



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, July 25, 2012**
Meeting Time: **7:00 pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS**

A. JAKE'S DAY

6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
8. **CITIZEN'S FORUM**

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

9. CITY MANAGER'S REPORT

- A. JULY 11, 2012 - (TO BE REMOVED FROM THE TABLE)**
- B. JULY 25, 2012**

10. APPROVAL OF MINUTES

- A. July 11, 2012 – Regular Meeting**
- B. July 11, 2012 - Workshop**

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

- A. ORDINANCES IN THE 2nd READING – None**
- B. ORDINANCES IN THE 3rd READING – None**
- C. RESOLUTIONS – None**

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. TAG – Seacoast Titans Youth Football & Cheer Association**



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- 2. RESOLUTION: B12085 – BIO SOLIDS DISPOSAL SERVICES**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 3. RESOLUTION: B12089 – SIDEWALK CENTRAL AVE**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

- 1. FRIENDSHIP FORCE HENRY LAW PARK TREE PLANTING**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 2. B11001 – WASTE WATER TREATMENT FACILITIES ADDITIONAL SCOPE OF WORK**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 3. AMENDMENT OF FY2013 FEE SCHEDULE RELATED TO IN-VEHICLE PARKING METER RELOAD FEES (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 8, 2012)**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166-44: VEHICLES AND TRAFFIC; IN-VEHICLE PARKING METERS (TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 8, 2012)**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

- 14. COUNCIL CORRESPONDENCE – None**
- 15. COUNCIL MATTERS OF INTEREST**
- 16. ADJOURNMENT**

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:

J. MICHAEL JOYAL, JR.
CITY MANAGER

CITY OF
DOVER, NH

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

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 PERMIT SIGNATURE	DATE OF PERMIT APPROVAL	SCRUB 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/Toland 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)

CITY MANAGER'S REPORT



July 25, 2012

SUBMITTED BY:

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

**CITY OF
DOVER, NH**

AVAILABLE ONLINE:

WWW.DOVER.NH.GOV

June 2012

Dover Business & Industrial Development Authority Economic Development Overview

Dan Barufaldi

Summary:

Economic activity continues to expand with contacts in most sectors citing steady growth. Commercial real estate markets show slight improvement and residential real estate contacts are finally mentioning recovery, albeit fragile. Respondents in this round rarely mention prices or pricing. Except for software and IT services where growth continues to be relatively strong, few firms are doing substantial hiring. The outlook is generally for more of the same, although a few manufacturers mention making contingencies for a potential slowdown.

Retail:

Contacts continue to report that business is good, consumer sentiment seems to be improving, and fears have moderated with declining gasoline prices, that high fuel prices would hurt spending in other sectors. Recent year-over-year sales changes range from near-zero to gains of 2-5 percent. One firm is talking about a 4.5 percent improvement.

Consumer spending is particularly strong in adult clothing, household goods, and items relating to home improvement and maintenance. While some respondents are concerned about domestic political tensions and negative spillovers from a European economic downturn; many respondents have generally positive expectations for their business in 2012.

The travel and tourism sector continues to report strong results with local hotels benefitting from an influx of military personnel and specialists working on the USS Miami refit.

Both business and leisure travel have been up in 2012 so far, and advance bookings continue to be up. For 2012, the industry expects a 9.5 percent increase over 2011.

Manufacturing and Related Services:

The manufacturing sector continues to grow regionally, but the outlook remains guarded, perhaps slightly more so in recent months.

A majority of responding firms report growing sales in the most recent period compared with a year earlier. Idiosyncratic factors appear to be driving one firm with declining sales; two others could only point to general macroeconomic weakness as an explanation. A manufacturer of industrial motors mentions the European situation but notes sales are soft everywhere the company sells.

The jury is still out on the role of weather in the evolution of business conditions over the last six months. Several contacts mentioned sales declines with no known cause at various points which then corrected themselves. A hose manufacturer's sales were off markedly one month with "best ever sales" the next. One theory is that winter goods didn't sell and retailers left them on the shelves longer to avoid storing them over the summer, leaving no room for spring goods on the shelves.

Dramatic changes in the U.S. energy supply continue to affect economic activity according to manufacturers. The low current price of natural gas is restructuring the U.S. chemical industry causing it to build ethylene crackers for the first time in decades. Locally, the "fracked" oil from shale in the Bakken shale oil fields of North Dakota, reputed to contain four times as much oil as Saudi Arabia, is causing a freight rail shipping bonanza and tanker trains of over 100 cars in length to roll through Dover on the Pan Am line on the way to a refining plant in Canada.

Contacts doing business in Europe report that the European manufacturing economy is near or in a recession. Asia continues relatively strong, but it is felt that the U.S. is the "best and most stable market".

88% of contacts report that their firms are hiring but are reluctant to add permanent headcount in any big way. Hiring of temporary staff seems to be the staffing mode of choice to increase production as it permits flexibility and precludes dealing with the uncertainties and expense of healthcare insurance and other benefits. Some industrial parts and distribution companies are contemplating hiring freezes or staff cuts.

Software and IT Services:

Area firms in this sector are reporting mixed results with some showing continuing growth and others citing modest slowdowns. Nevertheless, year-over-year revenue increases in the first quarter remained largely in the high single digits buoyed by steady demand from the healthcare and banking sectors, and a resurgence in the manufacturing sector. Some large projects are being inked by local companies with deal sizes beginning to grow. Others say clients are reluctant to finalize large deals. Most report headcount increases and additions to sales, marketing, and consulting staff.

Capital, technology spending, and selling prices remain at February levels.

Going forward, area software and IT contacts remain cautiously optimistic with upticks in activity and strong pipelines tempered by concerns about the U.S. economy and the European debt crisis.

Staffing Services:

Area firms report conditions virtually unchanged since Q1 with year-over-year revenue increases in the mid-single digits. Labor demand from healthcare and manufacturing sectors is steady with some reporting renewed activity in the financial sector as more banks come to Dover. Demand for general office and clerical assistance has weakened. Activity in construction, civil engineering, and accounting remains weak.

The number of permanent and temporary-to-permanent placements continue to grow modestly, but no real improvement in labor market fundamentals is seen. Regarding labor supply, candidates with high-end skill sets such as nurses, mechanical and electrical engineers, and software developers remain hard to find putting upward pressure on pay scales in these positions.

The outlook among area staffing contacts is consistent with that of three months ago, with most expecting their current growth rate to continue or increase slightly through year-end.

Commercial Real Estate:

Regionally, commercial markets are in a holding pattern, but commercial activity in Dover has begun to improve moderately, but not strong enough to warrant speculative construction on any scale. Strict lending standards are still the norm. The one exception is the Boston market that has taken off impressively.

The industrial sector remains flat in the region, but is beginning an uptick in Dover for both leased space and build/purchase deals.

The outlook, barring significant macroeconomic turmoil, is for flat to slightly improving conditions (now being experienced in Dover) for the rest of the year.

Residential Real Estate:

Residential markets continue to improve with year-over-year sales increases and viewing activity attributed to low interest rates and prices, as well as increasing confidence in economic conditions and, in Dover, low unemployment (3.9%). Inventories are falling. Condo and first-time buyer sales are up. Pricing varies in the region, but Dover pricing appears to have stabilized or moved up slightly. Conditions are recovering, but fragile, particularly relative to pricing.

Non-local content excerpted from the Federal Reserve Beige Book – Boston, June 6, 2012

Office of General Legal Counsel
Summary of Matters
Allan Krans

GENERAL SUMMARY OF MATTERS OF THE OFFICE OF GENERAL LEGAL COUNSEL

The Office of General Legal Counsel provides legal support to City Council, City Manager, city staff and volunteers on the boards, commissions and committees of the City of Dover to assist efforts to provide services to constituents/customers. In addition, legal support is provided to the Dover School Board, the Superintendent of Schools and school staff.

Legal support levels are tracked. The tracking of legal support efforts revolves around legal services called “Matters” (legal questions and issues raised by staff and all other sources), litigation, legal documents (contracts, deeds etc.), resolutions, and responses to Right to Know requests.

REVIEW OF LEGAL SUPPORT SERVICES FOR THE MONTH: June 2012

	For Month	Year to Date	2011 year totals
Legal Matters/Questions Handled	36	228	317
Document Creation & Review	14	60	163
Right to Know Requests Processed	4	31	50
Resolutions	4	23	-
Ordinances	1	12	-

SIGNIFICANT DEVELOPMENTS, TRENDS AND MATTERS:

- Right to Know requests pursuant to RSA 91-A
 - Claremont, NH – request for 2011 tax abatements
 - Dover, NH – request for contract proposal
 - Covina, CA – request for delinquent tax list
 - Dover, NH – request for public records on road discharge

- Assistance to the City Council: drafting/review of resolutions and ordinance revisions; attendance at meetings; virtual meetings

- Assistance to Schools: land plan; NH Retirement System; opinion letter

- Assistance to Community Services Department: tree obstruction; letter of credit; Great Bay Estuary; car wash site plan; Roberts Rules; condition for contracts; conflict of interest

- Assistance to Planning Department: Harborside decision; records retention

- Assistance to Finance Department: mechanic’s lien; water/sewer lien; notice of bankruptcy on lien property; sewer usage; notice of indemnification; legal service bid results

- Assistance to Executive Department: vendor trucks; Agenda 21; Energy Commission presentation; RTK subcommittees; BCC standard startups; balanced scorecard presentation; budgeting zero based; review of documents for signature; review of litigation; 91-A requests
- Assistance to Police Department: workforce housing project

The role of the Office of General Legal Counsel is to represent the corporation as a whole including the City Council, the City Manager and the Departments. The focus of the Office of General Legal Counsel is to avoid legal problems for the City by advising staff members, reviewing legal documents, addressing citizen concerns proactively, providing guidance to the boards, commissions and committees of the City and assisting City Councilors in the performance of their duties. The goal is to save money for the taxpayers and the City of Dover. A further role of General Legal Counsel is to respond to matters involving litigation. This role involves contacts with opposing legal counsel on a regular basis, the attendance at hearings and the trial of matters before the Courts.

The use of outside counsel to handle specialty matters continues and consists of counsel involved in environmental matters(Attorney Peltonen) and labor negotiations(Attorney Broth).There are a small number of other attorneys hired on a variety of smaller matters.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Spuler led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Mayor Trefethen.

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

5. PROCLAMATIONS/AWARDS – None

6. APPROVAL OF AGENDA

Councilor Garrison moved to add the list of Solid Waste Advisory Commission members to Item 13.B.2. Operating Rules for the Solid Waste Advisory Commission; seconded by Councilor Hooper.

Vote: 8/0.

Councilor Garrison moved to change the sponsorship for Item 13.B.2. Operating Rules for the Solid Waste Advisory Commission to Councilor Garrison; seconded by Councilor Spuler.

Vote: 8/0.

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

Vote: 8/0.

Councilor Weston motioned to move 12.A.1. to immediately follow 7.A. Public Hearing; seconded by Councilor Weeden.

Vote: 5/3; Passed. Deputy Mayor Carrier, Councilors Garrison and Hooper were opposed.

Councilor Hooper moved to approve the agenda as amended; seconded by Councilor Garrison.

Vote: 8/0.

7. PUBLIC HEARINGS

A. CHAPTER 109 – FIRE PREVENTION AND LIFE SAFETY SPONSORED BY COUNCILOR WEEDEN

Marilyn Follansbee, 25 Dover Point Road: She spoke against the Ordinance. She listed several conditions and regulations should be met by the individuals seeking to use fireworks if the Council did approve this Ordinance.

Jim Beshern, 102B Sixth Street: He spoke against the Ordinance change.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **7:00 pm**

Robert Campbell, 86 Sixth Street: He spoke against the Ordinance. He said fireworks should be eliminated completely from the City of Dover.

Louise Tower, 29 Boxwood Lane: She spoke against the Ordinance. She is appalled with injuries her research online showed. She said even with safety testing that people can act irresponsibly.

Eric Hagman, 205 Silver Street, Retired Dover Firefighter: He spoke against the Ordinance. He referred his email to the Council that described a fire two years ago due to fireworks.

David Montenegro, 55 Union Street: He spoke in favor of the Ordinance. He said he was amazed people were objecting to this Ordinance, and compared fireworks to machine guns, which are legal.

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

Item 12.A.1.

Councilor Weeden moved for the adoption of 12.A.1.; seconded by Councilor Garrison. Councilor Weeden moved to substitute as a whole, listing the changes to the Ordinance; seconded by Councilor Weston.

City Manager Joyal said the substitute isn't in the proper format, and recommended that the Council take the format that the Ordinance is currently and add in the appropriate verbiage. Councilor Weeden moved to amend so it shows the additional wording per General Legal Counsel in the Ordinance.

Deputy Mayor Carrier discussed all the changes.

City Manager Joyal recommended that all these changes shouldn't be done on the fly. He said the Police and Fire departments should have time to review this since there will be enforcement issues.

Councilor Hooper asked if this could be tabled and rewritten. She said this should have been reviewed by the City Manager before the meeting.

Councilor Garrison moved to table to a date uncertain; seconded by Councilor Crago.

Vote: 7/1; Passed. Councilor Spuler was opposed.

8. CITIZEN'S FORUM

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

Marilyn Follansbee, 25 Dover Point Road: She said the renovated Council Chambers is nice. She said she would still be against the fireworks ordinance.

David Scott, 220 Back Road: He spoke about the work being done on the City Charter, and said he was confident the Council will restore the Charter according to the will of the voters.

David Montenegro, 55 Union Street: He spoke about radiological contaminants in trailers at the South End Fire Station, and urged the Council not to approve the license tonight.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **7:00 pm**

Mary Hebbard, 97 Spruce Lane: She spoke about substituted as a whole, and said Councilor Hooper only objected to them if they are sponsored by Councilor Weeden. She spoke about Item 13.B.1. and said she is stunned that the Council is considering this resolution. She urged the Council to vote against it.

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

Councilor Weston moved to recess to move into Workshop session; seconded by Councilor Crago.

Vote: 5/3; Passed. Deputy Mayor Carrier, Councilors Garrison and Hooper were opposed.

Deputy Mayor Carrier reconvened the meeting after the completion of the Workshop.

9. CITY MANAGER'S REPORT

City Manager Joyal said his report was emailed to the Council on Monday. He referred to the notice that was sent out that Whittier Street Bridge will be closing for a few weeks this summer for inspection and temporary repairs. He expects the bridge to be opened before school starts. He said the Summer Reading program is in full swing at the library with 525 students signed up in the first week. He spoke about the skylight repairs at the library, and discussed the vendor problems.

Councilor Hooper moved to accept the City Manager's Report; seconded by Councilor Spuler. Councilor Weston said she didn't receive the report until today. She made a motion to table the acceptance of this report until the next regular meeting; seconded by Councilor Cheney.

Vote: 8/0.

Deputy Mayor Carrier asked for an explanation for the barricades on Lexington and Cushing Streets.

City Manager Joyal explained the traffic calming study on these streets. Councilor Spuler asked why this wasn't being done on Chestnut Street.

10. APPROVAL OF MINUTES

A. June 20, 2012 – Workshop Session

B. June 27, 2012 – Regular Meeting

Councilor Hooper moved to approve the Minutes; seconded by Councilor Weeden.

Vote: 8/0.

11. MAYOR'S REPORT – None



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **7:00 pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. **CHAPTER 109 – FIRE PREVENTION AND LIFE SAFETY**
SPONSORED BY COUNCILOR WEEDEN

Councilor approved to move this Ordinance to follow 7.A. Public Hearing.

B. ORDINANCES IN THE 3rd READING

1. **CHAPTER 166 VEHICLES AND TRAFFIC; SECTION 166-28 EXEMPTIONS;
SUBSECTION A
(TO BE REMOVED FROM THE TABLE)**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

Councilor Hooper moved to remove from the table; seconded by Councilor Garrison.
Vote: 8/0.

Councilor Garrison moved for its adoption; seconded by Councilor Crago.
Police Chief Colarusso gave an overview of the ordinance change to the Council.
Roll Call Vote: 8/0.

C. RESOLUTIONS – None

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BLOCK PARTY – Dover High School Homecoming**
2. **PARADE – Dover High School Homecoming**
3. **RESOLUTION: TROJAN UV3000 PLUS LAMPS**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
4. **RESOLUTION: HIGHWAY ROAD SALT STATE NH CONTRACT**
SPONSORED BY MAYOR TREFETHEN BY REQUEST

COMMITTEE REPORTS

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **7:00 pm**

Councilor Hooper moved for the adoption of the Consent Calendar; seconded by Councilor Weston.

Deputy Mayor Carrier asked the Council if they had items they would like pulled for further discussion.

Councilor Hooper asked to pull the School Board Report.

Deputy Mayor Carrier asked for a vote on the remaining items of the Consent Calendar.

Vote: 8/0.

Councilor Hooper gave an overview of the School Board Report to the Council.

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

Vote: 8/0.

B. RESOLUTIONS

1. LICENSE AGREEMENT WITH NEXT ERA ENERGY SPONSORED BY MAYOR TREFETHEN BY REQUEST

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

City Manager Joyal gave an overview of the resolution to the Council.

Fire Chief Driscoll gave an in-depth overview of the resolution answering Council's concerns. He said the City hasn't had any instances where Seabrook personnel came to the City, but there have been six or seven instances where the City could have used the equipment.

Vote: 3/5; Failed. Councilors Crago, Garrison, and Spuler voted in favor.

2. OPERATING RULES FOR SOLID WASTE ADVISORY COMMISSION SPONSORED BY COUNCILOR GARRISON

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

Councilor Garrison gave an overview of the resolution to the Council.

Vote: 7/1; Passed. Councilor Cheney was opposed.

C. ORDINANCES IN 1ST READING – None

14. COUNCIL CORRESPONDENCE – None

15. COUNCIL MATTERS OF INTEREST

Councilor Spuler gave an informal report on the work of the Arts Commission.

Deputy Mayor Carrier said the next Appointments Committee meeting will be held on July 18, 2012.

Councilor Weeden made a motion to suspend the rules to allow Mary Hebbard to speak regarding the Workshop; seconded by Councilor Cheney.

Ms. Hebbard said she didn't see the Workshop and didn't want to speak about it.

Councilor Weeden withdrew his motion. Councilor Cheney withdrew her second.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **7:00 pm**

Councilor Weston talked about background information being included in the agenda packets, and read the Council Rules that the information be provided.

Councilor Crago talked about helping the McConnell Center and providing funding for the four unfinished units.

City Manager Joyal said the staff is coming up with potential funding options for basic amenities.

16. ADJOURNMENT

Councilor Hooper moved to adjourn; seconded by Councilor Weston.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **To follow Regular Meeting**

1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

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

Absent: Mayor Trefethen.

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

5. CITY CHARTER AUTHENTICATION

Councilor Cheney gave her presentation on the process to authenticate the City Charter. Deputy Mayor Carrier said he was impressed with all the work Councilor Cheney has done. City Manager Joyal responded to Councilor Cheney's presentation. He asked for a copy of her version of the City Charter. He gave an overview of allowable changes to the Charter. He said the care and the maintenance is an administrative duty. He said the Council is not authenticating the format of the Charter. He said only the City Clerk is responsible for the maintenance, care, and reproduction of the City Charter. He said the Council is authenticating that there is one gold-plated version that gets put in the vault.

Councilor Cheney interrupted the City Manager and said she disagreed that the format could be changed.

City Manager Joyal said the formatting is not an issue, and clearly something that can be accommodated.

Councilor Weston asked about annotations and when it was changed.

City Manager Joyal said the City Clerk is responsible for the Charter, both the physical document itself and the reproduction of it under the direction of the City Manager. He directed the City Clerk to put the annotations back in the document.

Councilor Weeden said it was his understanding that the Council cannot change the Charter, but it is done by a vote of the people. He then asked why in the Administrative Code Board and Commissions was removed by a vote of the Council.

Councilor Cheney said a Councilor should champion any ordinance change.

Councilor Weeden asked if the Council was able to do that.

Councilor Cheney said under the law it should revert to back to the way it was. She said it nullifies that version of the Charter.

Councilor Weeden said the Council doesn't even have to vote on it.

Councilor Cheney said that was correct.

City Manager Joyal asked for a point of order. He said the information being conveyed is absolutely inaccurate, and Councilor Cheney is not qualified to make that interpretation. He referred to one of Councilor Cheney's slides on the Administrative Code and explained the hierarchy in the legal process that they follow. He said the Administrative Code is not part of the Charter, but a requirement by NH State Law. He said the Administrative Code is recommended



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **To follow Regular Meeting**

by the City Manager and approved by the City Council. He said the Administrative Code is specifically to layout the administrative organization and administrative rules that will apply to the administration of the City, which is under the direction of the City Manager hired by the City Council. He said the Administrative Code was amended by the Council upon the recommendation of the City Manager. He said it separated out Boards and Commissions under the Code because they are not under the prevue of the City Manager.

Councilor Cheney said it was the Council's duty to fix and she was begging the Council not to take a chance that they made authenticate a document that since 1977 the Administrative Code had four components. She read section C-9 to the Council. She said the Council owns the Administrative Code, and the Administration owns the Merit Plan.

Councilor Weston asked if Councilor Cheney is asking that the Administrative Code be authenticated with the City Charter.

Councilor Cheney said that was correct.

City Manager Joyal said the Administrative Code is not part of the City Charter. He referred to the provision in the State law, RSA 49C:21, which says that there shall be an Administrative Code. It does say its part of the Charter, and in fact it is part of the Ordinances of the City as approved by the Council and recommended by the Chief Executive Officer or City Manager.

Councilor Cheney said the Council must sleep on this.

Councilor Weeden said he will not sign the Charter if they do not fix the Administrative Code.

Councilor Cheney said she will send the Word version to the City Manager and the pdf to the Council.

City Manager Joyal said he wanted a password protected file. He suggested to the Council to hear from the General Legal Counsel. He also suggested an outside counselor, Attorney Loughlin, who literally wrote the book on local government in New Hampshire, be invited to a workshop to answer questions and concerns of the Council. He agrees 100% that the document needs to be 100% perfect. He said he will review the Charter as Councilor Cheney has presented it and he will completely update the whole Codebook for the whole Council, which the Council will then authenticate. He said the Councilors can sign the cover page either in the Clerk's office or the Clerk will bring it to a meeting. He explained the control process to make sure everyone has the latest versions of the codebook.

Councilor Spuler said he was reluctant to bring in an outside attorney at this point, but would be willing if problems come up with authenticating the Charter.

Councilor Cheney said she wanted the authentication done at the same time by the whole Council.

6. CITIZEN'S FORUM

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

Donald Medbery, 3 Covered Bridge Lane: He spoke against paying for an outside attorney. He said Councilor Cheney's presentation was very thorough. He spoke about the previous City Manager and Department Heads ignoring the City Charter. He said he has participated in Councilor Cheney's research with the Secretary of State. He spoke about his interest in seeing this done right.



CITY OF DOVER

CITY COUNCIL - MINUTES

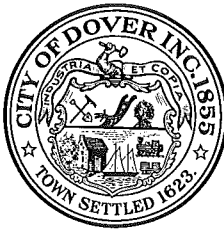
Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, July 11, 2012**
Meeting Time: **To follow Regular Meeting**

7. ADJOURNMENT

Councilor Hooper moved to adjourn back into the Regular Meeting; seconded by Councilor Weston.

Vote: 8/0.

Councilor Cheney's presentation has been archived with these minutes.



CITY OF DOVER
12 JUL 10 AM 8:24

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Seacoast Titans Youth Football & Cheer Association

Federal Tax ID number for Organization: 02-0526109

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

Contact Person: Samantha Perez Day Time Telephone: 603-422-3562

Address: 22 Fairway Ave Rochester NH 03261 Email Address: McNulty03@gmail.com

Purpose of Permit: Tagging

Date of Event: August 10th & 11th Specific Time: Aug 10th - 5p-9p Aug 11th 8am-9pm

Location of Event: Various Businesses List Attached

(Raffle Permit only)

Prize (s) To Be Awarded: _____

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

Place of Drawing: _____

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

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

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

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

Signature: [Signature] Date: 7/6/12

Licensing Board approval [Signature] Date: 7/11/12
Revised 03/17/08

All set with
Charitable
Trusts Unit.
[Signature]

Businesses in Dover Allowing Seacoast Titans to Tag August 10th and 11th

MARGARITAS
SHAW'S
SMILEYS
JANETOS
FIDDLEHEAD FARMS
STRAFFORD FARMS
DUNKIN DONUTS
DUNKIN DONUTS
REDS SHOE BARN
RITEAID
HARVEY'S BAKERY
CARE PHARMACY
SUBWAY
STATE LIQUOR STORE
WALGREENS

La Festa



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2012.07.25 – 93**
Resolution Re: B12085 Bio Solids Disposal Services

WHEREAS: Sealed Request for Proposals B12085 was requested and received for Bio Solids Disposal Services on June 26, 2012 at 2:00 pm; and

WHEREAS: Three vendors responded with varying rates and options. The low bid deemed most advantageous to the city was submitted by Resource Management of Holderness NH at the rate of \$68.75 per wet ton; and

WHEREAS: Due to the new upgrades to the WWTP the plant will no long compost on site and will have vendor remove and dispose of bio solids.

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

The purchasing agent is hereby authorized to issue a purchase order to Resource Management Inc given the rates provided in conjunction with B12085 dated June 26, 2012. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4421.00000.00	Sludge Disposal	210,000.00	210,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2012.07.25 – 93**
Resolution Re: B12085 Bio Solids Disposal Services

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dean Trefethen		
Deputy Mayor Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2012.07.25 – 93**
Resolution Re: B12085 Bio Solids Disposal Services

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, New Hampshire requested sealed proposal from qualified contractors for transport and composting, or other DES-approved Class A bio solids processing technology, or land filling of wastewater bio solids generated at the City’s wastewater treatment facility located at 484 Middle Road, Dover, New Hampshire.

The City of Dover operates an activated sludge wastewater treatment facility with primary settling basins. The current annual average daily flow is 3.0 MGD. The dewatered sludge is a blend of primary and secondary (waste activated) sludge. Dewatering is accomplished with screw presses and the solids content of the dewatered sludge is expected to range from 25% ODS (oven-dried solids) to 33% ODS. Based on historical production and anticipated dewatering performance, total annual dewatered sludge production is expected to range from 2,200 wet tons to 3,200 wet tons.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	6	Number of Responses:	3
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	Fy13
Recommended Award to:	Resource Management	Fund:	WWTP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2012.07.25 – 93**
 Resolution Re: B12085 Bio Solids Disposal Services

Vendor Solicitation List:

RMI Shelagh Connelly
 1171 NH Rte 175
 Holderness NH 03245

New England Organics
 135 Presumpscot St
 Portland ME 04103

Waste Management
 30 Rochester Neck Rd
 Rochester NH 03839

Wecare Organics LLC
 Soil Prep Inc Jeff Leblanc
 9289 Bonta Bridge Rd
 Jordan NY 13080

Synagro Technologoes
 James Myers
 345 East Shore Parkway
 New Haven CT 06512

Interstate Waste Svs
 Giles Wagoner
 19 Kaiser Dr
 Waterbury VT 05676

Results

Vendor	Resource Management Inc, Holderness	Soil Preparation Plymouth ME	Waste Management Rochester NH
Option A-Per wet ton including rental of Containers	\$75.00	\$89.66	\$86.00
Option B-Per wet ton excluding rental of Containers	\$68.75	\$87.66	\$84.00
Option C-Per wet ton in rented dump trailer	\$63.00	\$84.33	\$89.00 Min load 25 tons
Option D-Per wet ton City to Transport to site	\$47.75	\$66.00	\$76.00
Facility distance from WWTP	59 miles	85 MA-170 ME	15



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2012.07.25 – 94**
Resolution Re: B12089 Sidewalk Central Ave

WHEREAS: Sealed Request for Proposals B12089 was requested and received for sidewalk construction on Central Ave from Hough to Oak St on June 25, 2012 at 3:00 pm; and

WHEREAS: Three vendors responded with varying rates as well as two vendors that were non-compliant with respect to bonding requirements. The low bid meeting specification was submitted by Santorelli Construction in the total amount of \$54,180.00; and

WHEREAS: The gas company, Unitil, will be installing gas mains under the sidewalk along Central Ave and will be paying \$45,000 to the City towards reconstruction of the area. Since the bid replies came in higher than expected the quantities have been revised and the new total project is \$46,760.00 of which the city will pay \$1,760 for detectable warning panels as they are not currently at this location.

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

The purchasing agent is hereby authorized to issue a purchase order Santorelli Construction given the rates provided in conjunction with B12089 dated June 25, 2012. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715.00000.00	Streets Improvement	710,000.00	710,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2012.07.25 – 94**
Resolution Re: B12089 Sidewalk Central Ave

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dean Trefethen		
Deputy Mayor Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2012.07.25 – 94**
Resolution Re: B12089 Sidewalk Central Ave

RESOLUTION BACKGROUND MATERIAL:

The Gas Company will be installing a gas main under the sidewalk along Central Ave from Hough Street to Oak Street. The construction to take place within the scope of this bid will be to replace the concrete sidewalk, reset curbing, paving, loaming and associated work with-in this area. It is not anticipated that the current base materials will need to be replaced, however gravel is carried in the bid in case the current materials are found unsuitable and will need replacing. The existing concrete walk will be removed and minor grading will take place before forming and pouring the new concrete walk. The Gas Company will install the gas main and temporary asphalt patch the sidewalk and permanently patch all driveways and street crossings.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	192	Number of Responses:	5
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	One year	Estimated Delivery:	Fy13
Recommended Award to:	Santorelli Construction	Fund:	Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List:

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

Results

Santorelli Construction	\$54,180
Connies Septic Services Inc	\$98,300
John Lyman Construction	\$113,200
Twin State Utility & Construction	No Bond
Harold B Clark	No Bond



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2012.07.25 – 95**

Resolution Re: **Friendship Force Henry Law Park Tree Planting**

WHEREAS: Henry Law Park was bequeathed to the City for use as a public park; and

WHEREAS: The local Friendship Force club located in Dover seeks to enhance the park with the donation and planting of trees to provide an additional amenity for the public; and

WHEREAS: To commemorate the arrival of a group of Friendship Force visitors from New Zealand later this summer, the Dover Friendship Force club seeks permission to plant the first tree and to erect a small plaque in Henry Law Park.

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

The City Council welcomes the members of the New Zealand Friendship Force to the City of Dover and authorizes the planting of a tree and erection of a plaque in Henry Law Park to commemorate the visit of 2012

FURTHERMORE:

The City Council authorizes future plantings of trees by the Dover Friendship Force club on the occasion of future visits by Friendship Force groups from around the world consistent with the use of Henry Law Park as a public park and under the supervision of city staff regarding all aspects of the tree plantings including but not limited to location and type of planting.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2012.07.25 – 95**
Resolution Re: **Friendship Force Henry Law Park Tree Planting**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dean Trefethen		
Deputy Mayor, Karen Weston, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Dennis Ciotti, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The mission of Friendship Force, a non-profit humanitarian group, is to promote understanding among peoples of the world across borders in order to overcome differences and biases. The organization was formed in 1977 and includes local groups from around the world.

The signature event of Friendship Force is foreign travel. Visiting members stay in the homes of local citizens to learn about the culture and life styles of host families during the stay. Dover citizens travel to foreign countries in similar fashion. No public funds are expected or expended.

This resolution does not involve any City expenditure. The tree, planting cost and the plaque will be donated to the City.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2012.07.25 – 96**
Resolution Re: B11001 Waste Water Treatment Facilities Additional Scope of Work

WHEREAS: Sealed Requests for Qualifications (RFQ) B11001 were issued and received for Professional Engineering Services for the Waste Water Treatment Facilities Plan on August 23, 2010 at 2:00 PM; and

WHEREAS: The City Council awarded to Wright Pierce of Portsmouth NH via resolution R2011.02.09. The Scope of service was drawn up and submitted to State of NH DES for approval. Approval to proceed was received on December 30, 2010. Wright Pierce Engineers completed a Comprehensive Wastewater Treatment Facilities Plan for the city in March 2012; and

WHEREAS: The city's National Pollution Discharge Elimination Permit has expired and EPA will be adding nutrient limitations (nitrogen) to the new permit requiring additional treatment. The next step in preparation of upgrading the facility is to enter into an agreement with Wright Pierce Engineers to begin design for equipment upgrades and plant processes to meet new NPDES parameters. The city is currently participating in discussions with EPA as a member of the Great Bay Coalition. The Coalition includes the City of Portsmouth, City of Rochester, Town of Newmarket, and the Town of Exeter. The group is attempting to negotiate a nitrogen limit that is both beneficial to the receiving waters of Great Bay, and affordable to the sewer users discharging effluent to Great Bay; and

WHEREAS: Wright Pierce is well aware of this situation and will design a nitrogen treatment system that will meet 8 mg/l and can be expanded to 3 mg/l if necessary. Wright Pierce will also design upgrades to equipment that have been identified as high priority/immediate items.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The purchasing agent is hereby authorized to issue a purchase order to Wright Pierce of Portsmouth NH given the amount of \$496,500 and corresponding rates provided 4/16/2012. The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
5320.1.300.43256.4331.04596.11	WWTP Evaluation NPDES Permit	200,000.00	103,389.48
5320.1.300.432564725.04590.13	WWTP Upgrade	3,000,000.00	3,000,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2012.07.25 - 96**
Resolution Re: B11001 Waste Water Treatment Facilities Additional Scope of Work

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dean Trefethen		
Deputy Mayor Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2012.07.25 – 96**
Resolution Re: B11001 Waste Water Treatment Facilities Additional Scope of Work

RESOLUTION BACKGROUND MATERIAL:

The facility was constructed in 1991 and is a plug flow style activated sludge plant designed to achieve typical secondary treatment standards and designed for an average flow of 4.7 MGD. Current flows average 2.7 MGD.

Wright Pierce Engineers completed a Comprehensive Wastewater Treatment Facilities Plan for the city in March 2012. The plan was necessary because the Wastewater Facility went on line in June of 1991, and although the facility has been maintained extremely well many of the operating components of the facility are in need of upgrade. Additionally the city's National Pollution Discharge Elimination Permit has expired and EPA will be adding nutrient limitations (nitrogen) to the new permit requiring additional treatment.

The next step in preparation of upgrading the facility is to enter into an agreement with Wright Pierce Engineers to begin design for equipment upgrades and plant processes to meet new NPDES parameters. The city is currently participating in discussions with EPA as a member of the Great Bay Coalition. The Coalition includes the City of Portsmouth, City of Rochester, Town of Newmarket, and the Town of Exeter. The group is attempting to negotiate a nitrogen limit that is both beneficial to the receiving waters of Great Bay, and affordable to the sewer users discharging effluent to Great Bay.

Wright Pierce is well aware of this situation and will design a nitrogen treatment system that will meet 8 mg/l and can be expanded to 3 mg/l if necessary. Wright Pierce will also design upgrades to equipment that have been identified as high priority/ immediate items. Wright Pierce has prepared a cost for the design phase in the amount of \$496,500.00 and once approved by council will be forwarded to NHDES for approval.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	117	Number of Responses:	8
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	Wright Pierce	Fund:	
Other Approvals Required:	Yes State of NH DES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

**ENGINEERING DESIGN PHASE
CONTRACT FOR PROFESSIONAL SERVICES
FOR
TREATMENT WORKS**

CITY OF DOVER, NEW HAMPSHIRE

This AGREEMENT made and entered into at Strafford County, New Hampshire, this _____ day of _____ 20____, by and between City of Dover, New Hampshire, hereinafter called the OWNER, and Wright-Pierce, hereinafter called the ENGINEER.

WITNESSETH:

WHEREAS, the OWNER intends to construct Treatment Works consisting of improvements to the Wastewater Treatment Facility (WWTF), hereinafter called the PROJECT, and

WHEREAS, professional sanitary engineering services will be required for the preparation of plans and specifications and contract documents, and

WHEREAS, such services are of a distinct professional nature and hence not subject to the bidding process,

NOW THEREFORE, in consideration of these premises and of the mutual covenants herein set forth, the OWNER hereby employs the ENGINEER to furnish the following engineering services in connection with the proposed PROJECT; and it is agreed by and between the OWNER and the ENGINEER as follows:

I. Services to be Performed by the ENGINEER

A. Upon execution of this AGREEMENT, the ENGINEER agrees to proceed with all engineering, surveying, drafting, calculations, borings, and other work as required and necessary to develop and produce final plans, specifications, and associated contract documents involved in the construction of treatment works for

OWNER, as summarized in attached Supplemental Scope
of Services.

as recommended as part of the ongoing Engineering Report (**Comprehensive Wastewater Treatment Facility Plan**). The ENGINEER further agrees that said services shall include, but shall not necessarily be limited to:

1. Plans, Specifications, and Contract Documents

a. The preparation of detailed plans, specifications, and contract documents in accordance with the rules and regulations of the New Hampshire Department of Environmental Services, Water Division, hereinafter called the DIVISION, ready for the receipt of bids and the award of construction contracts for said construction; the work shall also include the preparation of estimates of the cost of construction based on the contract documents.

b. The furnishing of all the necessary subsurface investigations and field surveys required for the preparation and completion of approved plans, specifications, and contract documents.

c. The furnishing of ten (10) copies of the final plans, specifications, and contract documents to the OWNER; three (3) copies of which are to be submitted to the DIVISION. Additional copies to be available at cost to the OWNER.

2. Site Acquisitions

a. Assistance to the OWNER including preparation of documents for the acquisition of lands, easements, and rights-of-way essential to the construction of the PROJECT.

II. The OWNER'S Responsibilities

A. Assist the ENGINEER by placing at his disposal all available information pertinent to the PROJECT, including previous reports and other data relative to the reports.

B. Make provisions for the ENGINEER to enter upon public and private lands, municipal facilities and industrial establishments as required to perform work under this AGREEMENT.

C. The OWNER also agrees to comply with DIVISION and Federal requirements (where applicable) and further agrees to acquire with the assistance of the ENGINEER all the necessary easements, options or outright purchases of land for the locations of said treatment works as shown on the contract plans. The provisions of this section shall be satisfied prior to submission of documents referred to in III (A) below. It is also understood that no approvals of reports or plans and specifications or other associated documents will be made by the DIVISION without fulfillment of this requirement.

III. Time Of Completion

A. The ENGINEER agrees that he will submit to the DIVISION for approval after modification or revision as recommended by the DIVISION and agreed to by the ENGINEER, the completed final plans, specifications, contract, and associated documents in compliance with the current issue of the DIVISION's standards of design within 365 consecutive calendar days following the execution of this AGREEMENT, and deliver same to the OWNER within 30 calendar days following the date of final approval by the DIVISION.

B. It is agreed by the parties to this contract that failure by the ENGINEER to complete the work within the time stipulated under III, A, above may be considered sufficient basis for the debarment of the ENGINEER from the DIVISION'S Roster of Prequalified Engineers as provided for under New Hampshire Code of Administrative Rules Env-Ws 601.08, or the Assessment of liquidated damages as provided for under RSA 485-A: 4, XII.

IV. Compensation to be Paid the ENGINEER

A. Method of Payments - Amounts of Fees

1. Payment to the ENGINEER, for services rendered, shall be according to the following schedule:

Monthly billing based on hours and rates by labor category with mark-up and incidental expenses in accordance with the attached fee schedule.

2. The OWNER agrees to pay and the ENGINEER agrees to accept for all services under this AGREEMENT, a fee not to exceed

Four hundred and ninety six thousand, five hundred
Dollars
(\$ 496,500.00).

3. If separate documents are required for additional construction contracts on this PROJECT, an additional fee as approved by the DIVISION shall be paid to the ENGINEER.

4. Prior to formal approval of contract documents by the DIVISION, the ENGINEER shall make such revisions in them as recommended by the DIVISION and agreed to by the ENGINEER without additional compensation. After formal approval, if it becomes necessary to revise the contract documents for reasons beyond the control of the ENGINEER, payment for such revision or revisions shall be made to the ENGINEER subject to approval by the DIVISION.

B. Limits of All Payments

1. The ENGINEER hereby assures the OWNER and agrees that the following fee for his services (exclusive of surveys, borings, and certain special services which follow) in connection with the preparation of final plans, specifications, and contract documents and other work as generally described under I(A) is adequate to complete the assignment and shall not exceed

Four hundred and ninety six thousand, five hundred
Dollars
(\$ 496,500.00).

2. It is also agreed that payment to the ENGINEER for services in relation to engineering surveys, including layout and logging of borings, probings or seismic surveys, together with plats and project related special services shall be at actual cost. Actual cost shall include compensation to the ENGINEER for his work performed on these services. The ENGINEER further agrees that the work proposed under this item is enough to satisfactorily complete the contract documents and that the moneys to be paid under this item are adequate for the work proposed and shall not exceed

N/A, existing drawings will be used as base plans
Dollars
(\$ N/A).

3. It is again agreed that payment to the ENGINEER for services in relation to subsurface exploration, including borings, probings or seismic surveys, shall be at actual cost as defined in IV (B) 2. The ENGINEER further agrees that the work proposed under this item is enough to satisfactorily complete the contract documents and that the moneys to be paid under this item are adequate for the work proposed and shall not exceed

N/A, existing boring information will be used
Dollars
(\$ N/A).

4. It is also agreed that payment to the ENGINEER for services in relation to cadastral surveys and other work associated with the acquisition of lands, easements, and rights-of-way essential to the construction of the PROJECT shall be at actual cost as defined in IV (B) 2. The ENGINEER further agrees that the work proposed under this item is enough to provide adequate sites, easements, and rights-of-way to permit the unencumbered construction, operation, and maintenance of the completed project without interference in any way. The ENGINEER also assures the OWNER that the moneys to be paid under this item are adequate for the work proposed and shall not exceed

N/A
Dollars
(\$ N/A).

V. Additional Covenants

A. The ENGINEER agrees to provide in active charge of this PROJECT for the life of the contract a Project Engineer who is a permanent employee of the ENGINEER and who is a "qualified sanitary engineer" as defined under the DIVISION'S "Rules and Regulations for the Prequalification of Consulting Engineers". The Project Engineer shall be*

Timothy R. Vadney, P.E. - Wright-Pierce
(name and address)
230 Commerce Way, Portsmouth, NH 03801

* *Resume clearly describing the candidate's qualifications for the assignment is appended for convenience of reference.*

Any proposed change in identity of the Project Engineer on the PROJECT shall first be approved by the DIVISION before transfer of responsibility is made. Failure of the ENGINEER to abide by the above covenant may be considered basis for debarment of the ENGINEER from the DIVISION'S Roster of Prequalified Consulting Engineers as provided for under New Hampshire Code of Administrative Rules Env-Ws 601.08.

B. The ENGINEER agrees to be solely responsible for all bills or claims for payment for services rendered by others and for all services and materials employed in his work, and to indemnify and save harmless the OWNER, and all of the OWNER'S officers, agents and employees against all suits, claims or liability of every name and nature arising out of or in consequence of the negligent acts or failures to act of the ENGINEER or others employed by him in the performance of the work covered by this AGREEMENT.

C. The ENGINEER further agrees to procure and maintain at his expense such workmen's compensation insurance as is required by the statutes and public liability insurance in amounts adequate to provide reasonable protection from claims for bodily injury, death or property damage which may result from his performance and the performance of his employees under this AGREEMENT.

D. All documents, including original drawings, design calculations, work sheets, field notes, estimates, and other data shall remain the property of the OWNER, and shall be transmitted to the OWNER in clean and orderly condition on demand; however, these may be left in the possession of the ENGINEER at the OWNER'S discretion.

E. The ENGINEER shall not sublet, assign or transfer any part of the ENGINEER'S services or obligations (except surveys and borings and other special services)

under this AGREEMENT without the prior approval and written consent of the OWNER.

F. It is further agreed that the ENGINEER will assist the OWNER or his authorized agent in providing the DIVISION with clear documentation certifying that the necessary easements, options or outright purchases of land have been secured to provide for location of treatment works and other associated structures and equipment as shown on the contract plans or described in the specifications. Similar documentation will be submitted on approvals from the State Department of Transportation and/or other state agencies regarding location of treatment works within rights-of-way and other lands under their jurisdiction.


VI. Termination

A. The OWNER shall have the right at any time for any reason whatsoever to interrupt or terminate any part of or all of the work required of the ENGINEER under this AGREEMENT, with a seven (7) day written notice of such interruption or termination transmitted to the ENGINEER by the OWNER. In the event of termination of any part of or all of this AGREEMENT, without fault on the part of the ENGINEER, the ENGINEER shall be entitled to compensation for all work performed to the satisfaction of the DIVISION and the OWNER, and pursuant to this AGREEMENT. In order that the ENGINEER shall receive payment under termination notice of any part of the work, all plans, drawings, tracings, field notes, estimates, specifications, proposals, sketches, diagrams, and calculations, together with all other materials and data collected or prepared in connection with the PROJECT shall be transmitted to the OWNER in a form acceptable to the OWNER and DIVISION.

IN WITNESS WHEREOF, the parties hereto have affixed their hand and seals at Strafford County, New Hampshire, the day, month, and year first above written.

ENGINEER:

WRIGHT-PIERCE

By: 
(Authorized Representative*)

Date: 4/16/12

OWNER:

CITY OF DOVER, NEW HAMPSHIRE

By: _____
(Authorized Representative*)

Date: _____

APPROVED:**

DEPARTMENT OF ENVIRONMENTAL SERVICES
Water Division

By: _____
(Authorized Representative)

Date: _____

* Signatures should be supported by appropriate document.
** It is agreed that as an act in furtherance of its statutory authority to approve engineering agreements for treatment works, the DIVISION's approval does not impose any contractual obligation or liability on the State of New Hampshire, the Department of Environmental Services or the Division.

Approval as to form:

Town Counsel

At a meeting of the Directors of Wright-Pierce, held on April 6, 2011, at which a quorum of Partners/Directors were present, it was

VOTED:

That any one or all of the following officers of Wright-Pierce, on behalf of the Corporation, are authorized to execute all Wright-Pierce contracts, both service agreements and general contractual obligations:

William E. Brown, President
Peter C. Atherton, Vice President
Paul F. Birkel Vice President
John W. Braccio, Vice President
Richard N. Davee, Vice President
Jonathan C. Edgerton, Vice President
Walter J. Flanagan III, Vice President
Michael D. Giggey, Vice President
Jeffrey P. Musich, Vice President
John R. Nelson, Vice President

A true copy.

Attest: WRIGHT-PIERCE
Place of Business: 99 Main Street
Topsham, ME 04086
Date of this Contract: _____

I hereby certify that I am the Clerk of Wright-Pierce, that William E. Brown is the duly elected President, and that the above vote has not been amended or rescinded and remains in full force and effect as of this date.

WRIGHT-PIERCE

seal


Walter J. Flanagan III, Clerk

Date: 2-28-2012

Supplemental Scope of Services

The City desires to upgrade the Wastewater Treatment Facility in accordance with the recommendations in the 2012 Comprehensive Wastewater Treatment Facilities Plan. More specifically, the City would like to address all of the "High Priority / Immediate" items from the report as well upgrade the existing aeration tankage to a modified Ludzack Ettinger (MLE) process for nitrogen removal to an 8 mg/L level over the near term at existing flows and loads while gaining key operating and design criteria for future upgrade to full rated and / or more stringent levels. This initial conversion to MLE is a first step to the planned future improvements.

The Design Phase of this project will consist of developing Plans, Specifications and Contract Documents suitable for public bidding to implement the upgrades. Several aspects of the standard NHDES contract are not required for this project and are not included in this Scope, as follows: Field Survey of the project site; Subsurface Exploration of the project site; and Site acquisition, rights-of-way, easements, etc. Site plans will be generated from existing plans.

The following improvements will be designed as part of this project (Upgrade existing tankage to MLE Process):

- Retrofit existing aeration tank zones by modifying existing baffle walls, modifying existing covers and constructing additional walls as needed.
- Install mixers and isolate air supply in compartments from the rest of the aeration tank to create anoxic/ swing zones.
- Upgrade existing ceramic disc diffuser system (including all PVC piping) to EPDM membrane fine-bubble diffuser system.
- Add a submersible propeller pump and piping (nitrate recycle pump) with VFD to each aeration tank.
- Perform hydraulic calculations necessary to accommodate internal recycle flows.
- Perform associated electrical and site upgrades, including ductbanks, control wire, new electrical space.
- Improvements necessary to connect nutrient removal system equipment and instruments to SCADA system.

The following improvements will be designed as part of this project ("High Priority / Immediate" Recommendations):

- Replace the existing horizontal, centrifugal septage handling pumps with positive displacement pumps, such as rotary lobe pumps.
- Add buried isolation valve on the scum line to allow isolation of the scum wetwell from the submerged scum weirs during periods of high flow. Alternatively (during preliminary design), explore replacing the scum-tipping weir elevation to be above the max water surface when not in operation.
- Modify scum wetwell access by adding a 3' by 3' aluminum hatch in the center of the tank. The existing 24" manhole accesses at either end of the tank will be kept to facilitate cleaning operations.
- Recoat interior of Primary Settling Basins with hydrogen sulfide resistant coating system.
- Regasket leaking seams on Primary Settling Basin covers. Alternatively, increase the ventilation rate to increase the negative pressure within the hatches, preventing odor migration to the atmosphere (to be finalized during preliminary design).
- Increase airflow from influent channel headspace to the larger basin headspace either by increasing the duct size or installing a supplemental fan if necessary.
- Partial replacements have been performed of the primary sludge grinders. Any remaining original grinders should be replaced as a high priority item.
- Replace mechanical speed controller on Primary Sludge Pump No. 1 with a variable frequency drive (VFD).
- Replace Secondary Flow Splitting Structure adjustable weir gates. New weir gates to have electric actuators and include connectivity to the SCADA system for remote and/or automatic operation.
- Replace the secondary clarifier Draft Tube Clarifier Mechanisms with rapid-sludge withdrawal suction header mechanisms. Incorporate equipment to optimize clarifier performance, including energy dissipating inlets, density current baffles, corrosion-resistant bridges, launder cleaning system, etc.

- Replace the existing Secondary Clarifier pressure relief valves with Tideflex-style pressure relief valves.
- Resurface the exposed aggregate on the secondary clarifier launder surfaces with a cementitious overlay. Provide launder-cleaning brush system.
- Investigate energy efficiency improvement opportunities at the WWTF during preliminary design.
- Add total suspended solids (TSS) probe on the return sludge line to allow real-time measurement and trending of MLSS concentration, facilitate sludge wasting, and enhance process control.
- Upgrade the return activated sludge pumps.
- Upgrade the waste activated sludge pumps. Also, consideration should be given to utilizing a different pump technology for waste sludge pumping, such as rotary lobe pumps.
- Design extension to the Sludge Garage and modify site paving to facilitate sludge dump trailer operations.
- Evaluate dewatering system bulk polymer storage and feed systems and design improvements to components not recently upgraded within the dewatering project.
- Relocate primary / aeration tank odor treatment to compost area, design new biofilter or reuse of existing abandoned-in-place biofilter (to be finalized during preliminary design). If biofilter will be constructed as a subsequent phase due to available funds, design ductwork to move existing biofilter discharge to compost area. Ductwork to be compatible with future relocated system.
- Replace effluent disinfection back-up sodium hypochlorite feed facilities, including all piping and pumps. Repair the delaminated areas in the concrete floor slab with a thin cementitious overlay. Replace all stanchion / unistrut frame/ pipe supports and base plates.
- Design improvements necessary to connect the Plant Water Control System to Facility SCADA system.
- Design improvements necessary to connect the upgraded Odor Control System to SCADA system.
- Design improvements necessary to connect the Yard Waste Pump Station to SCADA system.
- Replace Yard Waste Pump Station, including pumps, motors and controls and add VFD's. During preliminary design explore options for a larger enclosure.
- (Office Area) Install new electric thermostats and zone valves on the fin tube radiation eliminating the pneumatic baseboard controls.
- (Laboratory) Replace the laboratory ventilation and air conditioning system.
 - Install new electric thermostats and zone valves on the fin tube radiation eliminating the pneumatic baseboard controls.
 - Replace lab hood makeup air fan RSF-2 and replace pneumatic controls for the system.
 - Install a make-up air system for the fourth hood (which does not presently have one).
- (Women's Locker Room) Install new electric thermostats and zone valves on the fin tube radiators eliminating the pneumatic baseboard controls.
- (Men's Locker Room) Install new electric thermostats and zone valves on the fin tube radiation eliminating the pneumatic baseboard controls. Replace exhaust fan REF-9 in kind.
- Install a Tepid water system within the Administration Building for the emergency showers.
- (Pump Room) Replace the unit heater and thermostatic controls.
- (Blower Room) Replace the unit heater and thermostatic controls.
- (Blower Room) Demolish roof exhaust fan REF-1 and associated ductwork. Install insulated panels in the plated-over openings in the east wall.
- (Sludge Garage) upgrade unit heater UH-1 with an epoxy-coated unit and thermostatic controls.
- (Shop) Replace unit heater UH-2 and thermostatic controls.
- (Shop Storage Room) Repair or replace the backflow preventer to allow the intermediate drain to have full-flow during a back-flow event.
- (Boiler Room) Modify combustion air arrangement in order to conform to NFPA 31 requirements.
- (Process Area) Replace unit heaters UH-5 and UH-6 with epoxy-coated units and thermostatic controls.
- (Process Area) Replace air handling unit RTU-2 and exhaust fan IEF-1 with a new air handling unit and exhaust fan rated for 6 AC/HR (3,800 CFM) including new controls, ductwork and energy recovery heat exchanger.
- (Polymer Room) Replace the unit heater and thermostatic controls. Over-size the new unit heater to handle the building heat loss and ventilation load of 6 AC/HR.

- (Polymer Room) Install a new roof exhaust fan rated for 6 AC/HR. Demolish the roof-mounted air handling unit RTU-3 and install a gravity roof intake.
- Install a Tepid water system within the Process Building for the emergency showers with a recirculation pump.
- Replace the Compost Office through-wall combination heater/ AC unit.
- Replace the Compost Garage unit heater and exhaust fan.

The **Design Phase** milestones and deliverables are described below:

Preliminary Design

- Prepare a Preliminary Design Report presenting the intended plan, implementation schedule and updated cost estimate as well as site, building, and process layouts sufficient to convey the design intent. Distribute report to CLIENT (3 copies) and NHDES (2 copies).
- Review and confirm applicable permits associated with the recommended work.
- Perform up to 2 days of site visits with the CLIENT to review similar equipment systems at other facilities.
- Prepare for and attend four meetings with Town staff

Final Design

- Provide 90% Design Plans, Specifications and Contract Documents for CLIENT, and NHDES (2 sets to CLIENT, 2 to NHDES). Three week review period. Address review comments. Provide 90% project cost estimate.
- Provide 100% Design Plans, Specifications and Contract Documents for CLIENT and NHDES review and approval (7 sets to CLIENT, 3 to NHDES). Provide 100% project cost estimate.
- If necessary to accommodate the City's needs, develop two separate sets of 100 % construction documents.

Permitting

- It is anticipated that this project will require only a NHDES Construction General Permit based on the area of site disturbance. Any additional permitting will required an amendment to this contract.

Schedule (assuming March, 2012 start)

- Provide Preliminary Design Report in July 2012 (120 days).
- Receive OWNER / NHDES comments in August, 2012
- Provide 90% Design Plans, Specification and Contract Documents by December, 2012.
- Receive OWNER / NHDES comments in January, 2012
- Receive a 90% review comments in January, 2013
- Provide 100% Bidding Documents in March, 2013
- Advertise in March / April 2012
- Bid Opening in April, 2012.

COST OR PRICE SUMMARY FORMAT FOR SUBAGREEMENTS UNDER NH SAG & SRF			Form Approved DES 02/06	
PART I - GENERAL				
1. GRANTEE / LOANEE - CITY OF DOVER, NH			2. GRANT/LOAN NO.	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR - WRIGHT-PIERCE			4. DATE OF PROPOSAL February 28, 2012	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include ZIP) 230 COMMERCE WAY, PORTSMOUTH NH 03801			6. TYPE OF SERVICE TO BE FURNISHED ENGINEERING DESIGN (WWTF PROJECT)	
PART II - COST SUMMARY				
7. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTAL
PRINCIPAL-IN-CHARGE	40	64.00	\$2,560.00	
PROJECT MANAGER	310	46.00	\$14,260.00	
PROJECT ENGINEERS	1180	32.00	\$37,760.00	
BLDG DESIGN ENGINEERS	1653	31.00	\$51,243.00	
DESIGNER/ TECHNICIAN	1820	21.54	\$39,202.80	
CLERICAL	150	17.00	\$2,550.00	
PROJECT REVIEWERS	80	54.00	\$4,320.00	
DIRECT LABOR TOTAL:				\$151,896
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	x BASE =	ESTIMATED COST	
	1.68	151,895.80	\$255,185	
INDIRECT COSTS TOTAL:				\$255,185
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1) TRANSPORTATION			\$1,370.00	
(2) PER DIEM			\$700.00	
TRAVEL COSTS TOTAL:			\$2,070.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)	QTY	COST	ESTIMATED COST	
TELEPHONE, FAX, POSTAGE, CADD	1	\$18,240	\$18,240	
PRINTING, MATERIALS, SUPPLIES	1	\$8,400	\$8,050	
EQUIPMENT SUBTOTAL :			\$26,290.00	
c. SUBCONTRACTS			ESTIMATED COST	
SUBCONTRACTS SUBTOTAL :			\$0.00	
d. OTHER (Specify categories)			ESTIMATED COST	
OTHER SUBTOTAL :			\$0.00	
e. OTHER DIRECT COSTS TOTAL :				\$28,360
10. TOTAL ESTIMATED COST				\$435,441
11. PROFIT				\$61,059
12. TOTAL PRICE				\$496,500



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2012.07.25 – 97**
Resolution Re: Amendment of FY2013 Fee Schedule Related to In-Vehicle Parking Meter Reload Fees

- WHEREAS: The City of Dover has metered parking in the downtown, and;
- WHEREAS: The Parking Commission held several hearings and the Parking Manager has noted strong support for the inclusion of a in-vehicle parking meter system in conjunction with the city's paid parking program, and;
- WHEREAS: The Dover Parking Commission at their June 19, 2012 voted to recommend the City Manager enter into a contract with OTI America for its EasyPark In-Vehicle Parking Meter system; and
- WHEREAS: The current fee structure in place for mobile parking meters is not compatible with a multi-city program.

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

The City Council of the City of Dover authorizes changes to the Police section, p. 9 of the approved FY 2013 Fee Schedule as follows:

PARKING METER RATES

Remove:

<u>Services</u>	<u>Fee</u>	<u>Authorization</u>	<u>Authorizing Entity</u>
Mobile parking meter reloads	Full value of purchase (city pays reload fees)	Budget Resolution	City Council

REQUIRES PUBLIC HEARING AND A 2/3 MAJORITY VOTE OF THE COUNCIL.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

Approved as to Legal Form: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2012.07.25 – 97**
Resolution Re: Amendment of FY2013 Fee Schedule Related to In-Vehicle Parking Meter Reload Fees

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dean Trefethen		
Deputy Mayor Robert Carrier, at Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Michael Crago Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

In response to public input to include an In-Vehicle Parking Meter system (IVPM) in conjunction with the city’s paid parking program, the Parking Commission evaluated the available products and programs. On Track Innovations’ (OTI) EasyPark system was recommended for its ease of use and future compatibility with other NH municipalities.

Since EasyPark is intended to be a multi-city device and several municipalities are likely to join the system, our current fee schedule in which the city pays the entire reload fee, is not compatible. If we were to continue that structure, the city would be paying the reload fees for use in other towns. For example, if a driver loads \$50 of parking on their IVPM and uses all of value in Portsmouth where they work, Portsmouth would get \$50 and Dover would have to pay \$2.95; basically subsidizing Portsmouth’s parking. The reload fee cannot be dispersed to specific towns based on usage.

At their June 19, 2012 meeting, the Parking Commission voted to recommend eliminating the city picking up the cost of reload fees. Their opinion was that a discount is already provided in two ways. First, when the device is purchased; it comes with \$10 in parking fees. The cost of the IVPM will be \$19.95, so the net cost to the consumer is \$9.95. Second, there is also the benefit of being able to “pay by the minute” for actual use instead of projecting how much time they might need when they use the regular parking meter. There is also the convenience afforded drivers by not having to go to the on-street parking meter in the first place nor return to their car when their meter receipt is about to expire. As long as the vehicle does not stay past the indicated time limits, the driver can continue their visit.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2012.07.25 – 97**

Resolution Re: Amendment of FY2013 Fee Schedule Related to In-Vehicle
Parking Meter Reload Fees



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:
Ordinance Title: **O -2012.07.25 – 11**
Chapter: 166-44 Vehicles and Traffic; In-Vehicle Parking Meters

The City of Dover Ordains:

1. PURPOSE:

The purpose of this ordinance is to:

Add **166-44: In-Vehicle Parking Meters**, to establish regulations on the use of In-Vehicle Parking Meters.

2. AMENDMENT:

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by adding Section 166-44. “In-Vehicle Parking Meters”,

THE FOLLOWING IS ADDED:

A. The use of In-Vehicle Parking Meters (IVPM) to pay for parking is permitted notwithstanding the provisions of 166-38 (C)(1) under the following conditions:

1. The IVPM is displayed by using the mounting bracket, or on the dashboard, allowing the readout device to be clearly viewed.
2. The IVPM is authorized for use in the City of Dover and activated for the proper zone in which the vehicle is parked.
3. No manipulation of the software, display, deactivation or reactivation of the IVPM resulting in the avoidance of parking fees has occurred.

B. Attempts at circumvention of the IVPM program may result in the closing of the IVPM account without refund of any kind.

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:
 Ordinance Title: **O -2012.07.25 – 11**
 Chapter: 166-44 Vehicles and Traffic; In-Vehicle Parking Meters

DOCUMENT HISTORY:

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

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dean Trefethen		
Deputy Mayor, Robert Carrier, At Large		
Councilor, Edward Spuler, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:

Ordinance Title: **O -2012.07.25 – 11**

Chapter: 166-44 Vehicles and Traffic; In-Vehicle Parking Meters

ORDINANCE BACKGROUND MATERIAL:

The City intends to authorize the use of In-Vehicle Parking Meters (IVPM) as an alternative means to pay for parking. The IVPMs are preloaded with paid parking time and activation and deactivation is completed by the driver.

This ordinance requires users to properly activate and display the device.

IVPM owners will still be able to take advantage of the short visit exception to purchasing a meter receipt for on-street spaces as authorized in 166-38.C(5).

In order to prohibit users from turning their IVPM off and on in relation to the patrol routes of the parking enforcement officers to avoid properly paying for parking and/or to avoid posted time limits, any vehicle for which the device is turned off and the vehicle is left unattended shall be deemed in violation. Violation appeals will still be accepted by the parking manager for exceptional situations.

Violations of this section can result in closing of the IVPM account after the current funds are exhausted and no refund for the purchase of the device will be issued.

At their April 18, 2012 regular meeting, the Parking Commission unanimously voted to recommend this ordinance.

166-44 is currently "Reserved".



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

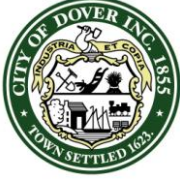
Ordinance Number:
Ordinance Title: **O -2012.07.25 – 11**
Chapter: 166-44 Vehicles and Traffic; In-Vehicle Parking Meters

166-38 is provided as a reference for this proposal, no changes are proposed to 166-38. This document was accurate at the time of the submission.

166-38. Unlawful Acts; Separate Violations

The following shall be considered violations of this Article:

- A) It shall be unlawful for any person to park or allow any vehicle registered in his name to be parked in a parking meter zone so that vehicle is not entirely within the area designated or delineated by lines or markings.
- B) It shall be unlawful for any person to park or allow any vehicle registered in his name to be parked in excess of nineteen (19) feet in overall length in a parking meter zone except as provided in 166-39.
- C) It shall be unlawful for any person to park or allow any vehicle registered in his name to be parked or left standing in any area where parking is controlled by a master parking meter:
 - 1) Without purchasing a receipt from said master parking meter for such parking or standing time.
 - 2) Without displaying any receipt so purchased in a master parking meter in a position on the dashboard of the vehicle in order that the time printed on said receipt may be clearly visible from outside the vehicle.
 - 3) After parking or standing time which has been purchased has expired.
 - 4) Displaying an altered or falsified receipt or any receipt that has not been purchased from the master parking meter controlling the parking space in which the vehicle displaying the receipt is parked.
 - 5) Exception: No master receipt is required for on-street parking of less than 15 minutes. This exception does not apply to parking lots.
- D) Each subsection of the acts described in Subsection C(1) to (4) shall constitute a separate violation and additional violation. It shall further be unlawful for any person to park or allow any vehicle registered in his name to remain parked in a parking meter zone when time purchased on the parking meter for that space has expired, except as provided in 166-37.
- E) It shall be unlawful for any person to park or allow any vehicle registered in his name to be parked or left standing on any public highway or part of a public highway within the city in a parking meter zone without conforming to the provisions of this Article.
- F) Where a violation of this Article is found, each additional one (1) hour that a vehicle is so parked in violation shall constitute a separate additional violation.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number:

Ordinance Title: **O -2012.07.25 – 11**

Chapter: 166-44 Vehicles and Traffic; In-Vehicle Parking Meters

- G) Exceptions: The provisions of the aforementioned sections of this Article shall not apply to publicly owned vehicles nor to persons who are disabled and have obtained permission so to park from the Chief of Police.