the Charter. The election is held the first Tuesday after the first Monday – not the first Tuesday after the Monday. **Critical.** This was also distributed to the Council for Authentication.*

2012 Charter Authentication In-line

Small Errors Grow

Green Book 2006 – Section Title incorrectly indicates a footnote

C5-10. Legal Officer*. [Repealed 09-05-90, approved at 11-06-90 Election]

Green Book 2012 – Section title removed incorrectly

C5-10. (RESERVED)

*Distributed to Council through process footnote indicator put in and changed –
NOTE: Footnote attached belongs to a different Section within the Charter*

C5-10. Legal Officer⁸ {approved 11-06-90 by election}

8 Editor's Note: See Ch.3, Administrative Code

Corrected:

C5-10. Legal Officer. [Repealed 09-05-90, approved at 11-06-90 Election]

2012 Charter Authentication In-line

That is why the 1977 Charter Commission stated when documenting section C11-8 (now C11-10):

“...The city charter should not be reproduced from time to time except under the most careful controls and super-vision as the smallest typographical or grammatical error may alter the meaning of the entire charter.”

2012 Charter Authentication – Proper Headings

C11-10

DOVER CODE

C11-14

C11-10. Authentication of Charter; copies to be kept on file. [Amended 09-05-90; approved at 11-06-90 Election]

Upon adoption, the Official Charter, duly authenticated by affixing the signatures of all members of the City Council, the City Clerk and the City Seal, shall be filed with the City Clerk and remain in the Clerk's office as the Official Charter of the City of Dover. All amendments to this Charter shall be authenticated in a like manner and filed with and remain a part of the Official Charter. The City Clerk shall be responsible for the proper maintenance of the Charter, under the direction of the City Manager, with advice of legal counsel. Copies of the Charter shall be available to the public, and the City Clerk may charge a nominal cost to help defray the printing costs. Bids for the printing and binding of the Charter shall be in accordance with the provisions of C6-16 of the Charter.

C11-11. Charter amendments. [Amended 09-25-85, approved at 11-05-85 Municipal Election]

Any amendments or revisions of this Charter shall be accomplished in accordance with the provisions of RSA 49-B and any subsequent amendments thereto.

- A. Periodic Review. Not less than once every ten (10) years, commencing in the year 2011, the City Council shall vote at its first regular meeting of the year on the following question "Shall a Charter Commission be created to review and make recommendations concerning the provisions of the charter of the City of Dover?" If a majority of the Council shall vote in the affirmative, then the Council shall take whatever action is required under state law to bring about the formation of a Charter Commission prior to the next municipal election. [Added 11-05-2005 by Municipal Election]

C11-12. (Reserved)*

C11-13. Violations and penalties. [Amended 09-05-90, approved at 11-06-90 Election]

All willful violations of provisions of this Charter, unless otherwise provided, are hereby declared to be violations, and all such violations and all violations of city ordinances for which no other punishment is provided shall be punishable by a fine of up to one thousand dollars (\$1,000) in the discretion of the court.

C11-14. When effective.

This Charter and any amendments thereto shall take effect immediately upon the filing by the Board of Supervisors of Elections with the City Council of its certificate of the results of the election, indicating voter approval thereof, unless otherwise provided in the amendment(s). The provisions regarding the city budget shall not take effect, however, until January 1, next following said time. All elective or appointive officers and employees of the city at said time shall continue in the service of the city for the remainder of their terms, except as otherwise provided in this Charter.

*Editor's Note: Former C11-10, Amendments to change form of government, was repealed 09-25-85, approved at 11-05-85 Municipal Election. C33

Green Code Book 2006

*The word **CHARTER** is on the top of each even numbered page;*

*The words **DOVER CODE** is found on the top of each odd numbered page;*

Sections for the page are on top

*--- **C11-10 and C11-14** ---*

Each Article starts a new page;

*All **amendment** and **approval** language is appropriately placed in-line with the text it applies to. Footnotes preserved.*

Paragraphs indented helps reader and prevents errors .

2012 Charter Authentication – Improper Headings

CHARTER

C11-11. Charter Amendments

Any amendments or revisions of this Charter shall be accomplished in accordance with the provisions of RSA 49-B and any subsequent amendments thereto.

A) Periodic Review. Not less than once every ten (10) years, commencing in the year 2011, the City Council shall vote at its first regular meeting of the year on the following question: "Shall a Charter Commission be created to review and make recommendations concerning the provisions of the charter of the City of Dover?" If a majority of the Council shall vote in the affirmative, then the Council shall take whatever action is required under state law to bring about the formation of a Charter Commission prior to the next municipal election.
[Added 11-05-2005 by Municipal Election]

C11-12. (Reserved)

C11-13. Violations and Penalties

All willful violations of provisions of this Charter, unless otherwise provided, are hereby declared to be violations, and all such violations and all violations of city ordinances for which no other punishment is provided shall be punishable by a fine of up to one thousand dollars (\$1,000) in the discretion of the court.

C11-14. When Effective

This Charter and any amendments thereto shall take effect immediately upon the filing by the Board of Supervisors of Elections with the City Council of its certificate of the results of the election, indicating voter approval thereof, unless otherwise provided in the amendment(s). The provisions regarding the city budget shall not take effect, however, until January 1, next following said time. All elective or appointive officers and employees of the city at said time shall continue in the service of the city for the remainder of their terms, except as otherwise provided in this Charter.

Green Code Book 2012 and Distributed to Council for authentication

*The word **CHARTER** is on the top of all pages **DOVER CODE** is not found anywhere in this edition of the charter (for instance this odd numbered page should have the words **DOVER CODE** on the top; **no section numbers** are on the page in the corners; Articles do not start on a new page; all **amendment & approval language** is gone. No paragraph indentation – making an error easy. No footnotes in the document.*

2012 Charter Authentication – Improper Indentation

CHARTER

C3-11. Powers and Duties

The City Council shall be the governing body of the City of Dover, shall set policies for city government and shall bear full responsibility for the implementation of said policies through the hiring and supervision of the City Manager. Except as herein otherwise provided, the City Council shall have all the powers and discharge all the duties conferred or imposed upon city councils, boards of mayor and aldermen and selectmen of towns by law. Except as otherwise provided in this Charter; all boards, commissions and committees shall be appointed by the Council. [Added 11-05-2005 by Municipal election]

ARTICLE IV SCHOOLS

C4-1. District Established

The City of Dover shall constitute a single municipal corporation with powers for municipal and school purposes, including all the powers of a school district conferred by law.

C4-2. School Board [Amended 11-06-1990 by General election⁵; amended 11-07-2000 by Municipal election; amended 11-05-2002 by General election; amended 11-06-2007 by Municipal election]

There shall be a School Board consisting of seven members. The term of office shall begin upon the member's election and qualification and end upon the election and qualification of the member's successor.

Distributed to Council for authentication

Here there is a paragraph that is lost due to no indentation used. It was mentioned that indentation does show delineation; here it shows that due to a single line being deleted in edit this section an entire paragraph was lost and the notation is in the incorrect place. Segment also shows Article not having a top of page identification and significance.

2012 Charter Authentication –Indentation Fixed

C3-11. Powers and duties.

The City Council shall be the governing body of the City of Dover, shall set policies for city government and shall bear full responsibility for the implementation of said policies through the hiring and supervision of the City Manager. **[Added 11-05-2005 by Municipal Election]**

Except as herein otherwise provided, the City Council shall have all the powers and discharge all the duties conferred or imposed upon city councils, boards of mayor and aldermen and selectmen of towns by law. Except as otherwise provided in this Charter; all boards, commissions and committees shall be appointed by the Council

2012 Charter Authentication

What does the Council have to do

review the notated recommendations

- Charters and related documents have been examined and reexamined from years 1972, 1977, 1989, 1991, 1993, and each year between 1997-2003, 2005-2012. The last authentication was done in 1977.
- All recommendations have been made after consideration for all Charter Commissions and evidence in the documents.

2012 Charter Authentication

What does the Council have to do

Notated recommendations for restoration:

The Charter is presented to the Council for restoration with color for varying levels:

Items highlighted in Turquoise are Cosmetic changes

Items highlighted in Yellow are Grammatical changes

Items highlighted in Pink are Content changes

2012 Charter Authentication

Pg C2

CHARTER **ARTICLE IV** **SCHOOLS**

C4-1. District **E** Established
C4-2. School **Board**

- **Cosmetic E** was capitalized a cosmetic change consistent with 1977 changes and predominantly carried through subsequent Charters and related documents
- **Content School Committee** → **School Board** content change based on footnote pg C17 “All previous references to the “School Committee” shall now be referred to as the “School Board”

2012 Charter Authentication

Pg C2

C6-8. Transfers

C6-9. Capital Improvements Program

C6-18. Trust Funds

- **Content Capital Progam → Capital Improvements Program** content change this was one of the only titles that did not match up in the Charter where the section is named Capital Improvements Program pg. C25
- **Content Trust Fund → Trust Funds** match up section pg. C27

2012 Charter Authentication

Pg C4 and throughout

Amended 08-09-2000, approved at 11-07-2000 Municipal Election;

- **Cosmetic** Some editors used ‘/’ versus ‘-’ for date notation. Predominately, the Charter Commissions, letters to Secretary of State and previous Charters used ‘-’.
- **Cosmetic** In most cases the ‘E’ on election was capitalized.

2012 Charter Authentication

Pg C8 and throughout

State RSA and specified in Chapter 100, Elections, of the
Municipal Code, of said officers

- **Grammatical Change** needs a comma to correctly refer to Chapter 100, Elections, of the Municipal Code

2012 Charter Authentication

Pg C9

C2-6. Sessions of Board.

The Board of Supervisors of Elections shall be in **session in** accordance with the provisions of State RSA and as specified in Chapter 100, Elections, of the Municipal Code and Section C2-11.

- **Grammar** - The Charter Commission changed this paragraph and it was entered incorrectly and a period inserted – the word processor then made the next word (In) capitalized:

The Board of Supervisors of Elections shall be in **session. In** accordance with the provisions of State RSA and as specified in Chapter 100, Elections, of the Municipal Code and Section C2-11.

2012 Charter Authentication

Pg C9, C18 and throughout

[Amended 09-25-85, approved at 11-05-85 Municipal Election; Amended 09-05-90, approved at 11-06-90 Election; Amended 08-09-95, approved at 11-07-95 Municipal Election]

- **Content** had read 11-06-95
- References to 1990 may have the word Election without a qualifier of General or Municipal; these qualifiers were carried forward – not really used before 1985 but randomly updated

2012 Charter Authentication

Pg C10 and throughout

C2-11. Contested Elections/Recounts.

[Amended 02-12-2003, approved at 11-04-2003

Municipal Election]

- **Cosmetic** capitalize E - supported in documents, Charters, Commissions, letters
- **Content** most references to 2000 have the 20 in the date

2012 Charter Authentication

Pg C18

C4-5. Vacancies. **

- **Content** – the footnote remained at the bottom of the page without the ** inline in the text of the document after 2005 Commission.
- During Authentication and in the 2012 Green Book all footnotes and notation were removed – they all have been restored

2012 Charter Authentication

Pg C10

C2-10. Absentee Ballots. [Amended 09-25-85, approved at 11-05-85 Municipal Election]

....Rules of the New Hampshire Ballot Law Commission, Adjudication Proceedings 206.01 through 206.14 and RSA 665:11 (eff. 01/01/2004)...

- **Content** – Helps to clarify the date of the Law

2012 Charter Authentication

Pg C35

- A. **Periodic Review.** Not less than once every ten (10) years, commencing in the year 2011, the City Council shall vote at
- **Cosmetic** change bolded – consistency with Commissions, Charters, letters

2012 Charter Authentication

Karen L. Larson
City Clerk



288 Central Avenue
Dover, NH 03820
(603) 743-6021

City of Dover New Hampshire

OFFICE OF THE CITY CLERK
INSTRUCTIONS

City of Dover Code Supplement No. 13

The attached new and/or replacement pages should be placed in your Code volume immediately! The dateline, on the lower right corner, indicates the effective date of the changes.

The page numbers should always correspond with this list.

REMOVE

C5 thru C6
C15 thru 16
C21 thru C22
C37 thru C38
8901 thru 8905
14701 thru 14738
16630 thru 16631.2
16635 thru 16638

INSERT

C5 thru C6
C15 thru C16
C21 thru C22
C37 thru C38
8901 thru 8906
14701 thru 14745
16630 thru 16631.2
16635 thru 16638

2/16/93

**Sample Update
Page with
notation of
effective date
at bottom of
page. Pages to
remove and
insert.**

02/16/93

2012 Charter Authentication

JUDITH GAQUETTE
CITY CLERK



288 CENTRAL AVENUE
DOVER, NH 03820
TEL (603) 516-6021
FAX (603) 516-6666
EMAIL: j.gaouette@ci.dover.nh.us

City of Dover, New Hampshire
OFFICE OF THE CITY CLERK
City of Dover Code Supplement No. 28

Dear Code Book Subscriber:

The attached new and/or replacement pages should be placed in your Code volume immediately! The changes are noted in the title of the particular section that is amended, where it also indicates the effective date of the changes. **The page numbers should always correspond with this list.**

REMOVE:

OFFICIALS PAGE
TABLE OF CONTENTS
CITY CHARTER
ENTIRE CHAPTER
CHAPTER 3, ADMINISTRATIVE CODE
PAGES 3-3 TO 3-4, 3-29 TO 3-30, 3-33 TO 3-34
CHAPTER 89, DOGS
PAGE 89-3 TO 89-4
CHAPTER 92, DRIVEWAYS
PAGE 92-3 TO 92-4
CHAPTER 97, DUMPING AND RUBBISH
PAGE 97-7
CHAPTER 131, OFFENSES
PAGES 131-5 TO 131-6, AND 131-9 TO 131-10
CHAPTER 166, VEHICLES AND TRAFFIC
ENTIRE CHAPTER

INSERT:

OFFICIALS PAGE
TABLE OF CONTENTS
CITY CHARTER
ENTIRE CHAPTER
CHAPTER 3, ADMINISTRATIVE CODE
PAGES 3-3 TO 3-4, 3-29 TO 3-30, 3-33 TO 3-34, AND 43
CHAPTER 89, ADMINISTRATIVE CODE
PAGE 89-3 TO 89-4
CHAPTER 92, DRIVEWAYS
PAGE 92-3 TO 92-4
CHAPTER 97, DUMPING AND RUBBISH
PAGE 97-7
CHAPTER 131, OFFENSES
PAGES 131-5 TO 131-6, AND 131-9 TO 131-10
CHAPTER 166, VEHICLES AND TRAFFIC
ENTIRE CHAPTER

SINCERELY,


JUDY GAQUETTE, CITY CLERK

May 21, 2002

Sample Update
Page with
notation of
effective date
at bottom of
page. Entire
Charter
Replaced.

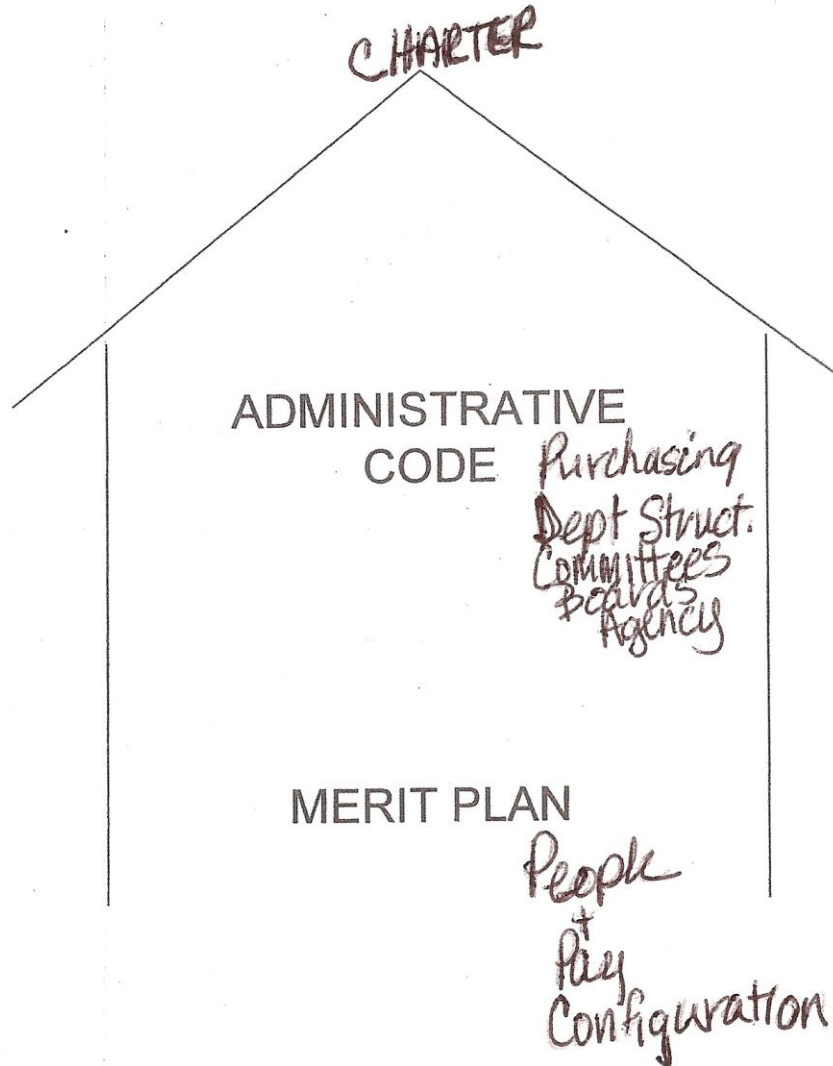
2012 Charter Authentication

Links to:

[Validated Charter with highlights](#)

[Validated Charter without highlights](#)

2012 Charter Authentication



2012 Charter Authentication

Dover CODE

- Charter
- Merit Plan
- Administrative Code

2012 Charter Authentication

THE CODE THE CHARTER

C5-9. Departments.

The administrative service of the city shall, by ordinance, be divided into such departments, divisions, bureaus or other agencies as are necessary for the proper and efficient management of the affairs of the city. Said ordinance shall define the function and duties of each city department or agency and shall be known as the "Administrative Code"*.

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**THE CODE
THE CHARTER
PART I**

Administrative Legislation

Chapter 3 Administrative Code Consists of:

Article I – Department Heads

Article II – Municipal Departments

Article III – Purchasing Power

Article IV – Boards and Commissions

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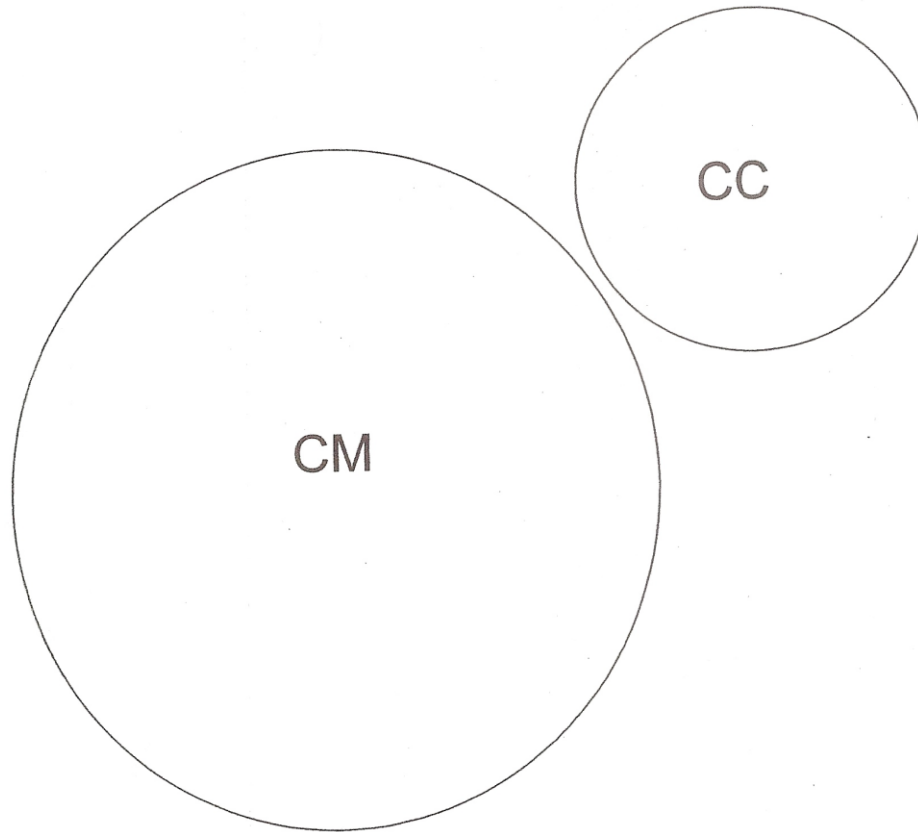
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[Green Code Book 2006 – Table of Contents](#)

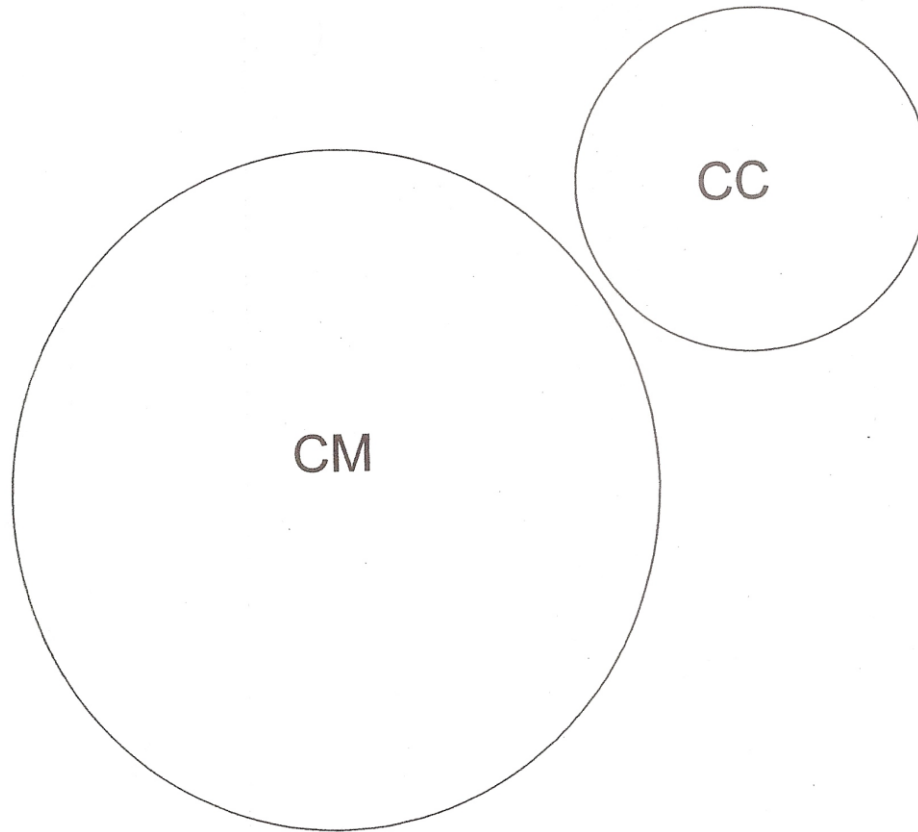
[Green Code Book 2012 – Table of Contents](#)

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OUT OF BALANCE



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“WE WON’T GET MUCH DONE UNTIL WE
STRAIGHTEN THIS OUT”