



**CITY OF DOVER**

## CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 22, 2013**  
Meeting Time: **7:00 pm**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PROCLAMATIONS/AWARDS – None**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
  - A. **FISCAL YEAR 2014 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) CITY BUDGET ONLY**  
SPONSORED BY MAYOR TREFETHEN BY REQUEST
8. **CITIZEN'S FORUM**

*Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.*
9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
  - A. **May 1, 2013 – Workshop Session**
  - B. **May 8, 2013 – Regular Meeting**
11. **MAYOR'S REPORT**
12. **UNFINISHED BUSINESS**
  - A. **ORDINANCES IN THE 2<sup>nd</sup> READING – None**
  - B. **ORDINANCES IN THE 3<sup>rd</sup> READING – None**



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### **C. RESOLUTIONS – None**

### **13. NEW BUSINESS**

#### **A. CONSENT CALENDAR**

- 1. BLOCK PARTY – 1<sup>st</sup> Birthday Party**
- 2. RAFFLE – Moses Paul Masonic Lodge #96**
- 3. RAFFLE – Son of the American Legion Post 8**
- 4. ROAD RACE – Garrison Elementary School**
- 5. TAG – Dover Little Green Cheerleading**
  
- 6. RESOLUTION: B07052 CHEMICAL ROOT CONTROL ADDITIONAL SERVICES  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 7. RESOLUTION: B13034 CALDERWOOD WELL CLEANING AND PUMP REPAIRS  
ADDITIONAL SCOPE OF WORK.  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 8. RESOLUTION: B13053 AWARD OF BID TRAFFIC CONTROL FLAGGING  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 9. RESOLUTION: B13063 CATCH BASIN CLEANING SERVICES  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 10. RESOLUTION: B13064 PROFESSIONAL CONSULTING SVS FOR  
DEVELOPMENT OF TAX INCREMENT FINANCE & TRANSIT ORIENTED DEVEL.  
DISTRICTS  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**
  
- 11. RESOLUTION: TROJAN UV3000 PLUS LAMPS AND SLEEVE QUARTZ  
SPONSORED BY MAYOR TREFETHEN BY REQUEST**

#### **COMMITTEE REPORTS**

- |  |  |
|--|--|
| 1. School Board                        | 8. Transportation Advisory Commission                    |
| 2. Planning Board                      | 9. Legislative Liaison                                   |
| 3. Appointments Committee              | 10. Pool Advisory Committee                              |
| 4. Recreation Advisory Board           | 11. Parking Commission                                   |
| 5. McConnell Center Advisory Committee | 12. Ordinance Codification and Verification<br>Committee |
| 6. Arts Commission                     |  |
| 7. Solid Waste Advisory Commission     |  |



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**B. RESOLUTIONS-None**

**C. ORDINANCES IN 1ST READING – None**

**14. COUNCIL CORRESPONDENCE – None**

**15. COUNCIL MATTERS OF INTEREST**

**16. ADJOURNMENT**

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# CITY MANAGER'S REPORT



**May 22, 2013**

**SUBMITTED BY:**

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

**CITY OF  
DOVER, NH**

**AVAILABLE ONLINE:**

**[WWW.DOVER.NH.GOV](http://WWW.DOVER.NH.GOV)**

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# Dover Business & Industrial Development Authority

## Economic Development Overview

Dan Barufaldi

### Summary:

Economic activity in the region continues to expand modestly, according to business contacts. Most retailers cite slower than expected sales, and tourism has softened partly due to unseasonal weather. Over half of responding manufacturers report demand improvements in the first quarter; the rest are less upbeat. Most consulting and advertising firms say business is strong. Reports from commercial real estate sources are more positive in this round than previously, with leasing activity increasing locally. In the residential sector, limited inventory seems to be constraining home sales, but median home prices are rising modestly. Hiring reflects demand growth so few firms are adding significantly to headcounts except in consulting. Price pressures are minimal. Most expect current trends to continue, leading to modest to moderate growth in the second quarter and last half of the year. Dover's current unemployment rate stands at 4.7%, down from 5.2% earlier in the year.

### Retail and Tourism:

Retailers contacted report mixed results for Q1, 2013. A few reported sales up 2.5 to 2.6% while others reported slower than expected sales. Some attribute their slowdowns partly to the prolonged winter weather versus a shorter warmer winter last year. Demand remains strong for clothing, shoes, and home furnishings. Inventories are in good shape and any price increases are moderate. Most expect 2013 sales increases in the modest single digits.

The tourism business softened in February and March regionally, with some local bright spots doing better than the region in a year to year comparison. There is some weather related negative influence, especially for restaurants and museums. First quarter is historically the slowest quarter for leisure travel. European tourism activity dropped 5% this quarter versus a year ago. Corporate business travel and entertaining remain strong.

### Manufacturing and Related Services:

Manufacturing in the region continues to be a mixed picture. More than half report that demand for their products has improved in the first quarter versus the previous quarter or previous year. Strongest sales were in the healthcare sector with a few reporting spectacular growth. A firm in this sector but involving semi-conductors and/or analog devices reports languishing sales in a known cyclical market, but to an extent and duration not seen before. Hiring patterns mirror the sales growth with even splits between substantial hiring, hiring stability, and staff reductions. Healthcare hiring, as expected, leads the field and staff growth here is expected to rise annually at 15-18%.

In manufacturing sectors with weak demand, weakness is not yet translating into lower capital investment. Half the firms reported increasing in spending while the balance reported no change.

Looking ahead, only one-third of manufacturing respondents were negative about the outlook. Most of the rest were optimistic or "cautiously optimistic".

### Selected Business Services:

Consulting and advertising companies in the region report a generally strong first quarter and were generally positive about their firms' recent performance and near-term outlook. Marketing and advertising contacts note a growth spike due to clients in stronger financial positions and

cash to spend. Several contacts report robust sales demand for healthcare consulting services as the industry adapts to massive changes attributable in part to the Affordable Care Act. Economic consulting remains strong because of high levels of complex high-stakes litigation. Management and strategy consulting contacts cite improved business conditions as clients have become more optimistic and seem to believe that it is time to invest in future growth. Those working directly for the federal government have been heavily affected by the fiscal contraction.

It is expected that cost increases are about 2% and most firms either have raised rates between zero and 5% or plan to do so later in the year. Several firms have held off on hiring either due to strong recent hiring or a desire to wait until stronger demand seems more established.

Healthcare related services firms are hiring strongly as they expect growth to remain up or to pick up even more through the rest of 2013. Government consultants remain uncertain about future fiscal policy and offer no forecast. Others seem only minimally concerned about fiscal issues, the European debt crisis, and the state of the macro economy and are deciding to move forward with investment and business expansion rather than wait for more clarity.

### **Commercial Real Estate:**

Regional reports in this sector contain some good news as Boston area commercial space absorption has taken off. Locally, we are still absorbing a large available leased commercial property inventory and are moving to the point rapidly that new build space will be needed. Office space remains available at moderate prices, but investment sales activity is beginning to rise. Small scale commercial real estate loan demand remains well below last year's pace.

Construction materials cost is rising, putting pressure on profit margins at small firms in particular. It is expected that improvement in fundamentals here will be slow, particularly for office space. The fiscal threat to the defense industry locally remains real as a potential drag on commercial real estate locally.

### **Residential Real Estate:**

Strong consecutive months of year-over-year growth in single-family home sales halted in February, with some continued growth in median priced homes locally while most areas around us declined. Buyer demand remains strong, but dwindling inventories have slowed sales growth. Median sale prices rose across the region rose from a year ago. Price rises may be somewhat attributable to the declining stock of distressed properties compared to a year ago, as well as the decline in supply relative to demand. Multiple bids on properties have become more common as inventory continues to shrink.

Contacts express some concern that low inventory levels in the next several months could discourage buyers and continue to be a significant factor limiting the growth of sales. The advent of spring may help. In addition, rising prices will eventually lure sellers into the market who have been waiting for the value of their homes to rise before listing them.

*Non-local content contains excerpts from the Federal Reserve Beige Book-Boston.*

**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: April 2013**

	Current Month	FY2013	FY2012	FY2011
<b>Legal Matters/Questions Handled</b>	26	270	360	245
<b>Document Creation &amp; Review</b>	8	117	126	140
<b>Right to Know Requests Processed</b>	4	35	61	40
<b>Resolutions</b>	0	23	23	-
<b>Ordinances</b>	2	12	12	-

**SIGNIFICANT DEVELOPMENTS, TRENDS AND MATTERS:**

Right to Know requests pursuant to RSA 91-A in April:

- Alton, NH – superintendent document review
- Masassas, VA – uncashed checks
- Dover, NH – city council emails
- Rochester, NH – biosolids disposal agreement

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

Assistance to School: nonpublic minutes procedures; board vacancy; school contracts; engagement of special counsel

Assistance to Community Services Department: evacuation permit

Assistance to the Planning Department: Armory conveyance; request to farm conservation land; parking near dam; demolition damage; roaming chickens; parking lot agreement; indemnification question

Assistance to Finance Department: liens; snow fence claim; trust fund reports; conflict of interest; Blockbuster tax lien

Assistance to Executive: Budget analysis; communications policy; ethics complaint; IT contract; memorandum of lease; cell tower inquiry

Assistance to the City Manager: review of documents for signature; review of litigation; 91-A requests

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: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 1, 2013**  
Meeting Time: **7:00 pm**

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

**Present:** Mayor Trefethen, Deputy Mayor Carrier, Councilor Cheney, Councilor Crago, Councilor Garrison, Councilor Hooper, Councilor Weeden, and Councilor Weston.  
Councilor Spuler arrived at 7:12 pm.

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

### 5. **DISCUSSIONS**

#### **A. BUDGET PRESENTATIONS**

##### **1. LIBRARY**

Library Director Catherine Beaudion gave a PowerPoint presentation to the Council regarding the proposed budget for the Library Department.

##### **2. RECREATION**

Recreation Department Director Gary Bannon gave a PowerPoint presentation to the Council regarding the proposed budget for the Recreation Department.

##### **3. POLICE**

Police Chief Colarusso gave a PowerPoint presentation to the Council regarding the proposed budget for the Police Department.

##### **4. FIRE**

Fire Chief Driscoll gave a PowerPoint presentation to the Council regarding the proposed budget for the Fire Department.



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### 6. FORUM

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

**Ronald Huml, 199 Mast Road, Member of the Arena Commission:** He spoke about the Commission's belief that the profits of the Arena should be going into Arena Reserve Fund.

**Arthur Burke, 2 Union Street:** He said he didn't realize the Citizen's Forum was only for the topics discussed, and he said he would speak to the Council at another time.

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

### 7. ADJOURNMENT

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

PowerPoint presentations have been archived with these minutes.



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### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

Councilor Hooper led the Pledge of Allegiance.

### 4. ROLL CALL ATTENDANCE

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

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

### 5. PROCLAMATIONS/AWARDS – None

### 6. APPROVAL OF AGENDA

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

Vote: 9/0.

Councilor Cheney moved to add the Ordinance Codification and Verification Report; seconded by Councilor Weeden.

Vote: 9/0.

Councilor Cheney ask to pull Item 13.C.1.; seconded by Councilor Weeden.

Vote: 9/0.

Deputy Mayor Carrier made a motion to approve the agenda as amended; seconded by Councilor Garrison.

Vote: 9/0.

### 7. PUBLIC HEARINGS

#### A. CHAPTER 170, ZONING – REZONING LITTLEWORTH ROAD

SPONSORED BY MAYOR TREFETHEN, PLANNING BOARD REPRESENTATIVE

**Economic Development Director Daniel Barufaldi:** He spoke in favor of the ordinance change.

**Deborah Goard, 6 Beverly Lane:** She spoke against the rezoning ordinance.

**Rachel Roberge, 19 Littleworth Road:** She spoke against the rezoning ordinance and commercial development of this area.

**Deborah Sousane, 24 Littleworth Road:** She spoke against the rezoning ordinance.

**Robert Sherwood, Kox Marsh Road Property Owner:** He spoke in favor of the ordinance change.



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**Diane Stowell, 5 Old Littleworth Road:** She spoke against the rezoning ordinance.

**Nancy Boyle, 4 Chandler Way:** She spoke against the rezoning ordinance.

**Marcela LeDuc, 9 Old Littleworth Road:** She spoke against the rezoning ordinance.

**John Grammas, Developer for the proposed property:**

Mayor Trefethen asked him if he was a property owner or resident of Dover.

Mr. Grammas said he was not.

Mayor Trefethen said he wasn't allowed to address the Council.

**Gloria Michaud, Knox Marsh Road:** She spoke in favor of the rezoning ordinance.

**Cheryl Carmichael, 19A Littleworth Road:** She spoke against the rezoning ordinance.

Councilor Weeden made a motion to suspend the rules to allow the Developer to speak. It was not seconded.

**Richard Hebbard, 97 Spruce Lane:** He spoke about the process for the Public Hearing not being followed.

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

**B. CHAPTER 170, ZONING – REZONING RUTLAND STREET**

SPONSORED BY MAYOR TREFETHEN, PLANNING BOARD REPRESENTATIVE

**Attorney Jim Schulte, Towle Ave:** He said he represented the applicant requesting the ordinance change. He discussed the owner's intentions with the property.

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

**C. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2014 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUNDS**  
SPONSORED BY MAYOR TREFETHEN BY REQUEST

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

**D. FISCAL YEAR 2014 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) SCHOOL DEPARTMENT BUDGET ONLY**  
SPONSORED BY MAYOR TREFETHEN BY REQUEST

**Elizabeth Malia, 39 Tideview Drive:** She spoke in favor of the proposed School Board's budget.

**Wotton, 12 Apache Street:** He spoke in favor of the proposed School Board's budget.



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**Amanda Russell, 20 Cranbrook Lane, School Board Member:** She spoke in favor of the proposed School Board's budget.

**Peter Driscoll, 41 Arch Street:** He spoke in favor of the proposed School Board's budget.

**Donald Medbery, 3 Covered Bridge Lane:** He spoke against the proposed School Board's budget. He also discussed the problems with the Barrington and Nottingham contracts, and the non-public meetings of the School Board.

**Kathleen Costello, 18 Hemlock Forest:** She spoke in favor of the proposed School Board's budget.

**Michael Limanni, Business Administrator:** He spoke in favor of the proposed School Board's budget.

Councilor Cheney interrupted the Citizen's Forum to clarify the Public Hearing rules. She made a motion to allow Mr. Grammas an opportunity to speak to the Council; seconded by Councilor Crago.

The Council discussed the issue.

Councilor Crago withdrew his second.

Councilor Cheney said she just found out that he is a resident.

Vote: 4/5; Failed.

Councilor Cheney said he could still speak during Citizen's Forum.

Mayor Trefethen agreed.

**Richard Hebbard, 97 Spruce Lane:** He asked the Council not to override the tax cap.

**Betsey Andrews Parker, School Board Member:** She spoke in favor of the proposed School Board's budget.

**Joseph Tenuta, 262 Long Hill Road:** He spoke in favor of the proposed School Board's budget.

**Mary Hebbard, 97 Spruce Lane:** She asked the Council not to override the tax cap.

**Gregory Brown, 6 Arbor Drive:** He spoke in favor of the proposed School Board's budget.

**David Latchaw, 1 Crescent Avenue:** He spoke in favor of the proposed School Board's budget.

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



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### 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.*

**Human, 55 Union Street:** He spoke about the appointment of the current General Legal Counselor Krans as the new Director of the Dover Housing Authority. He also spoke about the Police Facility Building Committee conspiracy.

**Donald Medbery, 3 Covered Bridge Lane:** He questioned the current General Legal Counselor Krans appointment as Director to the Dover Housing Authority. He also talked about the Dickinson Waterfront project.

**Mary Hebbard, 97 Spruce Lane:** She spoke about the letter from Mr. McManus and the strategy of the Strafford Regional Planning Commission to penalize nonpaying communities. She spoke about the Ordinance Codification and Verification Committee.

**Bentley Jessee, 10 Grove Street:** He spoke about the changes of sidewalk signage in the City.

**Maybeth Anderson, 16 Monroe Street:** She urged the Council to vote in favor of Item 13.B.4.

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

### 9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He said the City has completed the water/sewer meter readings and bills will be mailed tomorrow. He reminded the Council and citizens that property tax bills are due June 3<sup>rd</sup>.

Councilor Weston started a discussion on the sale of the armory and the impact to the proposed budget.

City Manager Joyal said it hasn't been formally put the armory up for sale at this time.

Councilor Weston asked about the status of the bridge on Watson Road.

City Manager Joyal said he was going to be asking the Council at the next meeting to put it up for sale.

Councilor Weeden made a motion to give direction to the City Manager to put the armory up for sale; seconded by Councilor Weston.

Vote: 9/0.

Councilor Spuler asked for clarification regarding the process for a public notice and public hearing for rezoning.

City Manager Joyal explained the process to the Council.

Councilor Crago referred to Mr. Jessee's comments regarding signage, and asked why it is so difficult to have signs in the City.

City Manager Joyal said the City has a comprehensive sign ordinance which has to be enforced.

Planning Director Parker explained the ordinance and their enforcement procedures to the Council.



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

Vote: 8/0. Councilor Weeden was absent from the Council Chambers.

### 10. APPROVAL OF MINUTES

**A. April 17, 2013 – Workshop Session**

**B. April 24, 2013 – Regular Meeting**

Deputy Mayor Carrier moved to approve the minutes; seconded by Councilor Spuler.

Vote: 9/0.

### 11. MAYOR'S REPORT

Mayor Trefethen said he attended the Cochecho Waterfront Development Advisory Committee meeting. He attended the Greater Dover Chamber of Commerce Sweepstakes event. He attended the Dover Softball Opening Day.

Councilor Cheney asked about the Police Facility Building Committee and 91-A rules for a non-public meeting.

Deputy Mayor Carrier said they have received 14 proposals and there were sensitive areas with negotiations.

Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Weeden.

Vote: 9/0.

### 12. UNFINISHED BUSINESS

**A. ORDINANCES IN THE 2<sup>nd</sup> READING – None**

**B. ORDINANCES IN THE 3<sup>rd</sup> READING**

**1. CHAPTER 170, ZONING – REZONING LITTLEWORTH ROAD**

**SPONSORED BY MAYOR TREFETHEN, PLANNING BOARD REPRESENTATIVE**

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

Councilor Hooper asked if the City knew what was going to be developed.

Planning Director Parker said they have not been specifically told what will be built.

Councilor Hooper asked if something could be planted or constructed to separate the residences from the strip mall.

Planning Director Parker said the ordinance requires screening.

Councilor Hooper asked if there were any plans to control traffic.

Planning Director Parker said a traffic study would be required.

Mayor Trefethen said normally this would require six no votes from the Council to overturn, but with the citizen petition it would require six yes votes from the Council to approve.

Roll Call Vote: 5/4; Failed. Councilors Cheney, Hooper, Spuler and Weston were opposed.



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### **2. CHAPTER 170, ZONING – REZONING RUTLAND STREET** SPONSORED BY MAYOR TREFETHEN, PLANNING BOARD REPRESENTATIVE

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

Deputy Mayor Carrier moved to suspend the rules to move Items 13.B.2., 13.B.3, and 13.B.4. to this point in the meeting; seconded by Councilor Garrison.  
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.B.2.; seconded by Councilor Weeden.  
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.B.3.; seconded by Councilor Spuler.  
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.B.4.; seconded by Councilor Weston.  
Roll Call Vote: 9/0.

### **C. RESOLUTIONS**

#### **1. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2014 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUNDS** SPONSORED BY MAYOR TREFETHEN BY REQUEST

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

Deputy Mayor Carrier moved to suspend the rules to continue the meeting past 10:30 pm to complete the agenda; seconded by Councilor Hooper.  
Roll Call Vote: 9/0.

### **13. NEW BUSINESS**

#### **A. CONSENT CALENDAR**

- 1. ROAD RACE – Triangle Club, Inc.**
- 2. RESOLUTION: B13049 ASPHALT TRENCH PATCHING SERVICES**  
SPONSORED BY MAYOR TREFETHEN BY REQUEST
- 3. RESOLUTION: ESTABLISHMENT OF BRANDON J CULLEN-TOWLE MEMORIAL SCHOLARSHIP TRUST FUND**  
SPONSORED BY MAYOR TREFETHEN BY REQUEST



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- 4. RESOLUTION: AMENDMENT TO CLASS OF 1971 SCHOLARSHIP TRUST FUND SPONSORED BY MAYOR TREFETHEN BY REQUEST**
- 5. RESOLUTION: ACCEPTANCE OF CREDIT CARDS FOR PAYMENT OF SCHOOL DISTRICT FEES 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. Legislative Liaison
10. Pool Advisory Committee
11. Parking Commission
12. **Ordinance Codification and Verification Committee**

Deputy Mayor Carrier for the adoption of the Consent Calendar; seconded by Councilor Hooper. Mayor Trefethen asked the Council if they had items they would like pulled for further discussion. Councilor Hooper asked to pull the School Board Report.

Mayor Trefethen asked for a roll call vote on the remaining items of the Consent Calendar.  
Roll Call Vote: 9/0.

Councilor Hooper gave an oral School Board Report regarding the School Board Special Session meeting that took place on May 6, 2013.

Deputy Mayor Carrier moved to accept the School Board Report; seconded by Councilor Weeden.

Vote: 9/0.

### B. RESOLUTIONS

- 1. RESCIND SCHOOL FY2013 AND FY2011 CIP AUTHORIZATIONS FOR BONDING SPONSORED BY MAYOR TREFETHEN BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Spuler.  
Vote: 9/0.

- 2. RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT WITH DOVER PARAEDUCATORS ASSOCIATION SPONSORED BY MAYOR TREFETHEN BY REQUEST**

Council suspended the rules to move up on the Agenda to follow Item 12.B.2.

- 3. RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT WITH DOVER EDUCATIONAL OFFICE PERSONNEL SPONSORED BY MAYOR TREFETHEN BY REQUEST**



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 8, 2013**  
Meeting Time: **7:00 pm**

Council suspended the rules to move up on the Agenda to follow Item 12.B.2.

**4. RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT WITH DOVER TEACHER'S UNION**  
SPONSORED BY MAYOR TREFETHEN BY REQUEST

Council suspended the rules to move up on the Agenda to follow Item 12.B.2.

**C. ORDINANCES IN 1ST READING**

**1. CHAPTERS 1 THROUGH 170 - GENERAL PROVISION et al**  
**(TO BE REFERRED TO A PUBLIC HEARING ON MAY 22, 2013)**  
SPONSORED BY THE ORDINANCE CODIFICATION AND VERIFICATION COMMITTEE

Councilor voted to withdraw from the agenda.

**14. COUNCIL CORRESPONDENCE**

**A. MEMORANDUM FROM ANTHONY McMANUS, DATED APRIL 19, 2013**

**B. LETTER FROM NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES, DATED APRIL 23, 2013**

**C. LETTER FROM COMCAST, DATED APRIL 23, 2013**

Deputy Mayor Carrier moved to place on file; seconded by Councilor Hooper.  
Vote: 9/0.

**15. COUNCIL MATTERS OF INTEREST**

Councilor Hooper thanked General Legal Counselor Krans for his years of service and wished him well in his new position as Director of the Dover Housing Authority.

Councilor Crago thanked Senator Watters for his success with the Department of Environmental Services (DES) to agree to a peer review regarding the wastewater treatment plants.

Mayor Trefethen said he has a list of dates that he will be sending the Councilor for a Citywide Speak Out Session.

**16. ADJOURNMENT**

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



CITY OF DOVER  
13 APR 29 PH 2: 33

**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: 1st Birthday Party

Federal Tax ID number for Organization: \_\_\_\_\_

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

Contact Person: Jessica Green Day Time Telephone: 603-913-7392

Address: 8 Tanglewood Dr Email Address Bucka27@comcast.net

Purpose of Permit: Birthday Party

Date of Event: Saturday, June 29, 2013 Specific Time: 1pm - 6pm

Location of Event: 8 Tanglewood Drive

\*\*\*\*\*

(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](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: Jessica Green Date: 4/29/13

Licensing Board approval APC Date: 5/8/13  
Revised 03/17/08

Traffic Bureau OK.  
Will loan Road Closed signs.  
(MES)  
shay 26

13A2



CITY OF DOVER  
MAY -1 PM 1:20

### APPLICATION CITY OF DOVER, NEW HAMPSHIRE

RAFFLE\*~~X~~ TAG\*.....PARADE\*\*..... BLOCK PARTY\*\*..... ROAD TOLL\*\*\*.....

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

Organization Name: MOSES PAUL MASONIC LODGE #96  
Federal Tax ID number for Organization: 23-7504725  
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Eternal or Political

Contact Person: VINCENT PULEO Day Time Telephone: 603-491-1639

Address: PO Box 43, DOVER NH, 03820 Email Address: VPULEO@GMAIL.COM

Purpose of Permit: Raffle - fundraiser for the lodge

Date of Event: December 2013 Specific Time: TBD

Location of Event: TBD - local restaurant or at lodge - 32 Pearl St.

*(Raffle Permit only)*  
Prize (s) To Be Awarded: Custom Made Guitar

Amount of Donation: \$ 10 per Date of Drawing: December 2013 Specific Time: TBD

Place of Drawing: TBD - local restaurant or at the lodge at 32 Pearl St.

**\* 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](http://doj.nh.gov/publications/charitable_forms.html).

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

Signature: [Signature] Date: April 29 2013

Licensing Board approval [Signature] Date: 5/7/13  
Revised 03/17/08

All set with  
NH Charitable Trusts  
Unit.  
[Signature]



---

**Exempt Organizations Select Check**[Exc](#)990-N (*e-Postcard*) filer Information

---

**Tax Period:**

2011 (12/01/2011 - 11/30/2012)

**Employer Identification Number (EIN):**

23-7504725

**Legal Name:**

FREE &amp; ACCEPTED MASONS OF NEW HAMPSHIRE

**Mailing Address:**PO Box 43  
Dover, NH 03820  
United States**Doing Business As:**

Moses Paul Lodge #96

**Gross receipts not greater than:**

\$50,000

**Organization has terminated:**

No

**Principal Officer's Name and Address:**Vincent Puleo  
PO Box 43  
Dover, NH 03820  
United States**Website URL:**

---

**Related 990-N (*ePostcard*) Filings:**

If the organization has filed additional Forms 990-N (*e-Postcards*), link(s) to additional *e-Postcard* filings are displayed below. (those filing(s)).

[Tax Year 2007](#)[Tax Year 2008](#)[Tax Year 2009](#)[Tax Year 2010](#)[Return to Search Results](#) [Return to Search Page](#)



13A3

RECEIVED  
DOVER CITY CLERK  
DOVER, NH

2013 APR 25 P 2:39

# APPLICATION CITY OF DOVER, NEW HAMPSHIRE

RAFFLE\* ~~XXXX~~ TAG\* ..... PARADE\*\* ..... BLOCK PARTY\*\* ..... ROAD TOLL\*\*\* .....

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

Organization Name: Son of the American Legion Post 8 Dover NH  
Federal Tax ID number for Organization: 02-0215228  
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: James Wood Commander Day Time Telephone: 603-978-0198

Address: 20 Elmview Cir Dover NH 03820 Email Address: \_\_\_\_\_

Purpose of Permit: Youth + Children Raffle

Date of Event: MAY 10<sup>TH</sup> to June 30<sup>TH</sup> 2013 Specific Time: \_\_\_\_\_

Location of Event: \_\_\_\_\_  
\*\*\*\*\*

(Raffle Permit only) Prize (s) To Be Awarded: Tent, Two sleeping bags, lantern, port gas grill

Amount of Donation: one ticket \$1.00 6 tickets \$5.00 Date of Drawing: June 30, 2013 Specific Time: 3:30 pm

Place of Drawing: American Dove Legion

**\* 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](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: James Wood Date: April 24, 2013

Licensing Board approval [Signature] Date: 5/7/13  
Revised 03/17/08

All set with  
NH Charitable  
Trusts Unit  
DC



13A4

RECEIVED  
DOVER CITY CLERK  
DOVER, NH

2013 MAY -1 P 12: 27

### 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: Garrison Elementary School  
Federal Tax ID number for Organization: \_\_\_\_\_

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

Contact Person: Greg Brown Day Time Telephone: 516-6752

Address: 50 Garrison Rd. Email Address: g.brown@dover.k12.nh.us

Purpose of Permit: Annual 5K Road Race

Date of Event: Sunday June 9<sup>th</sup> Specific Time: 9am

Location of Event: Starting + Ending @ Garrison School -> Same route as last year.  
\*\*\*\*\*

(Raffle Permit only)

Prize (s) To Be Awarded: \_\_\_\_\_

Amount of Donation: \_\_\_\_\_ Date of Drawing: \_\_\_\_\_ Specific Time: \_\_\_\_\_

Place of Drawing: \_\_\_\_\_

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

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

Signature: [Signature] Date: 5/1/13

Licensing Board approval [Signature] Date: 5/8/13  
Revised 03/17/08

Traffic Bureau  
OK  
Will hire 1 police officer.  
MES  
[Signature]

FAX # 516-6666 13AS



### APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Dover Little Green Cheesecake

Federal Tax ID number for Organization: 26-2543466

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

Contact Person: Diane McCombie Day Time Telephone: 603-866-1811

Address: 8 Deepwood Drive Dover NH Email Address: dianemccombie@comcast.net

Purpose of Permit: Tagging

Date of Event: June 6th 7th 8th Specific Time: June 6th 4-8 June 7th 4-8 June 8th 8-8

Location of Event: Various locations in Dover

(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 expedite information on these requirements may be found at [http://doj.nh.gov/publications/charitable\\_forms.html](http://doj.nh.gov/publications/charitable_forms.html).

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

Signature: Diane McCombie Date: 4/24/13

Licensing Board approval: [Signature] Date: 5/7/13

Revised 03/17/08

2013 APR 24 4 11:02  
RECEIVED  
DOVER CITY CLERK  
DOVER, NH

All set with  
NH Charitable Trusts  
Unit,  
[Signature]



**CITY OF DOVER**

## CITY OF DOVER – RESOLUTION

**Agenda Item#:13A6**

Bid Number: **R -2013.05.22-42**  
Bid Description: B07052 Chemical Root Control Additional Services

WHEREAS: Sealed bids B07052 were requested and received for Root Control Services on June 21, 2007 at 2:00 pm. Per a conversation with Darlene Lawrence, NH Division of Pesticide Control there are still only **two** vendors licensed in NH for Root Control on Sanitary Sewer Pipes; and

WHEREAS: These two vendors responded in 2007 with two different methodologies for root control being outlined. Of the two, one vendor has one applicator certification and the other (Duke Root Control Inc of Syracuse NY licensed #133 in NH in 1993 has six applicator certifications; and

WHEREAS: After discussion between the Community Services Sewer Department and the Purchasing Office it is the recommendation that the bid most advantageous to the City of Dover is from Duke's Root Control Inc at the rates as stated in 2007 bid to remain the same (see results page). The city has a long and successful history with this Duke's root Control and does not recommend a change in treatment procedures.

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

The competitive Bid Procedure may be waived by a majority Vote of the City Council.

The Purchasing Agent is hereby authorized to issue a Purchase Order to Duke Root Control Inc at same rates as previous years. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4443.0000	Sewer Rental of Equipment	\$25,500.00	\$25,500.00
		FY14 \$15,000.00 for Root control	

### 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#:13A6**

Bid Number: **R -2013.05.22-42**  
Bid Description: B07052 Chemical Root Control Additional 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#:13A6**

Bid Number: **R -2013.05.22-42**  
Bid Description: B07052 Chemical Root Control Additional Services

### BACKGROUND MATERIAL:

A sealed bid was solicited in 2007 to identify a qualified vendor to supply root control services and two replies were received. The Dover purchasing agent requested an updated list of qualified and licensed vendors in the state of NH and received this list from Darlene Lawrence, Certification Coordinator of the NH Division of Pesticide Control. There are still only two licensed vendors in the State of NH. The City of Dover Utilities Division has outlined the two processes and made recommendation to stay with current pricing and current process utilized by Duke's Root Control which consists of:

1. Use of a 1" plastic hose; they manually push into pipe from manhole to manhole
2. They start the foaming process and electrically winch backs the hose while they are foaming the line.
3. When they reach the end they foam down the manhole.
4. No pre-jetting, no debris washing down, no cleanup.

Second vendor (Municipal Sales) process:

1. Uses a jetter to get the foaming nozzle to the end of the manhole, concerns are by using a jetter, wash down of grit, roots, and other debris, will be forced downstream, without being suck out.
2. They start the foaming process without the jet on.
3. They winch back foaming the pipe as they come back, same as the duke process

### Purchasing Information:

<b>Type:</b>	Sealed bid 2007	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	13	<b>Number of Responses:</b>	2
<b>Warranty:</b>	As stated in Specifications	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	No
<b>Prices will hold for:</b>	June 30, 2014	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Dukes Root Control Inc	<b>Fund:</b>	5320
<b>Other Approvals Required:</b>	Yes Approved State of NH Licensed Applicator	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for City Manager Approval:</b>	Waive bidding procedure



**CITY OF DOVER**

## CITY OF DOVER – RESOLUTION

Agenda Item#:13A6

Bid Number: **R -2013.05.22-42**  
Bid Description: B07052 Chemical Root Control Additional Services

### Results

	Municipal Sales 1099 Burgoyne Ave. Ft. Edward, NY 12822	<b>Dukes Root Control, Inc 1020 Hiawatha Blvd West Syracuse, NY 13204</b>
6" Pipe	1.35	<b>1.49</b>
8" Pipe	1.35	<b>1.49</b>
10" Pipe	1.45	<b>1.66</b>
12" Pipe	1.45	<b>1.82</b>
15" Pipe	1.55	<b>1.82</b>
Misc. Charges	None indicated	<b>None</b>
Minimum quantity/Dollar amount required (if applicable)	\$2000.00 per trip	<b>\$2,000.00 per trip</b>



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#:13A7**

Resolution Number: **R - 2013.05.22 -43**  
Resolution Re: B13034 Calderwood Well Cleaning and Pump Repairs  
Additional Scope of Work.

WHEREAS: Sealed request for Bids B13034 was solicited and received on February 11, 2013 @ 2:30 pm. Three proposals were received and evaluated, and;

WHEREAS: The proposal being deemed most advantageous to the city and meeting specifications was received from Maher Services in the total amount of \$20,042.00. Award was made and work commenced in May, and;

WHEREAS: Once apart, the vendor discovered the need for additional parts for the equipment and column pipe as well as new motor in order to bring the well back on line. Maher Services provided additional costs in the amount of \$13,900 to complete the work. Total project cost is now \$33,942.00 thereby requiring council approval.

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

The Purchasing Agent is hereby authorized to issue a change order to the existing purchase order to Maher Services Inc in the amount not to exceed \$13,900. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Acct Balance
5300.1.300.43320.4741.00000	CS Water Mach & equipment	150,000.00	73,183.91

### 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#:13A7**

Resolution Number: **R - 2013.05.22 -43**  
Resolution Re: B13034 Calderwood Well Cleaning and Pump Repairs  
Additional Scope of Work.

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
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#:13A7

Resolution Number: **R - 2013.05.22 -43**  
 Resolution Re: B13034 Calderwood Well Cleaning and Pump Repairs  
 Additional Scope of Work.

**RESOLUTION BACKGROUND MATERIAL:**

Sealed request for Bids B13034 was solicited and received on February 11, 2013 @ 2:30 pm. Three proposals were received and evaluated. The proposal being deemed most advantageous to the city and meeting specifications was received from Maher Services in the total amount of \$20,042.00. Award was made and work commenced in May.

Once apart, the vendor discovered the need for additional parts for the equipment and column pipe as well as new motor in order to bring well back on line. Maher Services provided additional costs in the amount of \$13,900 to complete the work. Total project cost is now \$33,942.00 thereby requiring council approval.

**Purchasing Information:**

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	60	<b>Number of Responses:</b>	3
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	NA	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until completed	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Maher Services LLC	<b>Fund:</b>	GF
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

B13034 Calderwood well

Additional Work Needed

				Maher Services	
		QTY	Units	Unit cost	total cost
1	(4) bronze wear rings, (6) bronze bearings, (1) stainless Steel Pump Shaft, (1) stainless steel combination shaft, (1) re-face head column and (1) stuffing box	1	LS	3500	3500
2	(85') 10" column pipe, (9) 10"x1 15/16" drop in spiders	1	LS	5100	5100
3	estimated fright	1	LS	600	600
4	60 HP US motor, premium efficient inverter duty, open drip proof 94.5% EFF	1	LS	4700	4700
<b>TOTAL</b>					<b>13900</b>



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#:13A7

Resolution Number: **R - 2013.05.22 -43**  
 Resolution Re: B13034 Calderwood Well Cleaning and Pump Repairs  
 Additional Scope of Work.

**Vendor Solicitation List:**

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

**Bid Results**

B13034 Calderwood well

				Denis L Maher Co		Maher Services		Layne Christensen	
		QTY	Units	Unit cost	total cost	Unit cost	total cost	Unit cost	total cost
1	1 Mobilization and Demobilization 10% of bid	1	LS	1500	1500	400	400	1150	1150
2	Cleaning and Redevelopment	1	LS	20680	20680	19400	19400	21500	21500
3a	Muriatic Acid	10	gal	4.9	49	3.8	38	4	40
3b	Polymer	1	gal	315	315	80	80	60	60
3c	Sodium Hypochlorite	1	gal	3	3	4	4	4	4
4	addl surging & Pumping	1	hrs	130	130	120	120	200	200
5	mark up of part		15%						
<b>TOTAL</b>				<b>22677</b>		<b>20042</b>		<b>22954</b>	



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#:13A8

Resolution Number: **R - 2013.05.22 - 44**

Resolution Re: **B13053 Award of Bid Traffic Control Flagging**

WHEREAS: Sealed bids #B13053 were requested and received for Traffic Control Flagging Services on April 30, 2013 at 2:30 PM EST.; and

WHEREAS: Five replies were received with rates to hold for one year. Low bid meeting specifications was submitted by White Mountain Traffic Control of Tilton, NH with various rates depending upon when the services are rendered; and

WHEREAS: Depending on the magnitude of the City's construction work schedule, there is often a need for a secondary vendor to supply back up traffic control services. For this, Project Flagging Inc is the second low bidder and also offered a varying rate schedule depending on when services are to be rendered.

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

The purchasing agent is hereby authorized to issue Purchase orders to White Mountain Traffic Control as primary vendor and Project Flagging LLC as back up vendor "as needed" given the rates provided in conjunction with bid B13053 and dated 4/30/2013. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4715.xxxxx.xx	Various CS Streets Land Improv	885,000.00	281,194.00

### 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#:13A8

Resolution Number: **R - 2013.05.22 - 44**

Resolution Re: **B13053 Award of Bid Traffic Control Flagging**

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#:13A8

Resolution Number: **R - 2013.05.22 - 44**

Resolution Re: **B13053 Award of Bid Traffic Control Flagging**

### RESOLUTION BACKGROUND MATERIAL:

The low bids, meeting specifications, were submitted in varying amounts for different hourly rates by five companies.

Depending upon the specific need at a certain time and availability of the vendor, the City will utilize White Mountain Traffic Control as the primary vendor and as back up vendor will call Project Flagging Inc. It is possible the 2013 season will exceed \$25,000 threshold, therefore requiring city council approval.

### Bid Information:

Sealed bids # B13053 were requested and received for Traffic Control Flagging Services on April 30, 2013 at 2:30 PM EST.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	9	<b>Number of Responses:</b>	5
<b>Warranty:</b>	Per manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	2013 construction season	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	White Mountain Traffic Control and Project Flagging	<b>Fund:</b>	Various CIP
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	yes	<b>Reason for Council Approval:</b>	Purchase may exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#:13A8

Resolution Number: **R - 2013.05.22 - 44**

Resolution Re: **B13053 Award of Bid Traffic Control Flagging**

### Vendor Solicitation List:

Hi-Way Safety Systems, Inc.  
 ARTT Remodeling and Property Maintenance LLC  
 Security Construction Services  
 American Flagging and Traffic Control, Inc.  
 New England Traffic Control Services Inc  
 Green Mountain Flagging, LLC  
 White Mountain Traffic Control  
 ADA Traffic Control, LTD  
 Makrotech

### Results TRAFFIC CONTROL/FLAGGING SERVICES

Vendor Name	Straight Time Hourly Rate	Time and ½ Hourly Rate	Emergency Call Outs Hourly Rate	Minimum Hours Charged
White Mountain Traffic Cont 290 Mail St Tilton NH 03276	\$16.50	\$24.75	\$24.75	2
American Flagging & Traffic 11 Industrial Way Salem, NH 03079	\$16.90	\$25.35	\$25.35	4
Project Flagging Inc PO Box 490 Brunswick ME	\$16.90	\$24.00	\$24.00	4
New England Traffic Control 332 Kelley Street Manchester, NH 03102	\$18.00	\$27.00	\$27.00	4
ADA Traffic Control Po Box 67 Bridgewater VT	\$21.00	\$31.50	\$? Offers sign pkg \$50.00 per day	?



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#:13A9**

Resolution Number: **R - 2013.05.22 - 45**

Resolution Re: B13063 Catch Basin Cleaning Services

WHEREAS: Sealed request for Bids B13063 was solicited and received on May 1, 2013 @ 2:00 pm for catch basin cleaning services. Seven proposals were received and evaluated, and;

WHEREAS: The low bid meeting specifications was received from Shoem Roadway Services LLC of Berwick ME at the rate of \$94.00 per hour for a minimum of an eight hour day totaling \$752.00 per day. The estimated basins per day to be cleaned are 25-30. Total estimated expenditure is \$60,000.

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 Shoem Roadway Services LLC given the rates provided in the amount of \$94.00 per hour. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Acct Balance
1000.1.300.43155.4443.0000.0000	Rental of Equipment	63,174.00	63,174.00
			<b>Anticipated FY14</b>

### 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#:13A9**

Resolution Number: **R - 2013.05.22 - 45**

Resolution Re: B13063 Catch Basin Cleaning Services

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
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#:13A9**

Resolution Number: **R - 2013.05.22 - 45**

Resolution Re: B13063 Catch Basin Cleaning Services

### RESOLUTION BACKGROUND MATERIAL:

Sealed request for Proposals B13063 was solicited and received on May 1, 2013 @ 2:00 pm for catch basin cleaning services. Seven proposals were received and evaluated. The low bid meeting specifications was received from Shoem Roadway Services of Berwick Me at the rate of \$94.00 per hour for a minimum of eight hour day totaling \$752.00 per day. The estimated basins per day to be cleaned are 25-30. Total estimated expenditure is \$60,000.

### Award Information:

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

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	45	<b>Number of Responses:</b>	7
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	NA	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	12/31/2013	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Shoem Roadway Svs LLC	<b>Fund:</b>	General Fund
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

### Vendor Solicitation List:

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#:13A9

Resolution Number: **R - 2013.05.22 - 45**

Resolution Re: B13063 Catch Basin Cleaning Services

### Results

<i>Vendor</i>	<i>Daily Rate 8 hr minimum</i>	<i>Hourly Rate</i>	<i>Equipment</i>	<i>Estimated basin per day to be cleaned</i>	<i># of workers</i>
Felix Septic Service 40 Winter St Manchester NH 03102	\$760	\$95	3 units 2003 VacCon, 2006 Camel, 2012 Aquatec	25-30	1-3
Hartigan Wastewater Services 31 Welch Park Dr. Middlesex VT 05602	\$920	\$115	2011 Vactor	21	1
Bellmore Catch Basin PO Box 10369 Bedford NH 03110	\$960	\$120	92-2009 Vactors (8)	25-35	1
NE Sweeping 41 Depot St Manchester CT	\$920	\$115	2002 Vac all	25-30	2
Berkshire Industrial Svs 455 Gov Wentworth Hwy Melvin Village NH	\$1040	\$130	2008 Vac all Vac Con	25	1
Shoem Roadway Svs PO Box 312 So Berwick ME	<b>\$752</b>	<b>\$94</b>	<b>2002 Vactor</b>	<b>25-30</b>	<b>1-2</b>
American Pipe & Basin 245 Adams St Manchester CT	942.80	\$117.85	1997 & 2003 Vac all	25-35	2-4



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#:13A10**

Resolution Number: **R - 2013.05.22 - 46**  
Resolution Re: B13064 Professional Consulting Svcs for Development of  
Tax Increment Finance & Transit Oriented Devel. Districts

WHEREAS: Sealed request for Bids B13064 was solicited and received on April 18, 2013 @ 2:00 pm for professional consulting services for the development of tax increment financing and transit oriented development districts. Two proposals were received and evaluated and interviews were conducted for both respondents, and;

WHEREAS: The proposal being deemed most advantageous to the city and meeting specifications was received from Monadnock Economic Development Corporation at the rate not to exceed \$29,500.00.

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 Monadnock Economic Development Corp given the rates provided in conjunction with Bid B13064 on 4/18/2013. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Acct Balance
2110.1.180.41910.4339.02509.13	Consulting Services	29,500.00	29,500.00
3213.1.210.42130.4341.00000.00	Parking Fund Tech Svcs	13,835.00	2,545.10

### 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#:13A10**

Resolution Number: **R - 2013.05.22 - 46**

Resolution Re: B13064 Professional Consulting Svs for Development of  
Tax Increment Finance & Transit Oriented Devel. Districts

### 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#:13A10**

Resolution Number: **R - 2013.05.22 - 46**  
Resolution Re: B13064 Professional Consulting Svs for Development of  
Tax Increment Finance & Transit Oriented Devel. Districts

### **RESOLUTION BACKGROUND MATERIAL:**

In July of 2012, the Parking Commission and staff presented a potential infill development proposal for the purchase of the surface parking lots within the downtown. The discussion included potential funding mechanisms for public improvements, which might be tied to the infill development. One of these mechanisms was the creation of a Tax Increment Financing District. The City Manager was given direction to follow up with formulating a plan for the possible development of a TIF district. The Parking Commission also was supportive of this financing method and worked with staff to develop parameters for the discussion of the District. The City's General Legal Council, Parking Manager, and Economic Development Director worked to investigate the workings of a TIF and working with the Finance Director began to understand the intricate nature and the methodology which needs to be in place to assure that TIF is set up to protect the community.

Although the original plan for the creation of the TIF and presentation to the City Council was intended for the fall of 2012, as staff became more invested in the project, it became more aware that there was a specific knowledge profile that was important to draw from when drafting and establishing TIF districts. Staff felt that it would be of benefit to the community to have an expert draft these documents and develop the financial tables. Recognizing the cost to retain a consultant, staff reviewed grant opportunities.

The Community Planning Grant is a grant program offered by the NH Housing Finance Authority. It was made available to communities in 2012, as well as 2013. In 2012 Dover received this grant for the purpose of reviewing the zoning on the gateways to downtown Dover. In 2013 staff again applied for funding. This funding will be used to retain an expert in drafting, reviewing and implementing successful TIF districts. An RFP was drafted in March, and responses were due April 18. Two firms responded. The first firm was interviewed on April 24<sup>th</sup>, and the second on April 29<sup>th</sup>. Monadnock Economic Development Corporation was selected for its proven track record of establishing and implementing 7 TIF districts in New Hampshire.

Additionally, MEDC will develop draft language for a Transit Oriented Development district for review in the downtown. This district will be centered on the City's Transportation Center. The grant will fund the \$29,500 cost of the consultant's work. In addition the City is providing \$10,200 local match for the project, of which \$8,300 is in kind, and \$1,900, funded out of the Parking Activity fund, will pay for notices and outreach.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#:13A10

Resolution Number: **R - 2013.05.22 - 46**  
 Resolution Re: B13064 Professional Consulting Svs for Development of  
 Tax Increment Finance & Transit Oriented Devel. Districts

**Purchasing Information:**

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	251	<b>Number of Responses:</b>	2
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	NA	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until completed	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	MEDC	<b>Fund:</b>	
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>		<b>Reason for Council Approval:</b>	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**

<i>Vendor</i>	<i>Fee</i>
RKG Associates, Inc & Howard Stein-Hudson Assoc. 634 Central Ave Dover NH 03820	Can complete within the \$29,500 budget
Monadnock Economic Development Corp & Jeffrey Taylor 51 Railroad Ave Keene NH 03431	\$29,500



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#:13A11**

Resolution Number: **R - 2013.05.22 - 47**

Resolution Re: Trojan UV3000 Plus Lamps and Sleeve Quartz

WHEREAS: In 2005 an Ultra Violet Disinfection system was installed at the Waste Water Treatment Plant costing \$671,500. The Trojan UV3000 Plus lamps and sleeves have reached the 12,000 hours of use warrantee and are in need of replacement; and

WHEREAS: Trojan Technologies provided an Equipment Performance Guarantee stating the system will meet the required level of germicidal output provided that said system is operated and maintained in accordance with the Operations and Maintenance Manual and recommendations made by Trojan Technologies; and

WHEREAS: On November 13, 2006, bid #B07024 was issued requesting pricing and availability of the Trojan UV3000+ Series bulb replacements. Three responses were received with The Maher Corp. quoting validated components and two vendors that did not. The Maher Corporation is currently offering pricing for sixty (60) Trojan UV3000+ lamps at \$265.00 each and four hundred (400) Trojan UV3000+ sleeve Quartz at \$85.00 for a total of \$49,900.

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

City council may waive the bidding process per 3-24 B "The competitive bid procedure may be waived by a majority vote of the city council".

The Purchasing Agent is hereby authorized to issue a Purchase Order to The Maher Corp. of Medford, MA given the unit price of \$265.00 per bulb and \$85.00 per sleeve. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4652.00000.00	Maint. Supplies Impr o/t Bldgs	\$170,340.00	\$80,675.34

### 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#:13A11**

Resolution Number: **R - 2013.05.22 - 47**

Resolution Re: Trojan UV3000 Plus Lamps and Sleeve Quartz

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
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#:13A11**

Resolution Number: **R - 2013.05.22 - 47**

Resolution Re: Trojan UV3000 Plus Lamps and Sleeve Quartz

### RESOLUTION BACKGROUND MATERIAL:

A Trojan UV3000 Plus is in operation at the Waste Water Treatment Plant. When installed, Trojan Technologies provided an Equipment Performance Guarantee stating the system will meet the required level of germicidal output provided that said system is operated and maintained in accordance with the O & M Manual and recommendations made by Trojan Technologies. They also provide the City of Dover free access to 24/7 technical support and a free recycling program for expired lamps.

In order to maintain this guarantee and services the following conditions must be met:

- The Trojan system must be operated and maintained in accordance with the O&M manual, including prescribed regular maintenance
- Only Trojan approved and validated replacement parts are used in system.
- Technical field service for system is supervised or provided by Trojan Certified Service Technician.

Failure to use Trojan replacement parts voids the warrantee and technical support could be refused until conditions are met.

Qty 60 Lamps @ \$265.00=\$15,900

Qty 400 Sleeve Quartz @ \$85.00=\$34,000

Total \$49,900

### Bid Information:

On November 13, 2006, bid #B07024 was issued requesting pricing and availability of the Trojan UV3000+ Series. Three responses were received with The Maher Corp. quoting validated components and two vendors that did not.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	na
<b>Invitations Mailed:</b>	na	<b>Number of Responses:</b>	na
<b>Warranty:</b>	12,000 hours	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	2011 calendar year
<b>Prices will hold for:</b>	June 1, 2013	<b>Estimated Delivery:</b>	2 weeks
<b>Recommended Award to:</b>	The Maher Corporation	<b>Fund:</b>	GF
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase amount exceeds the \$25,000 amount requiring Council approval subsequent to a bid solicitation