



**CITY OF DOVER**

## CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, March 12, 2014**  
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. **FRIENDSHIP FORCE INTERNATIONAL**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
8. **CITIZEN'S FORUM**

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

9. **CITY MANAGER'S REPORT**
10. **APPROVAL OF MINUTES**
  - A. **February 19, 2014 – Special Meeting**
  - B. **February 19, 2014 – Workshop Session**
  - C. **February 26, 2014 – Regular Meeting**
  - D. **February 26, 2014 – Workshop Session**

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**
- C. **RESOLUTIONS**

1. **ESTABLISHING THE DOWNTOWN DOVER TAX INCREMENT FINANCING (TIF) DISTRICT**  
**SPONSORED BY MAYOR WESTON BY REQUEST**



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### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

1. **BLOCK PARTY – New Hampshire Soap Box Derby, Inc.**
2. **RAFFLE – Great Bay Figure Skating Club**
3. **RAFFLE – Maine Coast Runners Flyball Team**
4. **PARADE – Dover Interfaith Mobile Vigil Planning Committee**
5. **ROAD RACE – Horne Street School Parent-Teacher Group**
  
6. **RESOLUTION: B14031 WASTEWATER TREATMENT PLANT (WWTP) PHASE I UPGRADE AND MODIFIED LUDZACK- ETTINGER (MLE) CONVERSION**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
7. **RESOLUTION: B11001 WASTEWATER TREATMENT PLANT (WWTP) PHASE I UPGRADE AND MODIFIED LUDZACK- ETTINGER (MLE) CONVERSION**  
**ADDITIONAL SCOPE OF WORK - WRIGHT PIERCE**  
SPONSORED BY MAYOR WESTON BY REQUEST

#### COMMITTEE REPORTS

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

#### B. RESOLUTIONS

1. **AMENDMENT TO THE POLICE FACILITY BUILDING COMMITTEE**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
2. **FORMATION OF AND APPOINTMENTS TO JOINT BUILDING COMMITTEE REGARDING DOVER HIGH SCHOOL**  
SPONSORED BY MAYOR WESTON BY REQUEST

#### C. ORDINANCES IN 1ST READING

1. **CHAPTER 5: BOARD, COMMISSIONS, AND COMMITTEES**  
**(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 26, 2014)**  
SPONSORED BY MAYOR WESTON BY REQUEST



**CITY OF DOVER**

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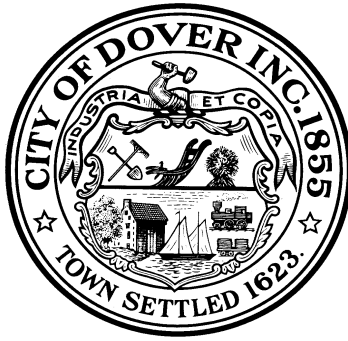
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### 14. COUNCIL CORRESPONDENCE

- A. Letter from Greater Dover Chamber of Commerce, dated February 21, 2014
- B. Letter from Dover Main Street, dated February 25, 2014.
- C. Letter to Council and School Board Members concerning Joint Building Committee for High School, dated March 4, 2014.

### 15. COUNCIL MATTERS OF INTEREST

### 16. ADJOURNMENT



## **PROCLAMATION**

- WHEREAS:** Friendship Force International was founded in 1977 and introduced to the world at the White House by President Jimmy Carter; and
- WHEREAS:** The mission of Friendship Force International is to promote global understanding across the barriers that separate people; and
- WHEREAS:** The Friendship Force of the New Hampshire Seacoast was chartered in Dover, New Hampshire in March 1984 and is now among more than 300 Friendship Force clubs around the globe; and
- WHEREAS:** Friendship Force of the New Hampshire Seacoast will be hosting a group from Australia in June of this year; and
- WHEREAS:** Friendship Force of the New Hampshire Seacoast traveled to Morocco in 2013 and will be traveling to southern Brazil this year; and
- WHEREAS:** Friendship Force of the New Hampshire Seacoast is a thriving, growing organization with over 60 members; and
- WHEREAS:** Friendship Force is celebrating its 30 years of building international understanding by exhibiting photos and memorabilia at the Dover Public Library for the month of March, highlighted by a public reception on March 18;

**NOW, THEREFORE, I KAREN WESTON, MAYOR OF THE CITY OF DOVER, NEW HAMPSHIRE AND ALL CITY COUNCIL MEMBERS, DO HEREBY PROCLAIM MARCH 18, 2014 AS:**

## **FRIENDSHIP FORCE DAY**

**IN WITNESS WHEREOF,** I have hereunto set my hand caused the Seal of the City of Dover to be Affixed.

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**Mayor Karen Weston**



# THE CITY MANAGER'S REPORT

*March 12, 2014*

*Month Reporting on: February 2014*

*If everyone is moving forward together, then success takes  
care of itself.*

Henry Ford

**J. Michael Joyal, Jr.**  
**City Manager**

# Legal Department

by Anthony Blenkinsop

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

## Right to Know Requests, pursuant to RSA 91-A:

- Manchester, NH – Electricity/Natural Gas Contracts
- Exeter, NH – PLT Contract
- Deerfield Beach, FL – Preprogrammed Reports for Purchasing Systems
- Manchester, NH – Public Works Records

## Assistance to City departments and/or offices:

**City Council:** drafting/review of resolutions and ordinances,

**City Manager:** review of documents for signature, 91-A requests

**Executive:** Posting of City property; Performance Measurement Recognition Badge; Municipal Law Lecture Series; copyright question; Property/Liability Trust issue; proposed lot-line adjustment; communication leases

**Community Services:** Intersection realignment; Dover Children’s Center; Great Bay Peer Review Panel; property

acquisition/easements; conservation restrictions

**Finance:** Contracts; change orders; legal reviews; liens/discharges; flow charts for purchasing procedures

**Fire & Rescue:** NH-ENS 9-1-1 Plan; medical records fees

**Planning:** SB347 Local Land Use Citation; Parking Garage Conceptual Design; TIF Report and Recommendation; Chapter 170 amendments

**Recreation:** Past due rent at McConnell Center, facilities rental

## Review of Legal Support Services:

The use of outside counsel to handle specialty matters continues and consists of environmental matters and labor negotiations. There are a small number of attorneys hired on a variety of smaller matters.

	For Month	FY14	FY13	FY12
Legal Matters/ Questions Handled	19	146	302	360
Document Creation/Review	7	94	145	126
Right to Know Requests Processed	4	42	43	61
Resolutions	2	34	31	23
Ordinances	2	6	14	12

# Economic Development

by Dan Barufaldi

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**Summary:** The regional economy continues to expand modestly. Most retailers, manufacturing, and selected services companies cite revenue increases in recent months. While existing home sales were slightly below year earlier levels in Dover, due to weather conditions and inventory scarcity, home prices continued to increase. Commercial real estate locally maintains modest strength. Economic and healthcare consulting alone continue strong with enhanced hiring experienced. Price pressures are a non-issue. The overall outlook remains positive.

Dover's unemployment rate now stands at 3.9%

## **Selected Business Services:**

Consulting and advertising firms are reporting a strong 4th quarter consistent with a sustainably, but not rapidly growing economy. The strongest business is driven by the healthcare industry, where demand has come from providers who need help preparing for and complying with the Affordable Care Act and from providers and insurers who need to use IT and analytical help to improve efficiency. Economic consulting remains a strong growth industry and strategy consultants report mixed results. Larger firms appear to be doing better than smaller ones in this category. 6%-7% industry growth is expected as demand shifts to higher value items as companies have more to spend on marketing and branding. Big companies have built capital reserves and are willing to spend it to grow. Sequestration is beginning to be felt in a reduction of Fed spending in this sector.

Contacts indicate minimal cost increases in this sector to date with the exception of healthcare consulting where regulatory compliance costs have skyrocketed due to fragmented state regulatory frameworks. Wages averaged about 3% positive with some high bonuses being paid to special skilled personnel who got very busy. Rate increases charged to clients ranged from zero to 4%. Healthcare and economic consulting experienced either rapid hiring (when appropriate candidates were available) or a lull after recent rapid hiring. Strategy consultants, marketing contacts, and a government contractor cite flat employment. Firms indicate they are able to find qualified workers with the exception of software engineers, IT personnel and high school graduates qualified for entry level positions. This sector is positive expecting growth to either sustain or increase. Minimal concern is expressed about macroeconomic factors with the exception that one respondent worries that continued persistent unemployment will reduce healthcare utilization.

## **Commercial Real Estate:**

Leasing fundamentals maintained a very slow pace of improvement in recent weeks, consistent with minimal-to-slow employment growth. Investment sales activity and construction is on an upswing (as weather permits). A small amount of speculative office construction as part of mixed use building is now being done. The government shutdown caused a momentary pause in loan inquiries, but borrowing activity has since resumed at a healthy pace. The lending environment remains highly favorable to borrowers, with historically low interest rates and increasingly looser standards. Abundant investment capital continues to flow into commercial properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace as does

health care construction. The latter could be slowed by the uncertainty of healthcare reform in the near future. The outlook remains cautiously optimistic across the region. Forecasts call for more slow improvement in fundamentals moving forward, pending steady (if slow) employment growth. Fiscal policy and uncertainty around the business and employment effects of the ACA are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity.

### **Residential Real Estate:**

Residential real estate markets in New Hampshire and the region followed national trends and December and January sales numbers declined versus year earlier levels. January numbers to date signal a possible pause due to seasonality as winter approached. It is felt that the recovery is well under way, however there are some signals of a drop in consumer confidence resulting from the fiscal and health care reform induced uncertainty as well as the new federal flood insurance legislation and new flood maps drawn by FEMA. These continue to generate concern across the region as insurance rates are expected to rise significantly, making houses located in the flood plain more expensive to own. That notwithstanding, this has been a turnaround year in residential markets locally. Locally home sales prices are rising as are available home mortgage rates. Additionally, existing home inventories are tight.

### **Manufacturing & Related**

**Services:** Virtually all local manufacturing firms report stable or growing sales during the period, with one advanced manufacturing firm expanding sales so fast they are borrowing working capital to keep up with orders. Some commodity manufacturers report some softening of sales, particularly those exporting to China and India. Medical

equipment manufacturers are doing well. A semi-conductor firm reports strengthening sales after recent declines. The rest of the firms report year-on-year sales growth in the low single digits. None of the local firms report being materially affected by sequestration, but are relieved that some DOD expenditures are back in the budget. The recently reported defense budget cuts being proposed by Defense Secretary Hagel are too new to have any local effects yet, but are expected to affect several local firms if upheld by Congress. Many manufacturers are reducing inventories and those in aerospace component manufacturing are experiencing strong cost reduction pressure from aerospace OEMs. All manufacturing contacts report it is difficult or impossible to raise prices. All are heavily involved in cost reduction to stay competitive. Subcontracting appears on the upswing. None are reporting staff reductions, but very few are growing staff with the uncertainty about healthcare reform costs and the optimal permanent/temporary employment ratio with the ACA structure being imposed. One electronics firm plans to hire only contract workers saying the ACA is drastically increasing healthcare costs for the firm. Most respondents are trying to keep inventories low but one expanding electronics firm has to increase inventories substantially to handle anticipated higher sales. No major capital spending actions across the sector, but two local manufacturers are contemplating new expanded buildings for their businesses. Regional manufacturers are guardedly optimistic.

**Retail & Tourism:** Retail contacts report year-over-year sales ranging from a 7% to 10% increase with a few firms most heavily affected by online sales showing single digit declines. Demand continues high for apparel, home furnishings, and furniture. Inventories are well managed, but sale prices are being heavily discounted on some product lines.

Sentiment in this period is “wait and see” with some retailers wondering if the early holiday shopping start at Thanksgiving has cannibalized December/January sales. Most say that Q4 2013 exceeded Q4 2012 but disagree about by how much. Local hotel activity has been good with vacancy rates down as one of our five hotels was closed for renovation, pulling 93 rooms out of the market at one of the traditionally busiest times. It is just now back on line. Restaurant activity locally has been very good with the new brewpub, 7th Settlement enjoying full houses almost every night since it opened. The Barley Pub, recently relocated, renovated and expanded has closed as their revenues did not keep up with their increased expenses. The space is about to be filled by the Thirsty Moose pub. Two other older restaurants downtown are struggling. Our local museums, though doing better than their Boston counterparts, are experiencing a slight decline in attendance as weather has curtailed some activities involving travel. The same weather has enhanced activity at ski and winter resort venues.

Retail contacts report steady prices. Some say consumer confidence is improving with the economy. Other contacts are anxious noting the fragility of the economy and the slow job growth nationally. In 2014, rising financing rates for homes and cars coupled with modest pay increases may dampen sales of these big ticket items. Further, income growth in the last five years has been disproportionate with 80% of the income growth going to the top 5% of the working population and only about 1% being spread over the middle and lower earning population causing a decline in their disposable income and consequently, their spending.

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



# Total Permits Issued: February 2014

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
13-369	TENDER CROP FARM	123	DOVER POINT ROAD	REPAIR/RENOVATE A RETAIL USE	C	M	52-B	200000	2025
13-425	CITY OF DOVER	7	ABBAY SAWYER MEMORIAL DRIVE	RENOV. & REPLC TELE COMM ANTENN	C	28	32	20000	225
13-426	JOHN TURNER	142	BROADWAY	EST./OPERATE A BARBER SHOP, SUITES	C	27	278	0	50
14-018	SARNIA & CP MANAGEMENT	83	WASHINGTON STREET	INT. RENO. OF A RESTAURANT	C	2	40	14000	165
14-031	HYDER HOSPICE HOUSE	285	COUNTY FARM ROAD	RENOV./REMODEL A PORCH FOR ADD.	C	B	20	4000	65
13-378	MONUMENT GARDEN	601-624	LILAC LANE	REMODEL/RENOV. A MULTI-FAMILY BL	R	H	35-D	200000	2025
13-379	MONUMENT GARDEN	501-524	LILAC LANE	RENOV./REMDL A MULTI-FAMILY BLDG	R	H	35-D	200000	2025
13-380	MONUMENT GARDEN	701-724	LILAC LANE	REMODEL/RENOV. A MULTI-FAMILY BL	R	H	35-D	200000	2025
13-389	CURRY	47	PISCATAQUA ROAD	CONST. A REAR ONE STORY ADDITION	R	I	127	144000	1465
13-424	PLITERO	6	SALEM AVENUE	CONST./INSTALL BTHRM & EGRESS WI	R	K	30G	14000	165
13-429	CALLAGHAN	26	HORNE STREET	DEMO. & REMOVE A TWO FAMILY DWE	R	35	18	0	50
13-439	CITY OF DOVER	29	UNION STREET	INT. RENOVATIONS OF A SFD	R	20	97	36000	0
13-444	COLLINS	54	HOUGH STREET	KITCHEN RENOVATION	R	35	7	81000	835
14-019	LOTTER	21	FAIRWAY DRIVE	FINISH BASEMENT FOR ADD. LIVING	SP R	N	14-K	10000	125
14-020	MCCARTY	302	DOVER POINT ROAD	CONST. A SIDE ADD. & FRNT ENTRY &	R	L	49-D	30000	325
14-023	TOLEND ROAD PROPERTIES, L	62	STOCKLAN CIRCLE	CONST. SFD W/ATT. GARAGE	R	G	24J49	145000	1465
14-024	TOLEND ROAD PROPERTIES, L	64	STOCKLAN CIRCLE	CONST. SFD W/ ATT. GARAGE	R	G	24J48	145000	1475
14-025	TOLEND ROAD PROPERTIES, L	15	SANDRAS RUN	CONST. SFD W/ATT. GARAGE	R	G	24J44	134000	1365
14-027	NICOLOSI	16	GOVERNOR SAWYER LANE	RENOV./REMODEL THE MASTER BATH	R	17	147	37000	395
14-028	DOVER POINT PROPERTIES DE	25	SHORE LANE	CONST. A SFD WITH ATT. GARAGE	R	L	89G-7	190000	1925
14-030	HEADS UP REAL ESTATE GRO	19-21	EAST STREET	RNEOV./REPAIRS OF A FIRE DAMAGED	R	27	56	80000	825
14-033	BOLLARD PROPERTIES, LLC	459	CENTRAL AVENUE	RENOVATIONS & CHANGE OF USE FRO	R	3	42	54000	565

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
14-042	MALONEY	15	RICHARDSON DRIVE	RENOV. TO REPAIR WATER DAMAGE B R	F	340	3000	55

**Total Permits Issued:** 23

**Total Construction Value:** \$1,941,000.00

**Total Fees Collected:** \$19,640.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	5	Change of Use	0
Commercial Renovations	0	Commercial	0
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	0	Industrial	0
Industrial	0	Renovations	5
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	4	Single Family Dwellings	6
Renovations Dwelling Unit	13	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	2		
Accessory Dwelling Unit	0		
		<b>Total</b>	<b>11</b>

**PLANNING BOARD APPROVED PROJECTS**

NAME	STREET NAME	Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**	
Code	H = Homes A = Apts. C = Condos													
<b>Multi-Family:</b>														
First Street @ Garrison	First Street	A	32	0	32		2/25/2014	Site	P14-03	6	3		H	3.52
First Rate Realty	Silver/Central	A	16	16	0	9/24/2013	6/25/2013	Site	P13-20	12	28	9/24/2018	W	1.76
Field and Foster	Central Ave	A	18	0	18	2/11/2014	11/12/2013	2/13/2014	P13-60	3	42	2/11/2019	H	1.98
Cochecho Falls Mills	Central Ave	A	120	74	46	12/20/2011	11/28/2011		P11-60	3	3	12/20/2015	H	13.2
Sherman School	School Street	C	48	0	48	9/27/2011	10/26/2010		P10-39	3	10	9/27/2016	G	7.68
Paolini	Clancy Drive	C	12	12	0				P13-	I	12		G	1.92
New Meadows Inc	Knox Marsh Rd	A	120	72	48	9/27/2005	9/27/2005		P04-04	H	35C	9/27/2009	W	13.2
<b>Total: Multi-family</b>			<b>334</b>	<b>174</b>	<b>160</b>									<b>15</b>
<b>Subdivisions:</b>														
Foster's Way	Dover Point Rd	H	5	0	5		12/17/2013		P13-49	L	89-1		G	1.85
Kemen	Sixth St	H	1	0	1		8/27/2013		P13-43	B	1D		H	0.37
Child's Subdivision	Childs Dr	H	20	3	17	4/9/2013	3/28/2013	3/29/2013	P12-20	N	8A-1	3/28/2018	H	7.4
Fresian Drive	Arch St	H	11	0	11	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	4.07
Tidewater Farm	Winterberry Dr	H	7	6	1	6/16/2011	4/26/2011	6/20/2011	P10-51	N	8	6/16/2016	H	2.59
Labrador Woods	Labrador Dr	H	9	6	3	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	6	4	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	9	7	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	3.33
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	4	6	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Pacific/Nye	H	15	14	1	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	35	37	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
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	25	7	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	8	2	5/10/2005	1/11/2005	5/17/2005	P04-54	E	35	5/10/2009	W	3.7
Emerald Woods I & II	Emerald Ln	H	25	20	5	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	15	3	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
<b>Total: Single Family</b>			<b>278</b>	<b>172</b>	<b>106</b>									<b>103</b>
<b>TOTAL APPROVED UNITS</b>			<b>612</b>	<b>346</b>	<b>266</b>									<b>118</b>
<b>Elderly:</b>														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	62	54	8	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	30	33	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
<b>Total: Elderly</b>			<b>125</b>	<b>84</b>	<b>41</b>									
<b>APPROVED ELDERLY</b>			<b>737</b>	<b>430</b>	<b>307</b>									<b>118</b>

\* Built or permit issued and unit under construction

\*\* Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS  
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DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	2/18/2014	201408524	UNDERWOOD ENGINEERS, INC.	\$5,000.00
City Finance Office	2/4/2014	201408075	PUBLIC SERVICE CO OF NH-CITY	\$5,713.95
Community Services Department	2/12/2014	201408289	GRAINGER, INC.	\$5,827.00
Police	2/27/2014	201408835	CIVILWORKS, INC	\$6,200.00
City Finance Office	2/4/2014	201408073	PUBLIC SERVICE CO OF NH-CITY	\$6,726.33
City Finance Office	2/25/2014	201408723	UNITIL NH	\$7,212.51
Police	2/27/2014	201408838	STATE OF NH-DOT	\$7,781.35
Recreation	2/10/2014	201408140	P.J. LABRIE & SONS PLUMBING & HEATING	\$7,950.00
Planning	2/19/2014	201408555	WILLIAM P. DAVIS EXCAVATION, LLC	\$8,900.00
Community Services Department	2/12/2014	201408287	FISHER AUTO PARTS 451 / FED. AUTO PARTS	\$9,460.79
Fire and Rescue	2/11/2014	201408237	NEW ENGLAND EMS INSTITUTE D/B/A	\$9,550.00
City Finance Office	2/11/2014	201408167	BAYRING COMMUNICATIONS	\$10,111.14
Recreation	2/6/2014	201408090	CITY OF DOVER-WATER~SEWER DEPT.	\$11,302.90
City Finance Office	2/4/2014	201408074	PUBLIC SERVICE CO OF NH-CITY	\$13,185.03
Community Services Department	2/12/2014	201408293	HALL & ASSOCIATES, PLLC	\$14,957.52
Planning	2/10/2014	201408139	JEFFREY H TAYLOR & ASSOCIATES	\$15,000.00
Executive	2/12/2014	201408292	SHEEHAN, PHINNEY, BASS & GREEN	\$15,508.55
Executive	2/12/2014	201408285	CCMSI	\$16,377.52
Police	2/10/2014	201408145	C.A.B. SERVICES, INC.	\$18,891.42
Recreation	2/11/2014	201408166	A YANKEE LINE, INC.	\$30,838.00
City Finance Office	2/4/2014	201408076	PUBLIC SERVICE CO OF NH-CITY	\$33,375.60
City Finance Office	2/25/2014	201408722	PUBLIC SERVICE CO OF NH-CITY	\$43,751.96
Fire and Rescue	2/19/2014	201408544	BERGERON PROTECTIVE CLOTHING LLC	\$125,389.41
Executive	2/25/2014	201408682	CCMSI	\$306,262.00
Police	2/18/2014	201408471	LAVALLEE BRENSINGER ARCHITECTS	\$563,770.00

# City of Dover

## Bid Solicitation Report

### For February 2014

3/5/2014

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				Sale of Four Crown Victorias	
B14037	02/11/2014	02/26/2014			
Recreation				Youth/Adult Practice Hockey	
Q14-013	02/12/2014	02/27/2014		Jerseys	
Recreation				Arena Concession Food and Snacks	
B14033	02/13/2014	03/10/2014			
Police				Owners Representative Services for	
B14036	02/19/2014	03/19/2014		new Police Facility and parking	
				garage	

# City of Dover

## Bid Solicitation Report

### For February 2014

3/5/2014

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	
Public Library				Chairs for Library	
B14039	02/20/2014	03/18/2014			

**Total for**

**Grand Total All Departments**

# City of Dover

## Revenues of Major Funds

February 28, 2014

(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
<b>REVENUES</b>								
1000 General Fund								
Taxes	\$ 68,454,813	\$ 304,984	\$ 36,521,467	53.0%	\$ 31,933,346	\$ -	\$ 31,933,346	(46.6)%
Licenses & Permits	4,292,780	351,318	3,248,464	76.0	1,044,316	-	1,044,316	24.3
Intergovernmental	2,016,440	-	1,845,844	92.0	170,596	-	170,596	8.5
Charges for Services	3,009,253	228,342	2,228,482	74.0	780,771	-	780,771	25.9
Miscellaneous Revenue	1,221,805	25,893	869,880	71.0	351,925	-	351,925	28.8
Education	11,650,632	476,452	7,120,648	61.0	4,529,984	-	4,529,984	38.9
Operating Transfers In	327,688	-	-	0.0	327,688	-	327,688	100.0
Sub-total : 1000 General Fund	\$ 90,973,411	\$ 1,386,990	\$ 51,834,784	57.0%	\$ 39,138,627	\$ -	\$ 39,138,627	43.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 101,280	\$ 3,108	\$ 65,194	64.0%	\$ 36,086	\$ -	\$ 36,086	35.6%
Parking Income	310,000	24,381	222,330	72.0%	87,670	-	87,670	28.3%
Parking Fines	150,000	14,521	96,048	64.0%	53,952	-	53,952	36.0%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 42,010	\$ 383,572	68.0%	\$ 177,708	\$ -	\$ 177,708	31.7%
3320 Residential Solid Waste Fund								
Charges for Services	\$ 950,663	\$ 58,703	\$ 531,080	56.0%	\$ 419,583	\$ -	\$ 419,583	44.1%
Miscellaneous Revenue	0	29	226	0.0	(226)	-	(226)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 58,731	\$ 531,306	56.0%	\$ 419,357	\$ -	\$ 419,357	44.1%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 625,628	\$ 23,939	\$ 382,206	61.0%	\$ 243,422	\$ -	\$ 243,422	38.9%
Operating Transfers In	168,110	-	104,140	62.0	63,970	-	63,970	38.1
Sub-total : 3381 McConnell Center	\$ 793,738	\$ 23,939	\$ 486,346	61.0%	\$ 307,392	\$ -	\$ 307,392	38.7%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 428,123	\$ 15,565	\$ 233,994	55.0%	\$ 194,129	\$ -	\$ 194,129	45.3%
Miscellaneous Revenue	18,000	450	3,125	0.2	14,875	-	14,875	82.6
Operating Transfers In	15,500	-	-	0.0	15,500	-	15,500	100.0
Other Financing Sources	119,100	-	-	0.0	119,100	-	119,100	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 16,015	\$ 237,119	41.0%	\$ 343,604	\$ -	\$ 343,604	59.2%
5300 Water Fund								
Charges for Services	\$ 4,828,014	\$ 445,754	\$ 3,075,267	64.0%	\$ 1,752,747	\$ -	\$ 1,752,747	36.3%
Miscellaneous Revenue	25,500	8,302	70,802	278.0	(45,302)	-	(45,302)	(177.7)
Sub-total : 5300 Water Fund	\$ 4,853,514	\$ 454,057	\$ 3,146,069	65.0%	\$ 1,707,445	\$ -	\$ 1,707,445	35.2%
5320 Sewer Fund								
Intergovernmental	\$ 6,240	\$ -	\$ -	0.0%	\$ 6,240	\$ -	\$ 6,240	100.0%
Charges for Services	5,692,809	480,996	3,342,360	59.0	2,350,449	-	2,350,449	41.3
Miscellaneous Revenue	36,000	4,854	62,408	173.0	(26,408)	-	(26,408)	(73.4)
Other Financing Sources	1,012,476	-	-	0.0	1,012,476	-	1,012,476	100.0
Sub-total : 5320 Sewer Fund	\$ 6,747,525	\$ 485,850	\$ 3,404,768	50.0%	\$ 3,342,757	\$ -	\$ 3,342,757	49.5%
6100 Dovernet Fund								
Charges for Services	\$ 513,481	\$ -	\$ 308,334	60.0%	\$ 205,147	\$ -	\$ 205,147	40.0%
Miscellaneous Revenue	25,000	-	25,000	1.0	-	-	-	0.0
Operating Transfers In	24,000	-	-	0.0	24,000	-	24,000	100.0
Other Financing Sources	75,289	-	-	0.0	75,289	-	75,289	100.0
Sub-total : 6100 Dovernet Fund	\$ 637,770	\$ -	\$ 333,334	52.0%	\$ 304,436	\$ -	\$ 304,436	47.7%
<b>Total : REVENUES</b>	<b>\$ 106,098,624</b>	<b>\$ 2,467,592</b>	<b>\$ 60,357,299</b>	<b>57.0%</b>	<b>\$ 45,741,325</b>	<b>\$ -</b>	<b>\$ 45,741,325</b>	<b>43.1%</b>

# City of Dover

## Expenditures of Major Funds February 28, 2014 (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>
<b>EXPENDITURES</b>								
1000 General Fund								
City Council	\$ 411,699	\$ 8,911	\$ 199,865	49.0%	\$ 211,834	\$ 118,645	\$ 93,189	22.6%
Executive	805,318	40,467	562,631	70.0	242,687	128,507	114,180	14.2
Finance	1,620,731	106,582	1,041,687	64.0	579,044	361,363	217,681	13.4
Planning	491,541	34,400	312,830	64.0	178,711	118,175	60,536	12.3
Misc General Government	1,036,623	16,506	324,144	31.0	712,479	68,921	643,558	62.1
Police	7,188,131	470,218	4,694,726	65.0	2,493,405	1,432,647	1,060,758	14.8
Fire & Rescue	7,285,481	503,604	4,998,043	69.0	2,287,438	1,184,784	1,102,654	15.1
Community Service Public Works	5,882,719	403,824	3,218,625	55.0	2,664,094	917,847	1,746,247	29.7
Recreation	2,008,829	133,616	1,231,147	61.0	777,682	193,522	584,160	29.1
Public Library	1,056,082	80,959	704,793	67.0	351,289	253,769	97,520	9.2
Public Welfare	843,167	52,860	490,734	58.0	352,433	54,055	298,378	35.4
Debt Service	9,785,929	-	3,345,174	34.0	6,440,755	5,890,188	550,567	5.6
Other Financing Sources/Uses	2,581,172	-	575,000	22.0	2,006,172	-	2,006,172	77.7
School	42,263,590	3,017,526	23,734,694	56.0	18,528,896	16,999,736	1,529,159	3.6
Intergovernmental	7,771,799	-	7,771,799	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 91,032,811	\$ 4,869,473	\$ 53,205,893	58.4%	\$ 37,826,918	\$ 27,722,158	\$ 10,104,760	11.1%
3213 Parking Activity Fund								
Police	\$ 561,280	\$ 84,162	\$ 314,928	56.0%	\$ 246,352	\$ 137,432	\$ 108,920	19.4%
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 84,162	\$ 314,928	56.1%	\$ 246,352	\$ 137,432	\$ 108,920	19.4%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 972,726	\$ 62,681	\$ 492,469	51.0%	\$ 480,257	\$ 427,370	\$ 52,887	5.4%
Sub-total : 3320 Residential Solid Waste Fund	\$ 972,726	\$ 62,681	\$ 492,469	50.6%	\$ 480,257	\$ 427,370	\$ 52,887	5.4%
3381 McConnell Center Fund								
Recreation	\$ 793,738	\$ 33,129	\$ 318,322	40.0%	\$ 475,416	\$ 380,125	\$ 95,291	12.0%
Sub-total : 3381 McConnell Center Fund	\$ 793,738	\$ 33,129	\$ 318,322	40.1%	\$ 475,416	\$ 380,125	\$ 95,291	12.0%
3410 Recreation Special Revenue Fund								
Recreation	\$ 580,723	\$ 53,749	\$ 283,988	49.0%	\$ 296,735	\$ 28,210	\$ 268,525	46.2%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 53,749	\$ 283,988	48.9%	\$ 296,735	\$ 28,210	\$ 268,525	46.2%
5300 Water Fund								
Community Service Public Works	\$ 4,957,872	\$ 133,882	\$ 2,965,707	60.0%	\$ 1,992,166	\$ 486,410	\$ 1,505,756	30.4%
Sub-total : 5300 Water Fund	\$ 4,957,872	\$ 133,882	\$ 2,965,707	59.8%	\$ 1,992,166	\$ 486,410	\$ 1,505,756	30.4%
5320 Sewer Fund								
Community Service Public Works	\$ 6,917,127	\$ 206,140	\$ 3,943,523	57.0%	\$ 2,973,604	\$ 704,766	\$ 2,268,838	32.8%
Sub-total : 5320 Sewer Fund	\$ 6,917,127	\$ 206,140	\$ 3,943,523	57.0%	\$ 2,973,604	\$ 704,766	\$ 2,268,838	32.8%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 781,661	\$ 24,116	\$ 296,990	38.0%	\$ 484,671	\$ 106,091	\$ 378,580	48.4%
Sub-total : 6100 Dovernet Fund	\$ 781,661	\$ 24,116	\$ 296,990	38.0%	\$ 484,671	\$ 106,091	\$ 378,580	48.4%
<b>Total : EXPENDITURES</b>	<b>\$ 106,597,939</b>	<b>\$ 5,467,332</b>	<b>\$ 61,821,821</b>	<b>58.0%</b>	<b>\$ 44,776,118</b>	<b>\$ 29,992,562</b>	<b>\$ 14,783,556</b>	<b>13.9%</b>

# City of Dover

**Arena - General Fund**  
**Revenue & Expenditure Report**  
(Including Arena Debt Service attributed to the General Fund)  
**February 28, 2014**

	<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>
<b>Revenue</b>	1,328,277	163,915	1,008,534	75.9	319,743	0	319,743	24.1
<b>Expenditures</b>	936,955	76,130	593,879	63.4	343,076	86,767	256,309	27.4
<b>Debt Service</b>								
<b>Principal</b>	265,063	0	23,463	8.9	241,600	0	241,600	91.1
<b>Interest</b>	60,336	0	5,058	8.4	55,279	0	55,279	91.6
	<b>65,923</b>	<b>87,785</b>	<b>386,134</b>	<b>585.7</b>	<b>(320,211)</b>	<b>(86,767)</b>	<b>(233,444)</b>	<b>(354.1)</b>



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 19, 2014**  
Meeting Time: **7:00 pm**

### 1. CALL TO ORDER

### 2. MOMENT OF SILENCE

### 3. PLEDGE OF ALLEGIANCE

Councilor Cheney led the Pledge of Allegiance.

### 4. ROLL CALL ATTENDANCE

**Present:** Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Gagnon, Councilor Garrison, Councilor Hooper, Councilor McManus, and Councilor O'Connor.

**Absent:** Councilor Thibodeaux.

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

### 5. PUBLIC HEARINGS

#### A. ESTABLISHING THE DOWNTOWN DOVER TAX INCREMENT FINANCING (TIF) DISTRICT

SPONSORED BY MAYOR WESTON BY REQUEST

**David Scott, 220 Back Road:** He spoke against the TIF district.

**Theodore Anglace, 23 Wallace Street:** He spoke against the TIF district.

**Patricia Foster, 192 Dover Point Road:** She spoke in favor of the TIF district.

**County Commissioner George Maglaras, 33 Cocheco Street, Member of Parking Commission:** He spoke in favor of the TIF district, but he felt the numbers needed to be looked at again.

**Thomas Clark, 1 Chelsey Street, Ex-Officio Member of the Planning Board:** He spoke in favor of the TIF district.

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

### 6. CITIZEN'S FORUM

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

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

### 7. UNFINISHED BUSINESS



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 19, 2014**  
Meeting Time: **7:00 pm**

### **8. NEW BUSINESS**

### **9. ADJOURNMENT**

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Garrison.  
Vote: 8/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 19, 2014**  
Meeting Time: **To follow Special Meeting**

### 1. CALL TO ORDER

### ~~2. MOMENT OF SILENCE~~

### ~~3. PLEDGE OF ALLEGIANCE~~

### 4. ROLL CALL ATTENDANCE

**Present:** Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Gagnon, Councilor Garrison, Councilor Hooper, Councilor McManus, and Councilor O'Connor.

**Absent:** Councilor Thibodeaux.

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

### 5. DISCUSSIONS

#### A. TAX INCREMENT FINANCING (TIF)

Director of Planning and Community Development Parker gave an overview of the TIF handouts to the Council. He went over the boundaries of the TIF district, and suggested amending the resolution to state the boundaries are referred to on the map.

Councilor Garrison asked if the streets and sidewalks are included in the boundaries.

Director Parker said they can fill in color the streets and sidewalks to include them in the district.

City Manager Joyal spoke of the additional handouts regarding the ordinance that Councilor Cheney had drafted regarding the TIF commission, and the second was the TIF document that he amended from Councilors' suggested changes.

Director Parker gave an overview of these handouts to the Council.

Director Parker handed out two more documents, which were the financing/development plan and the TIF pro forma. He went over the changes and updates with the Council.

Jeffrey Taylor of Jeffrey H. Taylor & Associates to the Council addressed the Council and answered questions.

Jack Dugan, President of Monadnock Economic Development Corporation addressed the Council and spoke about common grounds with Keene and Dover.

Director Parker discussed two issues: First, there was no incentive to be in the TIF district. Second, unlike Maine the Council doesn't have the right to give a tax incentive or credit to a project.

Finance Director Lynch talked about the financing of a TIF district and issuing bonds. He spoke about the pro forma that was compiled.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 19, 2014**  
Meeting Time: **To follow Special Meeting**

### **B. PROPOSED ZONING UPDATE**

Planning Director Parker gave an overview of the proposed zoning update handouts to the Council.

### **6. CITIZEN'S FORUM**

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

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

### **7. ADJOURNMENT**

Deputy Mayor Carrier moved to adjourn; seconded by Councilor O'Connor.  
Vote: 8/0.

All handouts have been archived with these minutes.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 26, 2014**  
Meeting Time: **7:00 pm**

### 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 Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Gagnon, Councilor Hooper, Councilor O'Connor, and Councilor Thibodeaux.

**Absent:** Councilor Garrison and Councilor McManus.

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

### 5. PROCLAMATIONS/AWARDS – None

### 6. APPROVAL OF AGENDA

Councilor Hooper moved to add a second School Board Report and the Legislative Report. Deputy Mayor Carrier moved to substitute as a whole Item 12.A.1.; seconded by Councilor Cheney.

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

Vote: 7/0.

### 7. PUBLIC HEARINGS

#### A. CHAPTER 170 – ZONING

SPONSORED BY COUNCILOR GARRISON AS PLANNING BOARD REPRESENTATIVE

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

### 8. CITIZEN'S FORUM

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

**David Scott, 220 Back Road:** He spoke against Tax Increment Financing (TIF) district. He felt it would produce higher taxes and higher debt. He felt it would destroy the City. He asked that the TIF be part of the Capital Improvement Program (CIP).

**Douglas DeDe, 143 Locust Street:** He spoke about the condition of the City's roads and suggested a strategy to get them up to an acceptable condition. He said this would be an investment in the City and we need to fix this problem.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 26, 2014**  
Meeting Time: **7:00 pm**

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

### 9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing. He said the City is about to overspend the snow budget. He said he will address it with year-end adjustments. He spoke about pot hole season and said they are trying to repair. He gave a dedicated hotline number to use to report potholes. He spoke about the Peer Review for the Great Bay. He announced the new website being unveiled on March 1<sup>st</sup>. He informed the Council of his recent professional development activities.

Councilor Hooper asked for an update on the Waterfront Development Project. City Manager Joyal gave an update to the Council. He said Mr. Dickinson has not found an investor and the contract will expire in August. He said if nothing happens that the Cocheco Waterfront Development Advisory Committee will have to meet to discuss options with Mr. Dickinson. He said he wouldn't give up yet on Mr. Dickinson.

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

Vote: 7/0.

### 10. APPROVAL OF MINUTES

- A. February 1, 2014 – Goal Setting Workshop Notes**
- B. February 12, 2014 – Regular Meeting**
- C. February 12, 2014 – Workshop Session**

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor O'Connor.  
Vote: 7/0.

### 11. MAYOR'S REPORT

Mayor Weston said she attended the legislative reception Monday evening. She said she met with the School Board and said they are now in the process of forming the Joint Building Committee for the High School. She asked the Councilors interested to contact her via email. She said there will also be a citizen representative on the committee and asked anyone interested to contact her.

Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Thibodeaux.  
Vote: 7/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
 Meeting Location: **Council Chambers, City Hall**  
 Meeting Date: **Wednesday, February 26, 2014**  
 Meeting Time: **7:00 pm**

### 12. UNFINISHED BUSINESS

#### A. ORDINANCES IN THE 2<sup>nd</sup> READING

##### 1. CHAPTER 170 – ZONING

SPONSORED BY COUNCILOR GARRISON AS PLANNING BOARD REPRESENTATIVE

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Thibodeaux. Councilor Cheney gave an overview of the changes to the Ordinance. She said that while she is happy with the presentation of the ordinance, but she did not support it. City Manager Joyal said this requires a 2/3 majority vote to reject it. Roll Call Vote: 6/1; Passed. Councilor Cheney was opposed.

#### B. ORDINANCES IN THE 3<sup>rd</sup> READING – None

RESOLUTIONS – None

### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

1. **RAFFLE – Baby Rachel’s Legacy**
2. **RAFFLE – Dover Democratic Committee**
3. **ROAD TOLL – Angels of Hope, American Cancer Society Relay for Life**
4. **RESOLUTION: B14028 AWARD OF BID FOR FIRE ENGINE**  
SPONSORED BY MAYOR WESTON BY REQUEST

#### COMMITTEE REPORTS

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

Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor Cheney.

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

Councilor Hooper asked to pull the two School Board Reports and the Legislative Report.

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

Roll Call Vote: 7/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 26, 2014**  
Meeting Time: **7:00 pm**

Councilor Hooper gave an overview of the School Board Reports and the Legislative Report. Deputy Mayor Carrier moved to accept the Reports; seconded by Councilor Gagnon.  
Vote: 7/0.

### **B. RESOLUTIONS**

#### **1. ADOPTION OF 2014-2015 CITY COUNCIL GOALS**

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.  
Vote: 7/0.

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

#### **14. COUNCIL CORRESPONDENCE**

**A. Email from Eric Chinburg to Dover Planning Director Chris Parker, dated February 19, 2014.**

**B. Letter from Chad Kageleiry**

Deputy Mayor Carrier moved to place correspondence on file; seconded by Councilor Thibodeaux.  
Vote: 7/0.

#### **15. COUNCIL MATTERS OF INTEREST**

Deputy Mayor Carrier listed the vacancies on Boards and Commissions, and asked for volunteers to apply.

Mayor Weston asked the Council is anyone would like to be the liaison for the Pool Advisory Committee.

Councilor O'Connor said he will look at his schedule to see if he can serve.

#### **16. ADJOURNMENT**

Deputy Mayor Carrier moved to adjourn to Workshop Session; seconded by Councilor Gagnon.  
Vote: 7/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, February 26, 2014**  
Meeting Time: **To follow Regular Meeting**

### 1. CALL TO ORDER

### ~~2. MOMENT OF SILENCE~~

### ~~3. PLEDGE OF ALLEGIANCE~~

### 4. ROLL CALL ATTENDANCE

**Present:** Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Gagnon, Councilor Hooper, Councilor O'Connor, and Councilor Thibodeaux.

**Absent:** Councilor Garrison and Councilor McManus.

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

### 5. DISCUSSIONS

#### A. TAX INCREMENT FINANCING (TIF)

Mayor Weston went over the timeline of TIF discussions since 2005.

She asked that they go over the marked changes to the resolution and make consensus votes on them.

Director Parker gave an overview of each change in the resolution with the Council.

The Council had consensus for all recommended changes to the resolution.

Director Parker and Councilor Cheney went over the proposed changes to Dover Code Chapter 5.

Mayor Weston said she wanted this to go to the Ordinance Committee.

### 6. CITIZEN'S FORUM

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

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

### 7. ADJOURNMENT

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

Vote: 7/0.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 12.C.1.**

Resolution Number: **R – 2014.02.12 - 014**

Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

WHEREAS: The City Council of the City of Dover has adopted the provisions of RSA 162-K, Local Option for Tax Increment Financing District, as per Resolution R-2010.09.08-123, passed by City Council, October, 10, 2012; and

WHEREAS: The Planning Board of the City of Dover adopted the Master Plan Visioning Chapter on August 28, 2012 which specifically identifies the need for downtown parking as important to the continued vitality and attractiveness of the downtown area; and

WHEREAS: The City of Dover's 2007 Master Plan's Land Use Chapter recommends the designation of "areas as Business Investment Districts to improve infrastructure and streetscape by taking advantage of income created by an increased tax assessment"; and

WHEREAS: The City Council of the City of Dover finds that the issuance of general obligation bonds, issued for the purposes as outlined in the Downtown Dover Infrastructure Improvements Development Plan provides a general public use and fulfills a public purpose; and

WHEREAS: The City Council of the City of Dover finds that the financing of public parking spaces in the downtown area and other infrastructure improvements serve a public purpose and are consistent with the City's long-term recognition of the importance and unique nature of the downtown area and its desire to continue the downtown area's vitality, attractiveness, and prosperity.

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

That a municipal economic development and revitalization district is hereby designated as shown on the attached Proposed TIF District Street Plan lying generally north of St. Thomas Street, south of Sixth Street, west of Chestnut Street and the Cochecho River, and east of Main Street. The district shall be named the "Downtown Dover Tax Increment Financing District," ("the District") and parcels included are documented on the attached Proposed TIFD Tax Map Parcels.

That the attached Downtown Dover Tax Increment Financing District Development Program ("the Program") is hereby adopted in its entirety by the City Council of the City of Dover and that the District and the Program, as proposed, meet the requirements of RSA 162-K.

That the attached Downtown Dover Tax Increment Financing Plan ("the Plan") is hereby adopted for use in accordance with said Program in the District, consistent with the requirements of RSA 162-K.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 12.C.1.**

Resolution Number: **R – 2014.02.12 - 014**  
Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

That in accordance with the provisions of RSA 162-K:5 and consistent with the attached Downtown Dover TIF Limitations, the City Council hereby resolves that the total assessed value of taxable real property in the District shall not exceed eight (8%) percent of the most recent total assessed value of all taxable assessed value in the City and that the total assessed value of taxable real property within all development districts for which bonds remain outstanding shall not exceed sixteen (16%) percent of the most recent total assessed value of all taxable real property in the City. Furthermore, the land area within the District shall not encompass more than five percent (5%) of the City's land area.

That the attached Downtown Dover TIF Administration Plan is hereby adopted and that, consistent with that Plan, the City Manager is designated as the District Administrator and a five (5) member Advisory Board is hereby created for the District. The Board shall be called the "Downtown Dover TIF Advisory Board" and a majority of the members of the Advisory Board shall be owners or occupants of real property within or adjacent to the District. The duties of the Advisory Board shall be in accordance with the provisions of RSA 162-K:14 and the attached Administration Plan. The Advisory Board shall be governed by the attached Advisory Board Operating Rules. Any conflicts that may arise between the policies established by the District Administrator and the Advisory Board shall be considered and resolved by resolution through the City Council.

### **TO BE REFERRED TO A PUBLIC HEARING**

#### **AUTHORIZATION**

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Anthony I. Blenkinsop General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2014.02.12 - 014**  
Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

### DOCUMENT HISTORY:

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

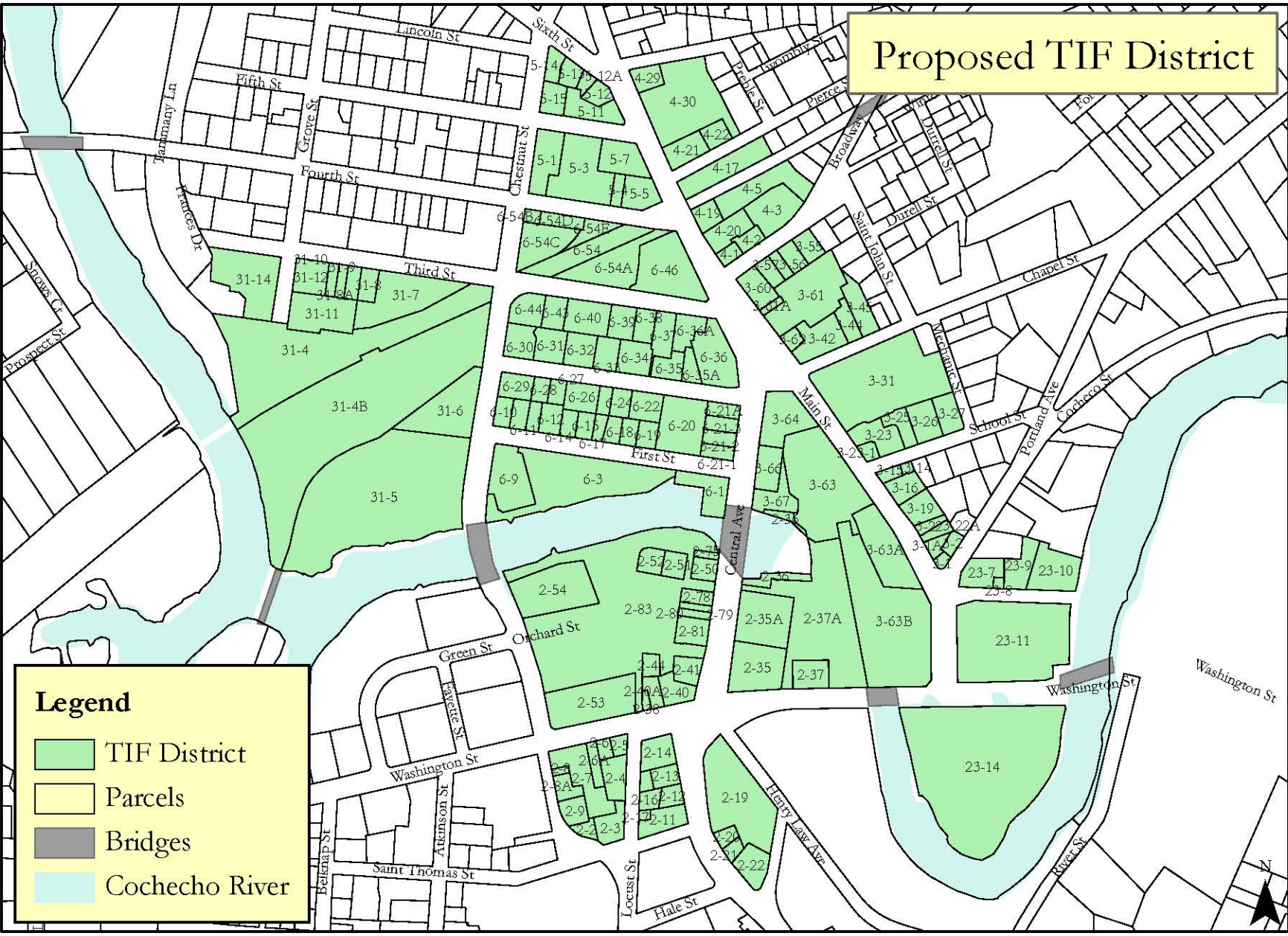
### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor, Anthony McManus, At Large		
Total Votes:		
Resolution does   does not pass.		

### RESOLUTION BACKGROUND MATERIAL:

See attached: Street Plan, Tax Map Parcels, Downtown Dover Tax Increment Financing District Development Program, Downtown Dover Tax Increment Financing Plan, Downtown Dover TIF Limitations, Downtown Dover TIF Administration Plan, and Downtown Dover TIF Advisory Board Rules.

# Proposed TIF District



**Legend**

- TIF District
- Parcels
- Bridges
- Cochecho River

0 250 500 1,000 Feet



**City of Dover**

**Proposed TIFD Tax Map Parcels**

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current
								Land Value	Building Value	Total Value
02002-000000	CITY OF DOVER	17	ST THOMAS ST	CBD	903	E	0.100	30,800	6,100	36,900
02003-000000	CITY OF DOVER	33	LOCUST ST	CBD	903	E	0.200	99,000	0	99,000
02004-000000	104 WASHINGTON ST INC	9	LOCUST ST	CBD	337	C	0.200	168,300	0	168,300
02005-000000	104 WASHINGTON ST INC	102	WASHINGTON ST	CBD	340	C	0.060	173,900	384,000	557,900
02006-000000	ROBBINS SIDNEY FAMILY TRUST	108	WASHINGTON ST	CBD	307	C	0.055	164,100	123,500	287,600
02006-A00000	ROBBINS SIDNEY FAMILY TRUST	114	WASHINGTON ST	CBD	307	C	0.020	95,900	45,800	141,700
02007-000000	ROBBINS SIDNEY FAMILY TRUST	124	WASHINGTON ST	CBD	307	C	0.380	173,400	476,400	649,800
02008-000000	ROBBINS SIDNEY FAMILY TRUST	26	WALNUT ST	CBD	337	C	0.024	48,000	0	48,000
02008-A00000	ROBBINS SIDNEY FAMILY TRUST	28	WALNUT ST	CBD	337	C	0.107	126,600	6,900	133,500
02009-000000	ROBBINS SIDNEY FAMILY TRUST	32	WALNUT ST	CBD	337	C	0.137	127,300	8,800	136,100
02011-000000	TRI COUNTY REALTY INC	300	CENTRAL AV	CBD	322	C	0.200	198,000	506,200	704,200
02012-000000	TRI COUNTY REALTY INC	314	CENTRAL AV	CBD	322	C	0.090	194,200	453,400	647,600
02013-000000	CITY OF DOVER	320	CENTRAL AV	CBD	903	E	0.120	123,500	6,700	130,200
02014-000000	90 TEMPLE ASSOCIATES LIM PART	90	WASHINGTON ST	CBD	306	C	0.209	181,000	1,694,900	1,875,900
02015-000000	CITY OF DOVER	18	LOCUST ST	CBD	903	E	0.050	48,900	2,700	51,600
02016-000000	TRI COUNTY REALTY INC	32	LOCUST ST	CBD	337	C	0.070	101,800	7,100	108,900
02017-000000	TRI COUNTY REALTY INC	38	LOCUST ST	CBD	337	C	0.030	100,800	8,800	109,600
02019-000000	TRI COUNTY REALTY INC	333	CENTRAL AV	CBD	340	C	1.046	232,800	1,273,900	1,506,700
02020-000000	TRI COUNTY REALTY INC	297	CENTRAL AV	CBD	303	C	0.070	154,900	194,900	349,800
02021-000000	TRI COUNTY REALTY INC	295	CENTRAL AV	CBD	111	A	0.060	113,800	34,400	148,200
02022-000000	VSH REALTY INC	291	CENTRAL AV	CBD	340	C	0.248	199,600	186,600	386,200
02035-000000	STRAFFORD NATL BANK	353	CENTRAL AV	CBD	341	C	0.540	242,500	1,589,000	1,831,500
02035-A00000	BANK OF NEW HAMPSHIRE	375	CENTRAL AV	CBD*	341	C	0.590	211,100	142,600	353,700
02036-000000	COCHECO FALLS DAM	2	CENTRAL AV	CBD	502	U2	0.080	92,500	356,800	449,300
02037-000000	COCHECO MILLS HOLDINGS LLC	51	WASHINGTON ST	CBD	13	C	0.220	198,600	6,721,600	6,920,200
02037-A00000	COCHECO MILLS HOLDINGS LLC	0	MAIN ST	CBD	390	C	1.740	376,800	40,800	417,600
02038-000000	HOLGATE LIMITED PARTNERSHIP	93	WASHINGTON ST	CBD	303	C	0.030	151,900	282,100	434,000
02040-000000	SARNIA PROPERTIES INC	83	WASHINGTON ST	CBD	340	C	0.170	197,000	1,624,600	1,821,600
02040-A00000	MTI	85	WASHINGTON ST	CBD	340	C	0.100	168,800	563,600	732,400
02041-000000	SARNIA PROPERTIES INC	350	CENTRAL AV	CBD	337	C	0.200	99,000	8,400	107,400
02044-000000	KOZ PROPERTIES LLC	1	ORCHARD ST	CBD	326	C	0.085	143,400	351,000	494,400
02050-000004	SMESTAD STEVEN A	388	CENTRAL AV	CBD	102	R	0.000	70,000	109,300	179,300
02051-000000	GEORGAKILAS PETER & PAULA TRUSTEES	2	WALDRON CT	CBD	111	A	0.120	114,800	292,200	407,000
02052-000000	INNATE LLC	1	WALDRON CT	CBD	340	C	0.130	166,300	268,000	434,300

City of Dover

Proposed TIFD Tax Map Parcels

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current
								Land Value	Building Value	Total Value
02053-000000	ONE TWENTY FIVE WASHINGTON ST	125	WASHINGTON ST	CBD	340	C	0.740	216,200	1,126,100	1,342,300
02054-000000	COCHECO PARK PRESERVATION ASSOCIATES	40	CHESTNUT ST	CBD	112	A	0.740	324,300	3,926,200	4,250,500
02075-C00000	KARELITZ ROBERT S REVOCABLE TRUST	400	CENTRAL AV	CBD	396	C	0.000	45,000	148,400	193,400
02078-000000	HOLGATE LIMITED PARTNERSHIP	386	CENTRAL AV	CBD	303	C	0.080	157,300	380,400	537,700
02079-000000	GUILLEMETTE RAYMOND N 2005 TRUST	378	CENTRAL AV	CBD	303	C	0.030	151,900	177,200	329,100
02080-000000	GUILLEMETTE RAYMOND N 2005 TRUST	376	CENTRAL AV	CBD	303	C	0.050	154,100	113,300	267,400
02081-000000	364 CENTRAL AVENUE ASSOCIATES LLC	364	CENTRAL AV	CBD	303	C	0.179	197,400	1,187,500	1,384,900
02083-000000	CITY OF DOVER	0	ORCHARD ST	CBD	903	E	3.609	665,400	51,500	716,900
03001-000000	KRANS ALLAN B	29	MAIN ST	CBD	340	C	0.030	124,900	173,600	298,500
03001-A00000	KRANS ALLAN B	33	MAIN ST	CBD	340	C	0.070	125,800	121,300	247,100
03002-000000	GENTILE LISA TRUSTEE	0	PORTLAND AV	CBD	340	C	0.060	125,600	138,800	264,400
03014-000000	GRAY JOHN W REVOCABLE TRUST	3	SCHOOL ST	CBD	101	R	0.025	65,000	51,300	116,300
03015-000000	GRAY JOHN W REVOCABLE TRUST	55	MAIN ST	CBD	303	C	0.050	110,000	147,900	257,900
03016-000000	COCHECO MILLS HOLDINGS LLC	51	MAIN ST	CBD	337	C	0.180	157,800	6,300	164,100
03019-000000	CARDILLO CASSANDRA M &	39	MAIN ST	CBD	13	R	0.197	112,800	145,100	257,900
03022-000000	KRANS ALLAN B	35	MAIN ST	CBD	337	C	0.066	58,000	3,700	61,700
03022-A00000	KRANS ALLAN B	0	MAIN ST	CBD	337	C	0.060	58,000	3,700	61,700
03023-000000	65 MAIN ST LLC	6	SCHOOL ST	CBD	340	C	0.260	200,000	432,300	632,300
03023-001000	CITY OF DOVER	0	MAIN ST	CBD	903	E	0.060	93,100	5,100	98,200
03025-000000	CITY OF DOVER	8	SCHOOL ST	CBD	903	E	0.160	87,200	9,000	96,200
03026-000000	CITY OF DOVER	0	SCHOOL ST	CBD	903	E	0.220	149,000	12,300	161,300
03027-000000	CITY OF DOVER	2	MECHANIC ST	CBD	903	E	0.220	149,000	12,300	161,300
03031-000000	BIG J REALTY INC	77	MAIN ST	CBD	322	C	1.670	338,100	881,100	1,219,200
03042-000000	FIELD AND FOSTER INC	459	CENTRAL AV	CBD	302	C	0.320	215,000	1,058,600	1,273,600
03044-000000	8 CHAPEL STREET LLC	8	CHAPEL ST	CBD	111	A	0.130	82,400	226,000	308,400
03045-000000	COCHECO MILLS HOLDINGS LLC	10	CHAPEL ST	CBD	337	C	0.200	148,500	10,300	158,800
03055-000000	CITY OF DOVER	13	BROADWAY	CBD	903	E	0.120	166,000	7,100	173,100
03056-000000	CITY OF DOVER	9	BROADWAY	CBD	903	E	0.120	111,300	584,000	695,300
03057-000000	7 BROADWAY LLC	7	BROADWAY	CBD	303	C	0.070	116,100	51,600	167,700
03058-059000	SULLIVAN JOHN W	3	BROADWAY	CBD	303	C	0.080	174,500	126,100	300,600
03060-000000	SOJOURN PROPERTY MANAGEMENT LLC	495	CENTRAL AV	CBD	322	C	0.180	177,800	519,300	697,100
03061-000000	GIRI DOVER LLC	481	CENTRAL AV	CBD	302	C	0.820	218,900	947,900	1,166,800
03061-A00000	SOJOURN PROPERTY MANAGEMENT LLC	487	CENTRAL AV	CBD	326	C	0.030	192,200	150,600	342,800
03062-000000	PHOFOLOS FAMILY REVOCABLE TRUST OF 2001	475	CENTRAL AV	CBD	326	C	0.070	156,200	242,600	398,800

City of Dover

Proposed TIFD Tax Map Parcels

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current
								Land Value	Building Value	Total Value
03063-000000	COCHECO MILLS HOLDINGS LLC	100	MAIN ST	CBD	390	C	1.380	376,000	10,300	386,300
03063-A00000	PICKER HOUSE LLC	42	MAIN ST	CBD	112	A	0.550	227,500	1,272,700	1,500,200
03063-B00000	COCHECO MILLS HOLDINGS LLC	43	WASHINGTON ST	CBD	390	C	0.540	194,000	25,700	219,700
03064-000000	PILLAR INVESTMENT CORP	451	CENTRAL AV	CBD*	322	C	0.370	183,300	1,083,200	1,266,500
03066-000000	COCHECO MILLS HOLDINGS LLC	427	CENTRAL AV	CBD	391	C	0.220	69,500	0	69,500
03067-000000	421 CENTRAL AVENUE LLC	421	CENTRAL AV	CBD	326	C	0.230	156,600	581,600	738,200
04001-000000	DOVER DRUG	505	CENTRAL AV	CBD	303	C	0.074	193,700	488,700	682,400
04002-000000	RANDALL CLAYTON F LIVING REVOCABLE TRUST	4	BROADWAY	CBD	322	C	0.110	175,400	188,000	363,400
04003-000000	RANDALL CLAYTON F LIVING REVOCABLE TRUST	12	BROADWAY	CBD	337	C	0.350	162,400	16,200	178,600
04005-000000	TRINKET REALTY LLC	14	BROADWAY	CBD	401	I	0.447	166,800	31,400	198,200
04017-000000	DANVIN COURT ONE LLC &	525	CENTRAL AV	CBD	335	C	0.290	200,700	303,100	503,800
04019-000000	PAPAIOANNOU ATHANASIOS &	519	CENTRAL AV	CBD	326	C	0.130	195,600	171,900	367,500
04020-000000	PAPAIONNOU SOTIRIOS & ALEXANDRA &	511	CENTRAL AV	CBD	303	C	0.230	203,800	363,200	567,000
04021-000000	SEACOAST SAVING BANK	0	CENTRAL AV	CBD	337	C	0.212	50,400	10,300	60,700
04022-000000	JALBERT MARGARET L &	2	PIERCE ST	CBD	303	C	0.110	111,100	293,300	404,400
04029-000000	CHITTENDEN CORPORATION	543	CENTRAL AV	CBD	340	C	0.146	144,900	898,700	1,043,600
04030-000000	CHITTENDEN CORPORATION	537	CENTRAL AV	CBD	341	C	1.430	308,800	689,800	998,600
05001-000000	FULL CIRCLE CONDOMINIUMS C/O MOUZOURAKIS	12	CHESTNUT ST	CBD	911	E	0.352	150,100	347,900	498,000
05003-000000	21 FOURTH STREET LLC	11	FOURTH ST	CBD	322	C	0.698	204,100	1,158,500	1,362,600
05004-000000	MANTOS PETER W &	9	FOURTH ST	CBD	303	C	0.050	91,600	86,000	177,600
05005-000000	CONROY MARY L & STAPLES K & LAJOIE L	526	CENTRAL AV	CBD	326	C	0.210	201,300	210,500	411,800
05007-000000	GOSSELLS BONNIE & BLICHER E CO-TRUSTEES	530	CENTRAL AV	CBD	325	C	0.340	217,500	164,900	382,400
05011-000000	FIVE POINTS DEVELOPMENT LLC	538	CENTRAL AV	CBD	303	C	0.254	175,700	1,100,200	1,275,900
05012-000000	FISCHER WALTER TRUSTEE	540	CENTRAL AV	CBD	303	C	0.120	175,700	244,100	419,800
05012-A00000	FISCHER WALTER TRUSTEE	4	SIXTH ST	CBD	104	R	0.067	104,200	69,500	173,700
05013-000000	SHEEHAN DANIEL H	6	SIXTH ST	CBD	105	R	0.109	111,100	98,400	209,500
05014-000000	FOURNIER DEAN A TRUSTEE	10	SIXTH ST	CBD	104	R	0.116	129,800	99,100	228,900
05015-000000	AVALON INVESTMENT INC	9	FIFTH ST	CBD	121	A	0.330	83,300	189,000	272,300
06001-000000	FISCHER BRIAN &	432	CENTRAL AV	CBD	322	C	0.280	168,000	362,900	530,900
06003-000000	CITY OF DOVER	6	FIRST ST	CBD	903	E	1.355	101,100	36,100	137,200
06009-000000	FIRCH LLC	24	CHESTNUT ST	CBD	340	C	0.461	152,800	288,700	441,500
06010-000000	HOLGATE LIMITED PARTNERSHIP	22	CHESTNUT ST	CBD	303	C	0.100	175,100	168,300	343,400
06010-A00000	HOLGATE LIMITED PARTNERSHIP	37	FIRST ST	CBD	111	A	0.100	81,800	498,800	580,600
06011-000000	LONG STEPHANIE N	35	FIRST ST	CBD	101	R	0.057	71,500	89,400	160,900

City of Dover

Proposed TIFD Tax Map Parcels

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current
								Land Value	Building Value	Total Value
06012-000000	MURPHY BRIAN J	31	FIRST ST	CBD	111	A	0.150	82,800	236,100	318,900
06014-000000	DICKEY NATHAN TRUSTEE	27	FIRST ST	CBD	111	A	0.070	81,200	234,100	315,300
06015-000000	KAB REALTY MANAGEMENT LLC	23	FIRST ST	CBD	111	A	0.100	81,800	324,300	406,100
06016-000000	CONNORS COLLEEN F &	21	FIRST ST	CBD	101	R	0.054	79,500	77,200	156,700
06017-000000	HOLGATE LIMITED PARTNERSHIP	19	FIRST ST	CBD	111	A	0.110	82,000	394,500	476,500
06018-000000	WHITE DOVE PROPERTIES LLC	17	FIRST ST	CBD	111	A	0.100	81,800	393,100	474,900
06019-000000	FORTIER MARY M	13	FIRST ST	CBD	104	R	0.117	195,200	200,200	395,400
06020-000000	KOUTRELAKOS HELEN	1	FIRST ST	CBD	340	C	0.529	209,100	482,500	691,600
06021-001000	BUILD UPON LLC	436	CENTRAL AV	CBD	326	C	0.090	158,300	305,600	463,900
06021-002000	MARKER 21 HOLDINGS LLC	442	CENTRAL AV	CBD	322	C	0.090	158,300	173,300	331,600
06021-003000	CARTELLI'S LLC	446	CENTRAL AV	CBD	303	C	0.100	159,400	320,900	480,300
06021-A00000	HENRY PETER T &	450	CENTRAL AV	CBD	340	C	0.090	158,300	504,300	662,600
06022-000000	WEST CONCORD INVESTMENTS LLC	14	SECOND ST	CBD	111	A	0.098	81,800	331,000	412,800
06024-000000	CAMIRE DAVID R &	18	SECOND ST	CBD	111	A	0.110	82,000	213,300	295,300
06025-000000	CAMIRE DAVID R &	22	SECOND ST	CBD	104	R	0.079	79,800	146,800	226,600
06026-000000	FIELD JEAN	24	SECOND ST	CBD	104	R	0.217	77,600	147,400	225,000
06027-000000	NGUYEN HOA K	28	SECOND ST	CBD	111	A	0.080	81,400	266,700	348,100
06028-000000	SCHREUER RICHARD &	32	SECOND ST	CBD	111	A	0.080	81,400	267,400	348,800
06029-000000	HOLGATE LIMITED PARTNERSHIP	36	SECOND ST	CBD	337	C	0.160	127,800	9,900	137,700
06030-000000	ROSE SANDRA C	35	SECOND ST	CBD	101	R	0.200	119,100	160,400	279,500
06031-000000	SECOND STREET DOVER LLC	29	SECOND ST	CBD	111	A	0.200	83,800	299,700	383,500
06032-000000	WONG MO	42	THIRD ST	CBD	326	C	0.360	203,400	12,600	216,000
06033-000000	ROSS FURNITURE COMPANY INC	23	SECOND ST	CBD	307	C	0.200	99,000	12,200	111,200
06034-000000	WOODS PHYLLIS L TRUSTEE	17	SECOND ST	CBD	31	C	0.220	129,100	300,700	429,800
06035-000000	TEACH A MAN TO FISH INC	11	SECOND ST	CBD	111	A	0.140	195,900	354,500	550,400
06035-A00000	BAMFORD INVESTMENT CO LLC	0	SECOND ST	CBD	337	C	0.100	97,300	0	97,300
06036-000000	BAMFORD INVESTMENT CO LLC	456	CENTRAL AV	CBD	322	C	0.520	208,800	2,478,900	2,687,700
06036-A00000	BAMFORD INVESTMENT CO LLC	4	THIRD ST	CBD	377	C	0.187	98,800	0	98,800
06037-000000	ANBELWOLD LLC	18	THIRD ST	CBD	364	C	0.210	178,500	421,000	599,500
06038-000000	ROSS FURNITURE COMPANY INC	22	THIRD ST	CBD	337	C	0.130	97,800	0	97,800
06039-000000	ROSS FURNITURE COMPANY INC	30	THIRD ST	CBD	322	C	0.160	177,000	529,500	706,500
06040-000000	WONG JOHN	44	THIRD ST	CBD	303	C	0.140	195,900	1,110,500	1,306,400
06043-000000	VARNEY LINDA S	52	THIRD ST	CBD	322	C	0.150	196,300	138,200	334,500
06044-000000	VARNEY JAMES & LINDA TRUSTEES	60	THIRD ST	CBD	322	C	0.210	198,300	232,500	430,800

**City of Dover**

**Proposed TIFD Tax Map Parcels**

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	Current	Current	Current	
								Land Value	Building Value	Total Value	
06046-000000	BAMFORD DAVID K	488	CENTRAL AV	CBD	303	C	0.696	262,000	1,172,200	1,434,200	
06054-000000	BOSTON & MAINE RR	0	THIRD ST	CBD	900	E	0.410	205,100	0	205,100	
06054-A00000	CITY OF DOVER	0	THIRD ST	CBD	903	E	0.750	108,300	1,900	110,200	
06054-B00000	FORTIN GAIL A	20	CHESTNUT ST	CBD	326	C	0.040	71,200	58,300	129,500	
06054-C00000	CITY OF DOVER	0	CHESTNUT ST	CBD	903	E	0.552	209,900	31,000	240,900	
06054-D00000	COLWELL-ELLIS DARLENE TRUSTEE	10	FOURTH ST	CBD	322	C	0.110	175,400	126,200	301,600	
06054-E00000	CARRIER IRENE R TRUSTEE	4	FOURTH ST	CBD	340	C	0.160	157,300	119,900	277,200	
23007-000000	MELITUS JAMES & KATHLEEN L &	3	PORTLAND AV	CBD	105	R	0.255	75,500	118,000	193,500	
23008-000000	TRAVIS ERIK M &	10	YOUNG ST	CBD	132	R	0.020	7,300	0	7,300	
23009-000000	TRAVIS ERIK M &	12	YOUNG ST	CBD	105	R	0.189	70,900	161,800	232,700	
23010-000000	ALLIS JOSEPH	17	YOUNG ST	CBD	337	C	0.360	129,900	6,400	136,300	
23011-000000	ALLIS GLORIA L & JOSEPH	1	MAIN ST	CBD	307	C	1.534	315,100	707,600	1,022,700	
23014-000000	WASHINGTON STREET MILL LLC	1	WASHINGTON ST	CBD	402	I	3.350	529,200	4,671,800	5,201,000	
31004-000000	BOSTON & MAINE RR %GUILFORD TRANS	35	CHESTNUT ST	CBD	900	E	2.750	105,000	134,500	239,500	
31004-B00000	COCHECO MILLS HOLDINGS LLC	33	CHESTNUT ST	CBD	337	C	4.600	218,200	182,500	400,700	
31005-000000	HARLECH LLC	47	CHESTNUT ST	CBD	322	C	3.660	292,200	1,106,900	1,399,100	
31006-000000	LOYAL ORDER OF MOOSE #443	45	CHESTNUT ST	CBD	353	C	0.830	64,800	126,800	191,600	
31007-000000	SOJOURN PROPERTY MANAGEMENT LLC	66	THIRD ST	CBD	307	C	0.680	158,300	998,900	1,157,200	
31008-000000	SOJOURN PROPERTY MANAGEMENT LLC	78	THIRD ST	CBD	337	C	0.090	107,700	0	107,700	
31008-A00000	POLYCHRONIS BLANCHE H 2001 TRUST	80	THIRD ST	CBD	101	R	0.090	80,000	97,300	177,300	
31009-000000	GRASS ARTHUR	82	THIRD ST	CBD	104	R	0.067	79,600	119,400	199,000	
31010-000000	ERNEST 39 HOLDING LLC	86	THIRD ST	CBD	104	R	0.069	79,700	76,000	155,700	
31011-000000	ONE GROVE STREET LLC	1	GROVE ST	CBD	401	I	0.500	118,600	126,100	244,700	
31012-000000	THIRD STREET PROPERTY CORP	5	GROVE ST	CBD	337	C	0.230	73,500	10,800	84,300	
31014-000000	HATCH ALAN L	6	GROVE ST	CBD	401	I	0.729	130,600	440,500	571,100	
							Assessed Value as of April 1, 2013	58.467	24,473,100	64,264,100	88,737,200

# Downtown Dover TIF District Development Program

The following Development program will guide development that occurs within the Downtown Dover Tax Increment Finance District (TIFD) as per RSA 162-K:6.

The City's initial activities in developing the Downtown TIF District will include the construction of a parking facility. It may include public infrastructure development, marketing and promotion of the District, negotiation of development agreements, and the sale of property for commercial and infill development.

## **Property Disposition & Reuse of Private Property**

The City may convey all or a portion of public parking lots located within the TIFD to private developers under the terms of specific development agreements designed to promote the objectives of the Development Program. The terms of purchase and sale agreements or development agreements pertaining to properties transferred by the City must be approved by the City Council.

## **Public Facilities to be constructed**

The initial public facilities to be constructed include a 339 space parking garage which includes 290 public parking spaces and 49 spaces for police staff and police vehicles. The garage will be located on an existing surface parking lot within downtown Dover. The additional spaces created will provide much needed parking for various users as well as attract investors to the downtown area. Infrastructure improvements may include street lighting, traffic control devices, water, wastewater, storm drainage and road systems anticipated for the completion of the parking structure.

Following the capital investment in a parking facility, future public infrastructure within the TIFD may include the following elements, which center on improvements necessary to encourage positive economic development within Dover's urban core:

- Relocating existing private utility transmission lines underground;
- Expansion or replacement of public utility infrastructure;
- Improvements to public streetscape and lighting, seasonal and permanent;
- Upgrading existing portions of sidewalk and road way infrastructure as needed for anticipated development;
- Maintenance and administrative costs.

In addition to the guidelines already described, the construction of the public facilities will adhere and comply with the following guidelines:

- Facilities constructed will not create any additional open space;
- All relevant rules and regulations related to environmental controls;
- Facilities constructed will not involve the reuse of private property; and
- Facilities constructed will be operated by the City of Dover.

**Private Utilities**

Natural gas service is provided to Dover's downtown by Unitil, which has a policy of extending service lines at its own cost to provide service to new development sites. Public Service Company of New Hampshire (PSNH) is the provider of electric service to all areas of the City of Dover.

The City's land development regulations require new development to place all utilities underground. The Master Plan encourages the City to look at placing existing utilities underground as well. All public facility programs will meet this goal.

**Land Use Regulations**

As established by the City's development practices, public and private property within the TIFD shall be developed or redeveloped in accordance with the goals, objectives, and standards set by the following City documents, as amended:

- The City's Master Plan
- Zoning ordinance;
- Subdivision of Land regulations;
- Site plan review regulations;
- Building and life safety codes;
- All applicable state and federal laws.

In addition to applicable regulations, during the Planning Board review process, other pertinent limits on development may be defined by the terms of development agreements between the City and individual private parties. An example of these terms may be found within the Land Development Agreement signed by the City and First Street at Garrison LLC for the development of the First Street parking lot. Elements of this agreement include guidelines for the development of the lot, as well as tax revenue guarantees.

**Relocation of persons, businesses or others:**

The proposed development does not anticipate the displacement of persons, businesses or others. As the area of initial development is municipal owned property, therefore, no plan for relocation is necessary. If, the City were to work with a private property owner to develop other property within the District, and relocation is required, the City of Dover will ensure that the safety and well-being of those affected by relocation is maintained. Furthermore, the City shall be required to act ethically and with integrity in all dealings.

**Powers and authorities:**

In conformity with the development program, within the district, the City via actions of the City Council may, by virtue of the statute, invoke the various powers and authorities as stated in RSA 162-K:6 III.

**District changes and modifications:**

The area of the TIFD may be enlarged following the date of the designation, subject to further public hearings and vote of the City Council, in accordance with RSA 162K:5.

The tax increment financing plan may be modified by the approval of the City Council in accordance with 162-K:9 IV.

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# Downtown Dover TIF Financing Plan

New Hampshire's Revised Statutes Annotated (RSA) govern the State's wellbeing and authorities allowed local communities. RSA 162-K:9 requires that the City of Dover adopt a Tax Increment Financing Plan (TIFP), prior to establishing a TIF district.

## **Objective**

It is the objective of the City of Dover to use the tax increment financing district (TIFD) to help provide downtown parking for various users, support infill and economic development in the downtown by providing public parking facilities and other public infrastructure. In order to assist in that endeavor, it is necessary that the City of Dover fund public improvements necessary to attract private investors to the center of the community and, in turn, those private investors and their projects will provide needed taxable assessment, business revenue, and cultural and social activities to the downtown and the community as a whole. With the development of the proposed TIFD, some of the parking requirements of the downtown are met, along with the inclusion of public improvements such as water, wastewater, storm water infrastructure and road systems within the TIFD. Without the creation of the TIFD, long standing parking issues and public infrastructure needs in the downtown will not be resolved, the City will not be the beneficiary of millions of dollars of private investments and the opportunity to benefit from the additional taxable value those private investments generate to fund the aforementioned parking structure and public improvements will be lost.

Additionally, the creation of the TIFD is contemplated by the Master Plan Visioning Chapter adopted by the Planning Board on August 28, 2012 as well as the recommendation from the Land Use Chapter of the Master Plan from 2007 that specifically states the City of Dover should "Designate areas as Business Investment Districts to improve infrastructure and streetscape by taking advantage of income created by an increased tax assessment." The Master Plan also endorses the justification that parking garages be constructed recognizing parking is not just a private sector issue but must be fortified through strong public-private partnership in order for the downtown to prosper.

## **Sale of City-Owned Real Estate within the TIF District**

As part of the Development Program, the City may convey individual properties to private entities for the purposes of development consistent with the purposes of the TIFD. Net revenues generated from the sale of these parcels shall be used to reimburse the City's Parking Activity Fund for its prior investments with the TIFD.

## **Cost of Public Improvements**

As part of the Fiscal Year 2015 Capital Improvement's Program adopted in January 2014, the City Council approved the creation of a downtown parking structure. This structure is anticipated to accommodate approximately 339 spaces, with one (1) below grade level of 49 spaces for use by the Dover Police Department and four (4) above grade decks containing a total of 290 public parking spaces. The cost of the parking structure and

related infrastructure improvements will be approximately \$11.5 million. The amount financed will be \$11.5 million.

While estimates of infrastructure costs are in progress, it is anticipated that those costs may encompass street lighting, traffic control devices, water, wastewater, storm water infrastructure and roadway systems. The debt service for the first five years of the garage will be limited to interest-only payments. It is anticipated that these payments will be approximately \$575,000 per year. For the remaining twenty years of the bond, the anticipated payments, including principal and interest, will be approximately \$925,000 per year.

As part of the annual development of the City’s Capital Improvement’s Program, further public improvements will be analyzed and approved by the City Council in accordance to existing and future financial policies. Said public improvements will be tied to the overall growth and enhancement of downtown Dover and should contribute to the economic viability and health of the City. There is no expectation of bonding at this time for public improvements. Improvements will be scheduled as increment becomes available, and as the City Council approves.

**Revenue Potential from Captured Assessed Valuation in District**

A pro forma is attached in Appendix C that demonstrates how the plan would finance a 339 space parking structure. As described above, the project will be financed with a twenty-five (25) year general obligation bond. The repayment of the bond will include five (5) years of interest only payments and twenty (20) years of principal and interest payments to fully amortize the debt. It is anticipated that the cost to repay the debt along with ongoing administration, maintenance and capital improvement costs will be satisfied each year from a combination of sources including new tax increment derived from new captured assessed value within the TIFD, parking revenues, and the sale of City-owned parcels.

**Annual TIF District Revenues**

TIF revenues will be generated by property taxes levied on the incremental assessed valuation within the District after the date of its creation. Long term projections of infill development build-out within the TIFD indicate the following annual tax revenue potential generated by one hundred percent (100%) retention of captured assessed value.

Tax Year Ending	Annual Tax Revenue Potential From Incremental Assessed Valuation
2020	\$620,468
2025	\$774,761
2030	\$910,837
2035	\$1,053,858
2039	\$1,173,507

The above revenue estimates rely on assumptions that include development commitments, such as the First Street parking lot redevelopment, the proposed infill development plan for the Orchard Street and Third Street parking lots, and an annual pace of growth in assessed value of two percent (2%) growth in annual assessments due to market forces for the initial years. After year 5 the percentage of growth is estimated at a value of one percent (1%). Various factors, including the actual pace and character of new development within the TIFD, actual valuations assigned to TIF properties, and property tax rate may alter the captured assessed valuation.

**Annual Allocation of Captured Value**

Where annual tax increment revenues from the TIFD, together with unexpended balances of such revenues from prior years exceed the amount necessary for annual debt service payments, the balance may be returned to the General Fund following a vote of the City Council and adoption of annual municipal budget.

**Impact of RSA 162-K TIF District on Related Taxing Jurisdictions**

In accordance with RSA 162-K:10, all property tax revenues generated by the original assessed value (base value) of the TIFD will continue to accrue to the City's general fund.

In accordance with RSA 162-K:9, Strafford County and Dover School Board will specifically be provided an opportunity to meet with the City Council, the governing body of the City of Dover, so they also can be informed of the TIF plan and proposed district. They will also be allowed to contribute comments during the public hearing on the establishment of the proposed TIFD.

**Operation and Maintenance**

The City will be responsible for the operation and maintenance of all public facilities, including the parking facility. The projected annual expense of the parking facility for maintenance and operating expenses will be approximately \$110,000 per year.

The Dover City Council may also establish capital reserve accounts for the replacement or upgrades of public infrastructure within the TIFD using TIF incremental revenues.

**Duration**

The Downtown Tax Increment Financing District will expire at the conclusion of the bond repayment schedule which is anticipated to be twenty-five (25) years. Upon expiration of the TIFD, all incremental valuation that has been created within the TIFD becomes available generated property tax revenues for the City's general fund.

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# Downtown Dover TIF Limitations

Dover's Tax Increment Financing District must meet certain guidelines and restrictions in its formation, and utilization. In accordance with RSA 162-K:5, the Dover City Council understands that any individual Tax Increment Financing District (TIFD) must demonstrate that the taxable valuation must not be more than eight percent (8%) of the City's taxable value. Furthermore, the land area within the TIFD encompass no more than five percent (5%) of the City's land area.

Dover's Downtown TIF District is proposed to meet the following guidelines:

	<i>Taxable Valuation</i>	<i>Land Area in Acres</i>
City Total 2013	\$2,697,318,050	18,857
Maximum Allowable - Individual TIF District <i>(8% of Taxable Value; 5% of Acreage)</i>	\$215,785,444	942.85
Downtown Dover TIF Baseline <i>As Percent of City Total</i>	\$88,737,200 3.28%	58.467 .31%
Maximum Cumulative TIFs Allowable <i>(16% of Taxable Value; 10% of Acreage)</i>	\$431,570,888	1,885.70
Downtown Dover TIF	\$11,500,000	58.467
Total Cumulative District Values 2013 <i>As Percent of City Total</i>	\$11,500,000 .43%	58.467 .31%

This proposed plan has a total valuation that is just over three percent (3%), thus below the mandated eight percent (8%) of the City's taxable value. The proposed land area of 58 acres, is less than one percent (1%) of the City's land area, thus the TIFD conforms to the requirement not be more than five percent (5%).

The statute also limits the cumulative land area and taxable valuation within all TIF districts of a municipality to sixteen percent (16%) of assessed valuation and ten percent (10%) of total land area. Dover has no other existing TIF districts, thus the proposed point forty three percent (.43%) and sub one percent (.31%) allotments meet this cumulative requirement.

# Downtown Dover TIF Administration Plan

Proper administration of the Tax Increment Financing District (TIFD) is of paramount importance. Strict adherence to the Development and Financing Plan as well as proper fiscal controls, and oversight of the use of a TIF to promote economic activity must be consistent and constant. In accordance with RSA 162-K, the following administrative processes will govern the TIFD.

## **Administrator**

By designation of the City Council and consistent with the responsibilities for municipal administration established by the Dover City Charter, the administrator of the Downtown Dover TIF District shall be the City Manager, who shall make an annual financial report to the City Council, as per RSA 162-K: 11.

## **Advisory Board**

In accordance with RSA 162-K: 14, the Dover City Council shall create an Advisory Board for the TIFD, which shall have operating rules. The board shall consist of five members including the City Manager (or designee), one (1) Parking Commission designee, one (1) property owner or occupant of real property within or adjacent to the district to be designated by the City Council, one (1) property owner or occupant of real property within or adjacent to the district to be designated by the Greater Dover Chamber of Commerce, and one (1) property owner or occupant of real property within or adjacent to the district to be designated by Dover Main Street.

The Board shall operate under the provisions of 162-K: 14 which governs the powers and authority of the Advisory Board. The purpose of the Advisory Board shall be to advise the City Council on the policies and actions for the administration of the district relating to planning, construction and implementation of the Development Program and the operation and maintenance of the District after the program is completed.

The Advisory Board shall meet either as determined by the chair of the Board or request by the Mayor or the City Manager to examine operation and maintenance of the TIFD.

The Advisory Board shall have 30 days to appeal any decision of the district administrator to the City Council for review and appropriate action.

## **Amendments**

Amendments to the boundaries of the TIFD, the Development Program or Financing Plan shall be undertaken in accordance with the public hearing process set forth within RSA 162-K:4, including its requirements for reasonable notification to the Dover School District and Strafford County Commissioners, in accordance with RSA 162-K:9.

**Duration of Program**

The Downtown Tax Increment Financing District will expire at the conclusion of the bond repayment schedule which is anticipated to be twenty-five (25) years.

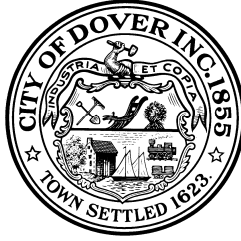
**Computation of tax increments:**

Upon formation of a development district, the Dover Tax Assessor shall determine the current assessed value of the real property within the district in conformity with RSA 162-K:10. The current assessed value shall be known as the "original assessed value." Each year thereafter, the Assessor(s) shall determine the amount by which the assessed value has increased or decreased from the original assessed value. Any amount by which the current assessed value of the district exceeds the original assessed value will be referred to as the captured assessed value. This amount will be determined annually.

**Captured assessed value dedication:**

The City of Dover shall expend the tax increments received in accordance with the tax increment financing plan. Tax increments shall be used only to pay the costs (including debt service) and administrative expenses incurred in developing and maintaining the public facilities and infrastructure to be constructed within the district.

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## **DOWNTOWN DOVER TIF ADVISORY BOARD OPERATING RULES**

### **Article I. Name**

The name of the board is the "Downtown Dover TIF Advisory Board."

### **Article II. Authority and Duties**

- A. The TIF Advisory Board shall have the powers and duties established by state law pursuant to RSA 162-K 14.
- B. The TIF Advisory Board shall advise the City Council and district administrator pertaining to planning, construction and implementation of the development program and on maintenance and operation of the district.

### **Article III. Membership**

- A. **Membership.** There shall be five (5) members on the board. Membership shall be for terms of three (3) years. Terms shall be staggered.
- B. **Attendance, Vacancies and Removal.** All appointments to the board shall serve for the terms appointed and until a successor shall have been appointed and qualified, unless any board member has unexcused absences for four (4) consecutive meetings or four (4) regular meetings in a calendar year, whereby a vacancy shall be created in the position, and said vacancy shall be filled by the appointing authority. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing authority unless otherwise provided in state statute. Conditions for removal of any board member shall be defined by statute, ordinance or the Charter.

### **Article IV. Officers and Staffing**

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

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

## Article V. Procedures

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

**To be substituted in whole**

Resolution Number: **R – 2014.02.12 – 014**

Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

WHEREAS: The City Council of the City of Dover has adopted the provisions of RSA 162-K, Local Option for Tax Increment Financing District, as per Resolution R-2010.09.08-123, passed by City Council, October, 10, 2012; and

WHEREAS: The Planning Board of the City of Dover adopted the Master Plan Visioning Chapter on August 28, 2012 which specifically identifies the need for downtown parking as important to the continued vitality and attractiveness of the downtown area; and

WHEREAS: The City of Dover's 2007 Master Plan's Land Use Chapter recommends the designation of "areas as Business Investment Districts to improve infrastructure and streetscape by taking advantage of income created by an increased tax assessment"; and

WHEREAS: The City Council of the City of Dover finds that the issuance of general obligation bonds, issued for the purposes as outlined in the Downtown Dover Infrastructure Improvements Development Plan provides a general public use and fulfills a public purpose; and

WHEREAS: The City Council of the City of Dover finds that the financing of public parking spaces in the downtown area and other infrastructure improvements serve a public purpose and are consistent with the City's long-term recognition of the importance and unique nature of the downtown area and its desire to continue the downtown area's vitality, attractiveness, and prosperity.

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

That a municipal economic development and revitalization district is hereby designated as shown on the attached Proposed TIF District Street Plan. The district shall be named the "Downtown Dover Tax Increment Financing District," ("the District") and parcels included are documented on the attached Proposed TIFD Tax Map Parcels.

That the attached Downtown Dover Tax Increment Financing District Development Program ("the Program") is hereby adopted in its entirety by the City Council of the City of Dover and that the District and the Program, as proposed, meet the requirements of RSA 162-K.

That the attached Downtown Dover Tax Increment Financing Plan ("the Plan") is hereby adopted for use in accordance with said Program in the District, consistent with the requirements of RSA 162-K.

That in accordance with the provisions of RSA 162-K:5 and consistent with the attached Downtown Dover TIF Limitations, the City Council hereby resolves that the total





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

**To be substituted in whole**

Resolution Number: **R – 2014.02.12 – 014**  
Resolution Re: **Establishing the Downtown Dover Tax Increment Finance District**

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor, Anthony McManus, At Large		
Total Votes:		
Resolution does   does not pass.		

### RESOLUTION BACKGROUND MATERIAL:

See attached: Street Plan, Tax Map Parcels, Downtown Dover Tax Increment Financing District Development Program, Downtown Dover Tax Increment Financing Plan, Downtown Dover TIF Limitations, and Downtown Dover TIF Administration Plan.



# Downtown Dover TIF District Development Program

The following Development program will guide development that occurs within the Downtown Dover Tax Increment Finance District (TIFD) as per RSA 162-K:6.

The City’s initial activities in developing the Downtown TIF District will include the construction of a parking facility. It may include public infrastructure development, marketing and promotion of the District, negotiation of development agreements, and the sale of property for commercial and infill development.

**Property Disposition & Reuse of Private Property**

The City may convey all or a portion of public parking lots located within the TIFD to private developers under the terms of specific development agreements designed to promote the objectives of the Development Program. The terms of purchase and sale agreements or development agreements pertaining to properties transferred by the City must be approved by the City Council. Although not anticipated, should the City need to acquire private property within the TIFD, it shall be accomplished only with approval of the City Council as required by law. Any property so acquired will be reused for public purposes.

**Public Facilities to be constructed**

The initial public facilities to be constructed include a 339 space parking facility which includes 290 public parking spaces and 49 spaces for police staff and police vehicles. The facility will be located on an existing surface parking lot within downtown Dover. The additional spaces created will provide much needed parking for various users as well as attract investors to the downtown area. Infrastructure improvements, associated with this facility, may include street lighting, traffic control devices, water, wastewater, storm drainage and road systems anticipated for the completion of the parking facility.

Following the capital investment in a parking facility, future public infrastructure within the TIFD, as outlined in the City’s Capital Improvement’s Program and subject to final approval by the City Council, may include the following elements, which center on improvements necessary to encourage positive economic development within Dover’s urban core:

- Relocating existing private utility transmission lines underground;
- Expansion or replacement of public utility infrastructure;
- Improvements to public streetscape and lighting, seasonal and permanent;
- Upgrading existing portions of sidewalk and road way infrastructure;
- Establishment of public open space including public parks and pathways;
- Maintenance and administrative costs.

In addition to the guidelines already described, the construction of the public facilities will adhere and comply with the following guidelines:

- All relevant rules and regulations related to environmental controls;
- Facilities constructed are anticipated to be operated and maintained by the City of Dover during and following the completion of capital improvements within the TIFD.

**Public Utilities**

The City of Dover operates and maintains municipal water, wastewater and storm water utilities within Dover's downtown.

**Private Utilities**

In addition to the above referenced Public Utilities, natural gas service is provided to Dover's downtown by Unutil, which has a policy of extending service lines at its own cost to provide service to new development sites. Public Service Company of New Hampshire (PSNH) is the provider of electric service to all areas of the City of Dover.

The City's land development regulations require new development to place all utilities underground. The Master Plan encourages the City to look at placing existing utilities underground as well. All public facility programs will meet this goal.

**Land Use Regulations**

As established by the City's development practices, public and private property within the TIFD, consistent with the City's Master Plan, shall be developed or redeveloped in accordance with the goals, objectives, and standards set by the following City documents, as amended:

- Zoning ordinance;
- Subdivision of land regulations;
- Site plan review regulations;
- Building and life safety codes;
- All applicable state and federal laws.

**Relocation of persons, businesses or others:**

The City's proposed development of public infrastructure, does not anticipate the displacement of any persons, businesses or others. The area of initial and planned future public infrastructure development is municipal owned property, therefore, no plan for relocation is necessary.

**Powers and authorities:**

In conformity with the Development Program within the district, the City, via the City Council, may invoke the various powers and authorities as set forth in RSA 162-K: 6 III.

**District changes and modifications:**

The area of the TIFD may be amended following the date of the designation, subject to further public hearings and vote of the City Council, in accordance with RSA 162K: 5.

The tax increment financing plan may be modified by the approval of the City Council in accordance with 162-K:9 IV.

# Downtown Dover TIF Financing Plan

New Hampshire’s Revised Statutes Annotated (RSA) govern the State’s wellbeing and authorities granted to local communities. RSA 162-K:9 requires that the City of Dover adopt a Tax Increment Financing Plan (TIFP), prior to establishing a TIF district.

**Objective**

It is the objective of the City of Dover to use the tax increment financing district (TIFD) to help provide downtown parking for various users and support infill and economic development in the downtown by providing public parking facilities and other public infrastructure improvements. In order to assist in that endeavor, it is necessary that the City of Dover fund public improvements to attract private investors to the center of the community. In turn, those private investors and their projects will provide needed taxable assessment, business revenue, and cultural and social activities to the downtown and the community as a whole. With the development of the proposed TIFD, some of the parking requirements of the downtown are met, along with the inclusion of public improvements such as water, wastewater, storm water infrastructure and road systems within the TIFD. Without the creation of the TIFD, long standing parking issues and public infrastructure needs in the downtown will not be resolved, the City will not be the beneficiary of millions of dollars of private investments and the opportunity to benefit from the additional taxable value those private investments generate to fund the aforementioned parking facility and public improvements will be lost.

Additionally, the creation of the TIFD is contemplated by the Master Plan Visioning Chapter adopted by the Planning Board on August 28, 2012 as well as the recommendation from the Land Use Chapter of the Master Plan from 2007 that specifically states the City of Dover should “Designate areas as Business Investment Districts to improve infrastructure and streetscape by taking advantage of income created by an increased tax assessment.” The Master Plan also endorses the justification that parking facility’s be constructed recognizing parking is not just a private sector issue but must be fortified through strong public-private partnership in order for the downtown to prosper.

**Sale of City-Owned Real Estate within the TIF District**

As part of the Development Program the City may convey individual properties to private entities for the purposes of development consistent with the purposes of the TIFD. Net revenues generated from the sale of these parcels shall be used to reimburse the City’s Parking Activity Fund for its prior investments within the TIFD.

The publicly owned properties, or portions thereof, within the TIFD which are anticipated to be conveyed include:

- The Third Street Parking Lot
- The Orchard Street Parking Lot
- The School Street Parking Lot
- The First Street Parking Lot

As part of the sale of public property for redevelopment, the City shall enter into a development agreement with the purchaser. At a minimum a development agreement will document:

- An agreed construction timeline
- A minimum post development value for the property
- Requirements for a payment in lieu of taxes should the assessed value for the project fall below an agreed upon value

In 2013, the City of Dover entered into a similar agreement with First Street at Garrison, LLC for the sale and redevelopment of the First Street parking lot. The agreement calls for the construction of a ten million one hundred thousand dollar (\$10,100,000.00) development, over two phases. Said development includes tax guarantees for both phases of development. This anticipated tax revenue is included in the Revenue Analysis and Assumptions presented for the parking facility.

**Cost of Public Improvements**

As part of the Fiscal Year 2015 Capital Improvement's Program adopted in January 2014, the City Council approved the creation of a downtown parking facility. In conjunction with that vote, the City Council authorized the issuance of General Obligation bonds, pledging the City's full faith and credit in accordance with New Hampshire RSA 33, to finance the parking facility. This facility is anticipated to accommodate approximately 339 spaces, with one (1) below grade level of 49 spaces for use by the Dover Police Department and four (4) above grade decks containing a total of 290 public parking spaces. The cost of the parking facility and related infrastructure improvements will be approximately \$11.5 million. The amount financed will be \$11.5 million.

The infrastructure improvements included in the \$11.5 million project cost encompass street lighting, traffic control devices, water, wastewater, storm water infrastructure and roadway systems. The debt service for the first five (5) years of the facility will be limited to interest-only payments. It is anticipated that these payments will be approximately \$575,000 per year. For the remaining twenty (20) years of the bond, the anticipated payments, including principal and interest, will be approximately \$925,000 per year. For forecasting purposes, the Revenue Analysis and Assumptions for the facility financing utilizes an interest rate of five percent (5%) over the life of the twenty five (25) year bond.

As part of the annual development of the City's Capital Improvement's Program, further public improvements will be analyzed and approved by the City Council in accordance to existing and future financial policies. Said public improvements will be tied to the overall growth and enhancement of downtown Dover and should contribute to the economic viability and health of the City. Improvements to be funded by the TIFD will be within the parameters of revenue generated by the district. While there is no bonding beyond the facility financing anticipated at this time for further public improvements within the TIFD, financing for such improvements, whether through future bond issuances or other sources of financing funded by TIFD revenues, will be scheduled as increment becomes available, and as the City Council approves.

**Revenue Potential from Captured Assessed Valuation in District**

A Revenue Analysis and Assumptions is attached that demonstrates how the plan would finance a 339 space parking facility. As described above, the project will be financed with a twenty-five (25) year general obligation bond backed by the full faith and credit of the City. The repayment of the bond will include five (5) years of interest only payments and twenty (20) years of principal and interest payments to fully amortize the debt. The debt is structured with interest only being paid for the first five (5) years, to allow for a period of development to occur to create the incremental revenue needed to finance the ongoing principal and interest payments. As reflected in the attached Revenue Analysis and Assumptions, it is anticipated that the cost to repay the debt along with ongoing administration, maintenance and capital improvement costs will be satisfied each year from a combination of sources including new tax increment derived from new captured assessed value within the TIFD, parking revenues, and the sale of City-owned parcels.

The computation of the Captured Assessed Valuation in the TIFD shall be done in accordance with the Administrative Plan.

**Annual TIF District Revenues**

TIF revenues will be generated by property taxes levied on the incremental assessed valuation within the District after the date of its creation. Long term projections of infill development build-out within the TIFD indicate the following annual tax revenue potential generated by one hundred percent (100%) retention of captured assessed value.

Tax Year Ending	Annual Tax Revenue Potential From Incremental Assessed Valuation
2020	\$729,822
2025	\$909,168
2030	\$1,035,596
2035	\$1,234,926
2039	\$1,374,581

The above revenue estimates rely on assumptions that include development commitments, such as the First Street parking lot redevelopment, the proposed infill development plan for the Orchard Street, School Street, and Third Street parking lots, and an assumed annual pace of growth in assessed value ranging from one percent (1%) to two percent (2%) growth in annual assessments due to market forces for the initial seven years. After year 7 the assumed percentage of growth is estimated at a value of one percent (1%). Various factors, including the actual pace and character of new development within the TIFD, actual valuations assigned to TIF properties, and property tax rate may alter the captured assessed valuation. Furthermore, the assumptions utilize a fixed tax rate of twenty five dollars and ninety-seven cents (\$25.97) over the life of the Revenue Analysis and Assumptions. Actual increments shall be calculated based upon the adopted tax rate, as certified by the New Hampshire Department of Revenue Administration.

Revenue projected from the Parking Activity Fund assumes a combination of projected increase in activity and/or meter rate increases in future years. Assuming no increase in activity, the Revenue Analysis and Assumptions reflect a meter rate increase of \$0.25 per hour in 2017 and again each five (5) year period thereafter. The need for a rate increase and its implementation will occur as part of the adoption of the municipal budget by the City Council. Through the budget adoption process, the City Council may review other elements of the parking fee structure (permit rates etc.), as well.

Although, the assumptions above do not anticipate the use of grant funding, or the allocation of unexpended bond proceeds to offset development program costs within the TIFD, should grant funding or unexpended bond proceeds become available, the City Council may allocate them to offset development program costs within the TIFD. The Revenue Analysis and Assumptions includes conservative estimates on the sale price of public land, and does not reflect any anticipated redevelopment of specific private property in the TIFD which would generate increased tax incremental revenue. As future development agreements are negotiated as part of the sale of public land, specific tax revenue expectations will be built into the agreement allowing for redevelopment of the property.

**Annual Allocation of Captured Value**

Where annual tax increment revenues from the TIFD, together with unexpended balances of such revenues from prior years exceed the amount necessary for annual debt service payments, such revenues will accumulate within a capital reserve to be used to retire bond debt incurred for public improvements within the TIFD. Through the

annual adoption of the Capital Improvements Program and the adoption of the annual municipal budget, the City Council may also authorize their use for future public improvements, secured by developer agreements.

Subject to current and future debt obligations being satisfied, the balance of any unobligated tax increment revenues may be allocated for the operation, maintenance replacement and/or upgrades of public infrastructure within the TIFD or returned in whole or part to the General Fund following a vote of the City Council and adoption of the annual municipal budget.

**Impact of RSA 162-K TIF District on Related Taxing Jurisdictions**

In accordance with RSA 162-K:10, all property tax revenues generated by the baseline assessed value (base value) of the TIFD will continue to accrue to the City's general fund.

In accordance with RSA 162-K:9, Strafford County and Dover School Board were notified of the potential establishment of the TIFD and provided an opportunity to meet with the City Council, the governing body of the City of Dover, so they also can be informed of the TIF plan and proposed district prior to adoption. They were also allowed to contribute comments during the public hearing on the establishment of the proposed TIFD.

**Operation and Maintenance**

The City will be responsible for the operation and maintenance of all public facilities, including the parking facility. As recommended by Walker Parking Consultants, the projected annual expense of the parking facility for maintenance and operating expenses will be approximately \$110,000 per year. The funding of maintenance and operating expenses for the parking facility will be provided for with adoption of the Parking Activity Budget as part of the annual municipal budget adopted by the City Council.

**Duration**

The Downtown Tax Increment Financing District will expire at the conclusion of the bond repayment schedule associated with the planned public improvements within the TIFD which currently consists of the parking facility and related infrastructure improvements. This bond repayment is anticipated to be complete in no more than twenty-five (25) years. Upon expiration of the TIFD, all incremental valuation that has been created within the TIFD becomes available as new property tax revenues for the City's general fund.

# Downtown Dover TIF Limitations

Dover’s Tax Increment Financing District must meet certain guidelines and restrictions in its formation, and utilization. In accordance with RSA 162-K:5, the Dover City Council understands that any individual Tax Increment Financing District (TIFD) must demonstrate that the taxable valuation must not be more than eight percent (8%) of the City’s taxable value. Furthermore, the land area within the TIFD encompass no more than five percent (5%) of the City’s land area.

Dover’s Downtown TIF District is proposed to meet the following guidelines:

	<i>Taxable Valuation</i>	<i>Land Area in Acres</i>
City Total 2013	\$2,697,318,050	18,857
Maximum Allowable - Individual TIF District <i>(8% of Taxable Value; 5% of Acreage)</i>	\$215,785,444	942.85
Downtown Dover TIF Baseline <i>As Percent of City Total</i>	\$87,519,500 3.24%	58.624 .31%
Maximum Cumulative TIFs Allowable <i>(16% of Taxable Value; 10% of Acreage)</i>	\$431,570,888	1,885.70
Downtown Dover TIF	\$11,500,000	58.624
Total Cumulative District Values 2013 <i>As Percent of City Total</i>	\$11,500,000 .43%	58.624 .31%

This proposed plan has a total valuation that is just over three percent (3%), thus below the mandated eight percent (8%) of the City’s taxable value. The proposed land area of 58 acres, is less than one percent (1%) of the City’s land area, thus the TIFD conforms to the requirement not be more than five percent (5%).

The statute also limits the cumulative land area and taxable valuation within all TIF districts of a municipality to sixteen percent (16%) of assessed valuation and ten percent (10%) of total land area. Dover has no other existing TIF districts, thus the proposed point forty three percent (.43%) and sub one percent (.31%) allotments meet this cumulative requirement.

# Downtown Dover TIF Administration Plan

Proper administration of the Tax Increment Financing District (TIFD) is of paramount importance. Strict adherence to the Development and Financing Plan as well as proper fiscal controls, and oversight of the use of a TIF to promote economic activity must be consistent and constant. In accordance with RSA 162-K, the following administrative processes shall govern the TIFD.

**Administrator**

By designation of the City Council, and consistent with the responsibilities for municipal administration established by the Dover City Charter, the Administrator of the Downtown Dover TIF District shall be the City Manager, who shall be granted the powers and duties outlined in 162-K:13, subject to approvals required by the City Council. Additionally, the Administrator shall make an annual financial report to the City Council, as per RSA 162-K:11.

**Advisory Board**

In accordance with RSA 162-K:14, , the Dover City Council creates an Advisory Board for the TIFD, which shall have operating rules in conformance with Chapter 5 of the City of Dover Code. The Advisory Board shall consist of seven (7) voting members including: one (1) City Councilor; two (2) Citizen Representatives, who do not own or occupy real property within or adjacent to the TIFD; and four (4) Citizen Representatives who are property owners or occupants of real property within or adjacent to the TIFD, one (1) of whom shall be recommended by the Greater Dover Chamber of Commerce, and one (1) of whom shall be recommended by Dover Main Street. The City Manager (or designee) shall be an ex-officio non-voting member. The Advisory Board shall be known as the “Downtown Dover TIF Advisory Board.”

The Board shall operate under the provisions of 162-K:14 which governs the powers and authority of the Advisory Board. The purpose of the Advisory Board shall be to advise the City Council and District Administrator on the recommended policies and actions for the administration and operation of the District, and to advise the City Council and District Administrator regarding the planning, construction and implementation of the Development Program and the operation and maintenance of the District after the program is completed.

The Advisory Board shall meet either as determined by the chair of the Board or request by the Mayor or the City Manager to examine operation and maintenance of the TIFD. The Advisory Board shall provide quarterly reports to the City Council.

The Advisory Board shall have 30 days to appeal any decision of the district administrator to the City Council for review and appropriate action.

**Amendments**

Amendments to the boundaries of the TIFD, the Development Program or Financing Plan shall be undertaken in accordance with the public hearing process set forth within RSA 162-K:4, including its requirements for reasonable notification to the Dover School District and Strafford County Commissioners, in accordance with RSA 162-K:9.

**Duration of Program**

The Downtown Tax Increment Financing District will expire at the conclusion of the bond repayment schedule associated with public improvements made within the TIFD including that associated with the parking facility structure and related improvements which is anticipated to be twenty-five (25) years.

**Computation of tax increments:**

Upon formation of a development district, the Dover Tax Assessor shall determine the current assessed value of the real property within the District in conformity with RSA 162-K:10. The current assessed value shall be known as the “Original Assessed Value.” Each year thereafter, the Assessor(s) shall determine the amount by which the assessed value has increased or decreased from the Original Assessed Value. Any amount by which the current assessed value of the district exceeds the original assessed value will be referred to as the “Captured Assessed Value.” This amount will be determined annually.

**Captured assessed value dedication:**

The City of Dover shall expend the tax increments received in accordance with the tax increment financing plan. Tax increments shall be used only to pay the costs (including debt service) and administrative expenses incurred in developing and maintaining the public facilities and infrastructure to be constructed within the TIFD.

## City of Dover

### Existing Conditions in Proposed TIF District - Estimate of Original Assessed Valuation

March 2014

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	TY2013		
								Land Value	Building Value	Total Baseline Assessment
02002-000000	CITY OF DOVER	17	ST THOMAS ST	CBD	903	E	0.100	0	0	0
02003-000000	CITY OF DOVER	33	LOCUST ST	CBD	903	E	0.200	0	0	0
02004-000000	104 WASHINGTON ST INC	9	LOCUST ST	CBD	337	C	0.200	168,300	0	168,300
02005-000000	104 WASHINGTON ST INC	102	WASHINGTON ST	CBD	340	C	0.060	173,900	384,000	557,900
02006-000000	ROBBINS SIDNEY FAMILY TRUST	108	WASHINGTON ST	CBD	307	C	0.055	164,100	123,500	287,600
02006-A00000	ROBBINS SIDNEY FAMILY TRUST	114	WASHINGTON ST	CBD	307	C	0.020	95,900	45,800	141,700
02007-000000	ROBBINS SIDNEY FAMILY TRUST	124	WASHINGTON ST	CBD	307	C	0.380	173,400	476,400	649,800
02008-000000	ROBBINS SIDNEY FAMILY TRUST	26	WALNUT ST	CBD	337	C	0.024	48,000	0	48,000
02008-A00000	ROBBINS SIDNEY FAMILY TRUST	28	WALNUT ST	CBD	337	C	0.107	126,600	6,900	133,500
02009-000000	ROBBINS SIDNEY FAMILY TRUST	32	WALNUT ST	CBD	337	C	0.137	127,300	8,800	136,100
02011-000000	TRI COUNTY REALTY INC	300	CENTRAL AV	CBD	322	C	0.200	198,000	506,200	704,200
02012-000000	TRI COUNTY REALTY INC	314	CENTRAL AV	CBD	322	C	0.090	194,200	453,400	647,600
02013-000000	CITY OF DOVER	320	CENTRAL AV	CBD	903	E	0.120	0	0	0
02014-000000	90 TEMPLE ASSOCIATES LIM PART	90	WASHINGTON ST	CBD	306	C	0.209	181,000	1,694,900	1,875,900
02015-000000	CITY OF DOVER	18	LOCUST ST	CBD	903	E	0.050	0	0	0
02016-000000	TRI COUNTY REALTY INC	32	LOCUST ST	CBD	337	C	0.070	101,800	7,100	108,900
02017-000000	TRI COUNTY REALTY INC	38	LOCUST ST	CBD	337	C	0.030	100,800	8,800	109,600
02019-000000	TRI COUNTY REALTY INC	333	CENTRAL AV	CBD	340	C	1.046	232,800	1,273,900	1,506,700
02020-000000	TRI COUNTY REALTY INC	297	CENTRAL AV	CBD	303	C	0.070	154,900	194,900	349,800
02021-000000	TRI COUNTY REALTY INC	295	CENTRAL AV	CBD	111	A	0.060	113,800	34,400	148,200
02022-000000	VSH REALTY INC	291	CENTRAL AV	CBD	340	C	0.248	199,600	186,600	386,200
02035-000000	STRAFFORD NATL BANK	353	CENTRAL AV	CBD	341	C	0.540	242,500	1,589,000	1,831,500
02035-A00000	BANK OF NEW HAMPSHIRE	375	CENTRAL AV	CBD*	341	C	0.590	211,100	142,600	353,700
02036-000000	COCHECO FALLS DAM	2	CENTRAL AV	CBD	502	U2	0.080	92,500	356,800	449,300
02037-000000	COCHECO MILLS HOLDINGS LLC	51	WASHINGTON ST	CBD	13	C	0.220	198,600	6,721,600	6,920,200
02037-A00000	COCHECO MILLS HOLDINGS LLC	0	MAIN ST	CBD	390	C	1.740	376,800	40,800	417,600
02038-000000	HOLGATE LIMITED PARTNERSHIP	93	WASHINGTON ST	CBD	303	C	0.030	151,900	282,100	434,000
02040-000000	SARNIA PROPERTIES INC	83	WASHINGTON ST	CBD	340	C	0.170	197,000	1,624,600	1,821,600
02040-A00000	MTI	85	WASHINGTON ST	CBD	340	C	0.100	168,800	563,600	732,400
02041-000000	SARNIA PROPERTIES INC	350	CENTRAL AV	CBD	337	C	0.200	99,000	8,400	107,400
02044-000000	KOZ PROPERTIES LLC	1	ORCHARD ST	CBD	326	C	0.085	143,400	351,000	494,400
02050-000000	388 CENTRAL AVENUE CONDOS	388	CENTRAL AV	CBD	911	C	0.118	0	0	0
02050-000001	BENT SEAN	388	CENTRAL AV	CBD	102	R	0	70,000	106,000	176,000
02050-000002	KELLY DAVID F &	388	CENTRAL AV	CBD	102	R	0	70,000	106,300	176,300
02050-000003	LABONTE ROBERT M &	388	CENTRAL AV	CBD	102	R	0	70,000	111,500	181,500
02050-000004	SMESTAD STEVEN A	388	CENTRAL AV	CBD	102	R	0.000	70,000	109,300	179,300
02050-000005	WILLIAMS EDWARD	388	CENTRAL AV	CBD	102	R	0	70,000	100,200	170,200
02050-000006	PROULX LOUISE M	388	CENTRAL AV	CBD	102	R	0	70,000	91,500	161,500
02050-000007	MACALEESE JANINE	388	CENTRAL AV	CBD	102	R	0	70,000	89,200	159,200
02050-000008	HAGAN LINDA	388	CENTRAL AV	CBD	396	C	0	65,000	61,600	126,600

## City of Dover

### Existing Conditions in Proposed TIF District - Estimate of Original Assessed Valuation

March 2014

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	TY2013		
								Land Value	Building Value	Total Baseline Assessment
02050-000009	HAGAN LINDA	388	CENTRAL AV	CBD	396	C	0	75,000	62,700	137,700
02050-000010	394 CENTRAL AVENUE LLC	388	CENTRAL AV	CBD	396	C	0	93,900	101,100	195,000
02051-000000	GEORGAKILAS PETER & PAULA TRUSTEES	2	WALDRON CT	CBD	111	A	0.120	114,800	292,200	407,000
02052-000000	INNATE LLC	1	WALDRON CT	CBD	340	C	0.130	166,300	268,000	434,300
02053-000000	ONE TWENTY FIVE WASHINGTON ST	125	WASHINGTON ST	CBD	340	C	0.740	216,200	1,126,100	1,342,300
02054-000000	COCHECO PARK PRESERVATION ASSOCIATES	40	CHESTNUT ST	CBD	112	A	0.740	324,300	3,926,200	4,250,500
02075-000000	COCHECO RIVER BLOCK CONDOMINIUMS	400	CENTRAL AV	CBD	911	C	0.039	0	0	0
02075-A00000	SEER PROPERTIES LLC	400	CENTRAL AV	CBD	396	C	0	55,000	209,400	264,400
02075-B00000	KARELITZ PROPERTIES LLC	400	CENTRAL AV	CBD	396	C	0	45,000	148,400	193,400
02075-C00000	KARELITZ ROBERT S REVOCABLE TRUST	400	CENTRAL AV	CBD	396	C	0.000	45,000	148,400	193,400
02078-000000	HOLGATE LIMITED PARTNERSHIP	386	CENTRAL AV	CBD	303	C	0.080	157,300	380,400	537,700
02079-000000	GUILLEMETTE RAYMOND N 2005 TRUST	378	CENTRAL AV	CBD	303	C	0.030	151,900	177,200	329,100
02080-000000	GUILLEMETTE RAYMOND N 2005 TRUST	376	CENTRAL AV	CBD	303	C	0.050	154,100	113,300	267,400
02081-000000	364 CENTRAL AVENUE ASSOCIATES LLC	364	CENTRAL AV	CBD	303	C	0.179	197,400	1,187,500	1,384,900
02083-000000	CITY OF DOVER	0	ORCHARD ST	CBD	903	E	3.609	0	0	0
03001-000000	KRANS ALLAN B	29	MAIN ST	CBD	340	C	0.030	124,900	173,600	298,500
03001-A00000	KRANS ALLAN B	33	MAIN ST	CBD	340	C	0.070	125,800	121,300	247,100
03002-000000	GENTILE LISA TRUSTEE	0	PORTLAND AV	CBD	340	C	0.060	125,600	138,800	264,400
03014-000000	GRAY JOHN W REVOCABLE TRUST	3	SCHOOL ST	CBD	101	R	0.025	65,000	51,300	116,300
03015-000000	GRAY JOHN W REVOCABLE TRUST	55	MAIN ST	CBD	303	C	0.050	110,000	147,900	257,900
03016-000000	COCHECO MILLS HOLDINGS LLC	51	MAIN ST	CBD	337	C	0.180	157,800	6,300	164,100
03019-000000	CARDILLO CASSANDRA M &	39	MAIN ST	CBD	13	R	0.197	112,800	145,100	257,900
03022-000000	KRANS ALLAN B	35	MAIN ST	CBD	337	C	0.066	58,000	3,700	61,700
03022-A00000	KRANS ALLAN B	0	MAIN ST	CBD	337	C	0.060	58,000	3,700	61,700
03023-000000	65 MAIN ST LLC	6	SCHOOL ST	CBD	340	C	0.260	200,000	432,300	632,300
03023-001000	CITY OF DOVER	0	MAIN ST	CBD	903	E	0.060	0	0	0
03025-000000	CITY OF DOVER	8	SCHOOL ST	CBD	903	E	0.160	0	0	0
03026-000000	CITY OF DOVER	0	SCHOOL ST	CBD	903	E	0.220	0	0	0
03027-000000	CITY OF DOVER	2	MECHANIC ST	CBD	903	E	0.220	0	0	0
03031-000000	BIG J REALTY INC	77	MAIN ST	CBD	322	C	1.670	338,100	881,100	1,219,200
03042-000000	FIELD AND FOSTER INC	459	CENTRAL AV	CBD	302	C	0.320	215,000	1,058,600	1,273,600
03044-000000	8 CHAPEL STREET LLC	8	CHAPEL ST	CBD	111	A	0.130	82,400	226,000	308,400
03045-000000	COCHECO MILLS HOLDINGS LLC	10	CHAPEL ST	CBD	337	C	0.200	148,500	10,300	158,800
03055-000000	CITY OF DOVER	13	BROADWAY	CBD	903	E	0.120	0	0	0
03056-000000	CITY OF DOVER	9	BROADWAY	CBD	903	E	0.120	0	0	0
03057-000000	7 BROADWAY LLC	7	BROADWAY	CBD	303	C	0.070	116,100	51,600	167,700
03058-059000	SULLIVAN JOHN W	3	BROADWAY	CBD	303	C	0.080	174,500	126,100	300,600
03060-000000	SOJOURN PROPERTY MANAGEMENT LLC	495	CENTRAL AV	CBD	322	C	0.180	177,800	519,300	697,100
03061-000000	GIRI DOVER LLC	481	CENTRAL AV	CBD	302	C	0.820	218,900	947,900	1,166,800
03061-A00000	SOJOURN PROPERTY MANAGEMENT LLC	487	CENTRAL AV	CBD	326	C	0.030	192,200	150,600	342,800

## City of Dover

### Existing Conditions in Proposed TIF District - Estimate of Original Assessed Valuation

March 2014

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	TY2013		Total Baseline Assessment
								Land Value	Building Value	
03062-000000	PHOFOLOS FAMILY REVOCABLE TRUST OF 2001	475	CENTRAL AV	CBD	326	C	0.070	156,200	242,600	398,800
03063-000000	COCHECO MILLS HOLDINGS LLC	100	MAIN ST	CBD	390	C	1.380	376,000	10,300	386,300
03063-A00000	PICKER HOUSE LLC	42	MAIN ST	CBD	112	A	0.550	227,500	1,272,700	1,500,200
03063-B00000	COCHECO MILLS HOLDINGS LLC	43	WASHINGTON ST	CBD	390	C	0.540	194,000	25,700	219,700
03064-000000	PILLAR INVESTMENT CORP	451	CENTRAL AV	CBD*	322	C	0.370	183,300	1,083,200	1,266,500
03066-000000	COCHECO MILLS HOLDINGS LLC	427	CENTRAL AV	CBD	391	C	0.220	69,500	0	69,500
03067-000000	421 CENTRAL AVENUE LLC	421	CENTRAL AV	CBD	326	C	0.230	156,600	581,600	738,200
04001-000000	DOVER DRUG	505	CENTRAL AV	CBD	303	C	0.074	193,700	488,700	682,400
04002-000000	RANDALL CLAYTON F LIVING REVOCABLE TRUST	4	BROADWAY	CBD	322	C	0.110	175,400	188,000	363,400
04003-000000	RANDALL CLAYTON F LIVING REVOCABLE TRUST	12	BROADWAY	CBD	337	C	0.350	162,400	16,200	178,600
04005-000000	TRINKET REALTY LLC	14	BROADWAY	CBD	401	I	0.447	166,800	31,400	198,200
04017-000000	DANVIN COURT ONE LLC &	525	CENTRAL AV	CBD	335	C	0.290	200,700	303,100	503,800
04019-000000	PAPAIOANNOU ATHANASIOS &	519	CENTRAL AV	CBD	326	C	0.130	195,600	171,900	367,500
04020-000000	PAPAIONNOU SOTIRIOS & ALEXANDRA &	511	CENTRAL AV	CBD	303	C	0.230	203,800	363,200	567,000
04021-000000	SEACOAST SAVING BANK	0	CENTRAL AV	CBD	337	C	0.212	50,400	10,300	60,700
04022-000000	JALBERT MARGARET L &	2	PIERCE ST	CBD	303	C	0.110	111,100	293,300	404,400
04029-000000	CHITTENDEN CORPORATION	543	CENTRAL AV	CBD	340	C	0.146	144,900	898,700	1,043,600
04030-000000	CHITTENDEN CORPORATION	537	CENTRAL AV	CBD	341	C	1.430	308,800	689,800	998,600
05001-000000	FULL CIRCLE CONDOMINIUMS C/O MOUZOURAKIS	12	CHESTNUT ST	CBD	911	E	0.352	0	0	0
05001-000012	KING OF THE MOUNTAIN PROPERTIES LLC	12	CHESTNUT ST	CBD	329	C	0	125,000	102,800	227,800
05001-000014	MOUZOURAKIS ANTHI R TRUSTEE	14	CHESTNUT ST	CBD	329	C	0	125,000	105,100	230,100
05001-000016	MOUZOURAKIS ANTHI E TRUSTEE	16	CHESTNUT ST	CBD	329	C	0	125,000	108,500	233,500
05003-000000	21 FOURTH STREET LLC	11	FOURTH ST	CBD	322	C	0.698	204,100	1,158,500	1,362,600
05004-000000	MANTOS PETER W &	9	FOURTH ST	CBD	303	C	0.050	91,600	86,000	177,600
05005-000000	CONROY MARY L & STAPLES K & LAJOIE L	526	CENTRAL AV	CBD	326	C	0.210	201,300	210,500	411,800
05007-000000	GOSSELLS BONNIE & BLICHER E CO-TRUSTEES	530	CENTRAL AV	CBD	325	C	0.340	217,500	164,900	382,400
05011-000000	FIVE POINTS DEVELOPMENT LLC	538	CENTRAL AV	CBD	303	C	0.254	175,700	1,100,200	1,275,900
05012-000000	FISCHER WALTER TRUSTEE	540	CENTRAL AV	CBD	303	C	0.120	175,700	244,100	419,800
05012-A00000	FISCHER WALTER TRUSTEE	4	SIXTH ST	CBD	104	R	0.067	104,200	69,500	173,700
05013-000000	SHEEHAN DANIEL H	6	SIXTH ST	CBD	105	R	0.109	111,100	98,400	209,500
05014-000000	FOURNIER DEAN A TRUSTEE	10	SIXTH ST	CBD	104	R	0.116	129,800	99,100	228,900
05015-000000	AVALON INVESTMENT INC	9	FIFTH ST	CBD	121	A	0.330	83,300	189,000	272,300
06001-000000	FISCHER BRIAN &	432	CENTRAL AV	CBD	322	C	0.280	168,000	362,900	530,900
06003-000000	CITY OF DOVER	6	FIRST ST	CBD	903	E	1.355	0	0	0
06009-000000	FIRCH LLC	24	CHESTNUT ST	CBD	340	C	0.461	152,800	288,700	441,500
06010-000000	HOLGATE LIMITED PARTNERSHIP	22	CHESTNUT ST	CBD	303	C	0.100	175,100	168,300	343,400
06010-A00000	HOLGATE LIMITED PARTNERSHIP	37	FIRST ST	CBD	111	A	0.100	81,800	498,800	580,600
06011-000000	LONG STEPHANIE N	35	FIRST ST	CBD	101	R	0.057	71,500	89,400	160,900
06012-000000	MURPHY BRIAN J	31	FIRST ST	CBD	111	A	0.150	82,800	236,100	318,900
06014-000000	DICKEY NATHAN TRUSTEE	27	FIRST ST	CBD	111	A	0.070	81,200	234,100	315,300

## City of Dover

### Existing Conditions in Proposed TIF District - Estimate of Original Assessed Valuation

March 2014

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	TY2013	TY2013	Total Baseline
								Land Value	Building Value	Assessment
06015-000000	KAB REALTY MANAGEMENT LLC	23	FIRST ST	CBD	111	A	0.100	81,800	324,300	406,100
06016-000000	CONNORS COLLEEN F &	21	FIRST ST	CBD	101	R	0.054	79,500	77,200	156,700
06017-000000	HOLGATE LIMITED PARTNERSHIP	19	FIRST ST	CBD	111	A	0.110	82,000	394,500	476,500
06018-000000	WHITE DOVE PROPERTIES LLC	17	FIRST ST	CBD	111	A	0.100	81,800	393,100	474,900
06019-000000	FORTIER MARY M	13	FIRST ST	CBD	104	R	0.117	195,200	200,200	395,400
06020-000000	KOUTRELAKOS HELEN	1	FIRST ST	CBD	340	C	0.529	209,100	482,500	691,600
06021-001000	BUILD UPON LLC	436	CENTRAL AV	CBD	326	C	0.090	158,300	305,600	463,900
06021-002000	MARKER 21 HOLDINGS LLC	442	CENTRAL AV	CBD	322	C	0.090	158,300	173,300	331,600
06021-003000	CARTELLI'S LLC	446	CENTRAL AV	CBD	303	C	0.100	159,400	320,900	480,300
06021-A00000	HENRY PETER T &	450	CENTRAL AV	CBD	340	C	0.090	158,300	504,300	662,600
06022-000000	WEST CONCORD INVESTMENTS LLC	14	SECOND ST	CBD	111	A	0.098	81,800	331,000	412,800
06024-000000	CAMIRE DAVID R &	18	SECOND ST	CBD	111	A	0.110	82,000	213,300	295,300
06025-000000	CAMIRE DAVID R &	22	SECOND ST	CBD	104	R	0.079	79,800	146,800	226,600
06026-000000	FIELD JEAN	24	SECOND ST	CBD	104	R	0.217	77,600	147,400	225,000
06027-000000	NGUYEN HOA K	28	SECOND ST	CBD	111	A	0.080	81,400	266,700	348,100
06028-000000	SCHREUER RICHARD &	32	SECOND ST	CBD	111	A	0.080	81,400	267,400	348,800
06029-000000	HOLGATE LIMITED PARTNERSHIP	36	SECOND ST	CBD	337	C	0.160	127,800	9,900	137,700
06030-000000	ROSE SANDRA C	35	SECOND ST	CBD	101	R	0.200	119,100	160,400	279,500
06031-000000	SECOND STREET DOVER LLC	29	SECOND ST	CBD	111	A	0.200	83,800	299,700	383,500
06032-000000	WONG MO	42	THIRD ST	CBD	326	C	0.360	203,400	12,600	216,000
06033-000000	ROSS FURNITURE COMPANY INC	23	SECOND ST	CBD	307	C	0.200	99,000	12,200	111,200
06034-000000	WOODS PHYLLIS L TRUSTEE	17	SECOND ST	CBD	31	C	0.220	129,100	300,700	429,800
06035-000000	TEACH A MAN TO FISH INC	11	SECOND ST	CBD	111	A	0.140	195,900	354,500	550,400
06035-A00000	BAMFORD INVESTMENT CO LLC	0	SECOND ST	CBD	337	C	0.100	97,300	0	97,300
06036-000000	BAMFORD INVESTMENT CO LLC	456	CENTRAL AV	CBD	322	C	0.520	208,800	2,478,900	2,687,700
06036-A00000	BAMFORD INVESTMENT CO LLC	4	THIRD ST	CBD	377	C	0.187	98,800	0	98,800
06037-000000	ANBELWOLD LLC	18	THIRD ST	CBD	364	C	0.210	178,500	421,000	599,500
06038-000000	ROSS FURNITURE COMPANY INC	22	THIRD ST	CBD	337	C	0.130	97,800	0	97,800
06039-000000	ROSS FURNITURE COMPANY INC	30	THIRD ST	CBD	322	C	0.160	177,000	529,500	706,500
06040-000000	WONG JOHN	44	THIRD ST	CBD	303	C	0.140	195,900	1,110,500	1,306,400
06043-000000	VARNEY LINDA S	52	THIRD ST	CBD	322	C	0.150	196,300	138,200	334,500
06044-000000	VARNEY JAMES & LINDA TRUSTEES	60	THIRD ST	CBD	322	C	0.210	198,300	232,500	430,800
06046-000000	BAMFORD DAVID K	488	CENTRAL AV	CBD	303	C	0.696	262,000	1,172,200	1,434,200
06054-000000	BOSTON & MAINE RR	0	THIRD ST	CBD	900	E	0.410	0	0	0
06054-A00000	CITY OF DOVER	0	THIRD ST	CBD	903	E	0.750	0	0	0
06054-B00000	FORTIN GAIL A	20	CHESTNUT ST	CBD	326	C	0.040	71,200	58,300	129,500
06054-C00000	CITY OF DOVER	0	CHESTNUT ST	CBD	903	E	0.552	0	0	0
06054-D00000	COLWELL-ELLIS DARLENE TRUSTEE	10	FOURTH ST	CBD	322	C	0.110	175,400	126,200	301,600
06054-E00000	CARRIER IRENE R TRUSTEE	4	FOURTH ST	CBD	340	C	0.160	157,300	119,900	277,200
23007-000000	MELITUS JAMES & KATHLEEN L &	3	PORTLAND AV	CBD	105	R	0.255	75,500	118,000	193,500

**City of Dover**

**Existing Conditions in Proposed TIF District - Estimate of Original Assessed Valuation**

March 2014

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	TY2013	TY2013	Total Baseline	
								Land Value	Building Value	Assessment	
23008-000000	TRAVIS ERIK M &	10	YOUNG ST	CBD	132	R	0.020	7,300	0	7,300	
23009-000000	TRAVIS ERIK M &	12	YOUNG ST	CBD	105	R	0.189	70,900	161,800	232,700	
23010-000000	ALLIS JOSEPH	17	YOUNG ST	CBD	337	C	0.360	129,900	6,400	136,300	
23011-000000	ALLIS GLORIA L & JOSEPH	1	MAIN ST	CBD	307	C	1.534	315,100	707,600	1,022,700	
23014-000000	WASHINGTON STREET MILL LLC	1	WASHINGTON ST	CBD	402	I	3.350	529,200	4,671,800	5,201,000	
31004-000000	BOSTON & MAINE RR %GUILFORD TRANS	35	CHESTNUT ST	CBD	900	E	2.750	0	0	0	
31004-B00000	COCHECO MILLS HOLDINGS LLC	33	CHESTNUT ST	CBD	337	C	4.600	218,200	182,500	400,700	
31005-000000	HARLECH LLC	47	CHESTNUT ST	CBD	322	C	3.660	292,200	1,106,900	1,399,100	
31006-000000	LOYAL ORDER OF MOOSE #443	45	CHESTNUT ST	CBD	353	C	0.830	64,800	126,800	191,600	
31007-000000	SOJOURN PROPERTY MANAGEMENT LLC	66	THIRD ST	CBD	307	C	0.680	158,300	998,900	1,157,200	
31008-000000	SOJOURN PROPERTY MANAGEMENT LLC	78	THIRD ST	CBD	337	C	0.090	107,700	0	107,700	
31008-A00000	POLYCHRONIS BLANCHE H 2001 TRUST	80	THIRD ST	CBD	101	R	0.090	80,000	97,300	177,300	
31009-000000	GRASS ARTHUR	82	THIRD ST	CBD	104	R	0.067	79,600	119,400	199,000	
31010-000000	ERNEST 39 HOLDING LLC	86	THIRD ST	CBD	104	R	0.069	79,700	76,000	155,700	
31011-000000	ONE GROVE STREET LLC	1	GROVE ST	CBD	401	I	0.500	118,600	126,100	244,700	
31012-000000	THIRD STREET PROPERTY CORP	5	GROVE ST	CBD	337	C	0.230	73,500	10,800	84,300	
31014-000000	HATCH ALAN L	6	GROVE ST	CBD	401	I	0.729	130,600	440,500	571,100	
								<u>58.624</u>	<u>22,999,300</u>	<u>64,520,200</u>	<u>87,519,500</u>

**City of Dover, NH**  
**Downtown Dover TIF District**  
**Revenue Analysis and Debt Service Coverage Assumptions**

February 24, 2014

Description	Projected Total	Fiscal Year										
		14	15	16	17	18	19	20	21	22	23	24
Anticipated Increment By Year @ FY2014 Tax Rate			848,863	7,663,566	11,864,564	15,479,581	17,486,898	28,102,496	29,514,856	30,658,868	31,814,320	33,821,326
Tax Revenue on Incremental Valuation			22,045	199,023	308,123	402,005	454,135	729,822	766,501	796,211	826,218	878,340
Existing Balance in Capital Reserve			370,000	200,000	-	-	-	-	-	-	-	-
Parking Activity Fund Net Operating Income			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Parking Meter Rate Changes Net Income			-	-	50,000	100,000	100,000	100,000	100,000	160,000	200,000	200,000
Proceeds Sale of First Street Lot			110,000									
Proceeds Sale of Third Street Lot			75,000									
Proceeds Sale of Orchard Parcel 1 & Parcel 2				150,000								
Proceeds Sale of Orchard Parcel 3 through 6					150,000							
Proceeds Sale of School Street Lot									225,000			
<b>Net Sources of Funds</b>	<b>32,125,310</b>	<b>-</b>	<b>677,045</b>	<b>649,023</b>	<b>608,123</b>	<b>602,005</b>	<b>654,135</b>	<b>929,822</b>	<b>1,191,501</b>	<b>1,056,211</b>	<b>1,126,218</b>	<b>1,178,340</b>
Less Net Debt Service	(21,330,500)	-	(575,000)	(575,000)	(575,000)	(575,000)	(575,000)	(925,000)	(922,500)	(924,250)	(920,000)	(920,000)
<b>Projected Resources Exceed (Short) Debt Service Coverage</b>	<b>10,794,810</b>	<b>-</b>	<b>102,045</b>	<b>74,023</b>	<b>33,123</b>	<b>27,005</b>	<b>79,135</b>	<b>4,822</b>	<b>269,001</b>	<b>131,961</b>	<b>206,218</b>	<b>258,340</b>

All revenue projections reflect unadjusted 2014 dollars

**City of Dover, NH**  
**Downtown Dover TIF District**  
**Revenue Analysis and Debt Service Coverage Assum**

Description	Projected Total	Fiscal Year										Fiscal Year	
		25	26	27	28	29	30	31	32	33	34	35	Estimated
Anticipated Increment By Year @ FY2014 Tax Rate		35,008,402	36,207,349	37,418,286	38,641,331	39,876,608	41,124,237	42,384,342	43,657,049	44,942,482	46,240,770	47,552,041	
Tax Revenue on Incremental Valuation		909,168	940,305	971,753	1,003,515	1,035,596	1,067,996	1,100,721	1,133,774	1,167,156	1,200,873	1,234,926	
Existing Balance in Capital Reserve		-	-	-	-	-	-	-	-	-	-	-	
Parking Activity Fund Net Operating Income		100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
Parking Meter Rate Changes Net Income		200,000	200,000	200,000	300,000	300,000	300,000	300,000	300,000	400,000	400,000	400,000	
Proceeds Sale of First Street Lot													
Proceeds Sale of Third Street Lot													
Proceeds Sale of Orchard Parcel 1 & Parcel 2													
Proceeds Sale of Orchard Parcel 3 through 6													
Proceeds Sale of School Street Lot													
<b>Net Sources of Funds</b>	<b>32,125,310</b>	<b>1,209,168</b>	<b>1,240,305</b>	<b>1,271,753</b>	<b>1,403,515</b>	<b>1,435,596</b>	<b>1,467,996</b>	<b>1,500,721</b>	<b>1,533,774</b>	<b>1,667,156</b>	<b>1,700,873</b>	<b>1,734,926</b>	
Less Net Debt Service	(21,330,500)	(924,000)	(921,750)	(923,500)	(924,000)	(923,250)	(921,250)	(923,000)	(923,250)	(922,000)	(924,250)	(924,750)	
<b>Projected Resources Exceed (Short) Debt Service Coverage</b>	<b>10,794,810</b>	<b>285,168</b>	<b>318,555</b>	<b>348,253</b>	<b>479,515</b>	<b>512,346</b>	<b>546,746</b>	<b>577,721</b>	<b>610,524</b>	<b>745,156</b>	<b>776,623</b>	<b>810,176</b>	

All revenue projections reflect unadjusted 2014 dollars

**City of Dover, NH**  
**Downtown Dover TIF District**  
**Revenue Analysis and Debt Service Coverage Assum**

Description	Projected Total	36	37	38	39
Anticipated Increment By Year @ FY2014 Tax Rate		48,876,424	50,214,051	51,565,055	52,929,568
Tax Revenue on Incremental Valuation		1,269,321	1,304,059	1,339,144	1,374,581
Existing Balance in Capital Reserve					
Parking Activity Fund Net Operating Income		100,000	100,000	100,000	100,000
Parking Meter Rate Changes Net Income		400,000	400,000	400,000	400,000
Proceeds Sale of First Street Lot					
Proceeds Sale of Third Street Lot					
Proceeds Sale of Orchard Parcel 1 & Parcel 2					
Proceeds Sale of Orchard Parcel 3 through 6					
Proceeds Sale of School Street Lot					
<b>Net Sources of Funds</b>	<b>32,125,310</b>	<b>1,769,321</b>	<b>1,804,059</b>	<b>1,839,144</b>	<b>1,874,581</b>
Less Net Debt Service	(21,330,500)	(923,500)	(920,500)	(920,750)	(924,000)
<b>Projected Resources Exceed (Short) Debt Service Coverage</b>	<b>10,794,810</b>	<b>845,821</b>	<b>883,559</b>	<b>918,394</b>	<b>950,581</b>

All revenue projections reflect unadjusted 2014 dollars



CITY OF DOVER  
14 FEB 20 AM 9:10

### APPLICATION CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE\* \_\_\_\_\_, TAG\* \_\_\_\_\_, PARADE\*\* \_\_\_\_\_, BLOCK PARTY\*\* X, ROAD TOLL\*\*\* \_\_\_\_\_,  
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: New Hampshire Soap Box Derby, Inc  
Federal Tax ID number for Organization: 02-0374130

Check (✓) Nature of Organization:

Religious \_\_\_\_\_, Educational \_\_\_\_\_, Charitable \_\_\_\_\_, Civic \_\_\_\_\_, Sports ✓, Veterans \_\_\_\_\_, Fraternal or Political \_\_\_\_\_, Other \_\_\_\_\_  
(Describe) Gravity powered car race for children ages 7 to 18

Contact Person: Richard Behan Day Time Telephone: 603 245 5466

Address: 118 Grove Street Dover NH 03820 Email rabehan54@hotmail.com

Purpose of Permit: conduct annual soap box derby state championship race

Date of Event: June 8 2014 Specific Time: 8 Am to 4 PM

Location of Event: Broadway Oak Street intersection to 50 feet beyond Florence street

RAFFLE PERMIT ONLY

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

Cost of Ticket: \_\_\_\_\_ Date of Drawing: \_\_\_\_\_

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

chey  
25

PARADE PERMITS & BLOCK PARTIES ONLY

PARTIES ONLY

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

Police Department Parade Route/Block Party Approval Signature: \_\_\_\_\_

Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached: \_\_\_\_\_

ROAD TOLL ONLY

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

Road Toll Location: \_\_\_\_\_

Police Department Road Toll Approval Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Licensing Board Approval [Signature] Date: 3/3/14

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 the same.

SIGNATURE OF APPLICANT: Richard Behan DATE: 2/17/2014

## RE: NH Soap Box Derby - June 8 2014

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From: **Speidel, Marn** (M.Speidel@dover.nh.gov) This sender is in your contact list.  
Sent: Wed 2/05/14 10:53 AM  
To: Richard Behan (rabehan54@hotmail.com)

Good morning Mr. Behan,

Thank you for checking on the date. The June 8 date is suitable for the Traffic Bureau and I am not aware of any potential conflicts, so I will pencil it into our calendar. Below is a link to the current form to apply for the road closure. Please check the box for "block party". Please also attach any supporting materials that may be helpful, such as a cover letter and/or map of the event location.

[http://www.dover.nh.gov/forms/APPLICATION\\_for\\_affle\\_tag\\_parade\\_block%20party\\_%20road%20toll.pdf](http://www.dover.nh.gov/forms/APPLICATION_for_affle_tag_parade_block%20party_%20road%20toll.pdf)

I look forward to working with you again. Please feel free to contact me if you have any additional questions or concerns.

Regards,

Marn Speidel

Sgt. Marn E. Speidel

Traffic Bureau

Dover Police Department

46 Locust Street

Dover, NH 03820

(603) 742-4646

E-mail: [m.speidel@dover.nh.gov](mailto:m.speidel@dover.nh.gov)



CITY OF DOVER

14 FEB 25 AM 9:10

APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE\* [checked], TAG\* \_\_\_\_\_, PARADE\*\* \_\_\_\_\_, BLOCK PARTY\*\* \_\_\_\_\_, ROAD TOLL\*\*\* \_\_\_\_\_,
Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Great Bay Figure Skating Club
Federal Tax ID number for Organization: 23-7430844

Check (✓) Nature of Organization:

Religious \_\_\_\_\_, Educational \_\_\_\_\_, Charitable \_\_\_\_\_, Civic \_\_\_\_\_, Sports [checked], Veterans \_\_\_\_\_, Fraternal or Political \_\_\_\_\_, Other \_\_\_\_\_
(Describe) 50/50 at Club Ice Show

Contact Person: Karen Benedetti Day Time Telephone: 603-988-7364
Address: 119 Cottonwood Dr Dover Email: k.benedetti@comcast.net
Purpose of Permit: 50/50 raffle at club year end show
Date of Event: 4/12/14 Specific Time: 12:00 noon
Location of Event: Dover Ice Arena

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: 50/50 (5090)
Cost of Ticket: \$1 Date of Drawing: 4/12/14
Place of Drawing: Dover Ice Arena

\* 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://www.doi.nh.gov/charitable-trusts/faq.htm

Handwritten initials/signature

PARADE PERMITS & BLOCK PARTIES ONLY

PARADE PERMITS ONLY

\*\* NOTE: ALL REQUESTS FOR PARADE PERMITS AND BLOCK PARTIES MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA
Police Department Parade Route/Block Party Approval Signature: \_\_\_\_\_
Printed Name: \_\_\_\_\_ Check Here If Parade Route Is Attached: \_\_\_\_\_

ROAD TOLL ONLY

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

Road Toll Location: \_\_\_\_\_
Police Department Road Toll Approval Signature: \_\_\_\_\_
Printed Name: \_\_\_\_\_

Licensing Board Approval [Signature] Date: 3/3/14

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 the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 2/24/14



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: Maine Coast Runners flyball Team
Federal Tax ID number for Organization: 501-c-3
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Mrs. Shirley Rand
Address: 1424 Littlefield Rd. Wells, ME 04090-7540
Day Time Telephone: 1-207-646-3472
Email Address: S.rand@maine.fr.com

Purpose of Permit: To hold a raffle at the Dover Ice Arena during flyball tournament

Date of Event: April 12 and 13 Specific Time: 8am-5pm

Location of Event: Dover Ice Arena

(Raffle Permit only)
Prize (s) To Be Awarded: Variety

Amount of Donation: \$1 per ticket Date of Drawing: both days Specific Time: 2pm

Place of Drawing: Dover Ice Arena (this is our 12th year)

\* 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: Shirley Rand Date: 9-19-2013

Licensing Board approval [Signature] Date: 2/26/14
Revised 03/17/08

Handwritten initials/signature



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

RAFFLE\* \_\_\_\_, TAG\* \_\_\_\_, PARADE\*\* [v], BLOCK PARTY\*\* \_\_\_\_, ROAD TOLL\*\*\* \_\_\_\_,
Fill In Completely and Return To City Clerk - PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Dover Interfaith Mobile Vigil Planning Committee
Federal Tax ID number for Organization: \_\_\_\_\_

Check (v) Nature of Organization:

Religious [v], Educational [v], Charitable \_\_\_\_, Civic [v], Sports \_\_\_\_, Veterans \_\_\_\_, Fraternal or Political \_\_\_\_, Other \_\_
(Describe) \_\_\_\_\_

Contact Person: Adrienne Mallinson Day Time Telephone: (603) 988-6168

Address: 7 Academy St., Dover, NH Email: adriennemallinson@gmail.com

Purpose of Permit: mobile vigil procession

Date of Event: 3/29/14 Specific Time: 12-3pm

Location of Event: See route map - downtown Dover

RAFFLE PERMIT ONLY

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

Cost of Ticket: \_\_\_\_\_ Date of Drawing: \_\_\_\_\_

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://www.doj.nh.gov/charitable-trusts/faq.htm

PARADE
PERMITS &
BLOCK
PARTIES ONLY

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

Police Department Parade Route/Block Party Approval Signature: [Signature]
Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached: [v]

ROAD TOLL ONLY

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

Road Toll Location: \_\_\_\_\_

Police Department Road Toll Approval Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Licensing Board Approval [Signature] Date: 2/19/14

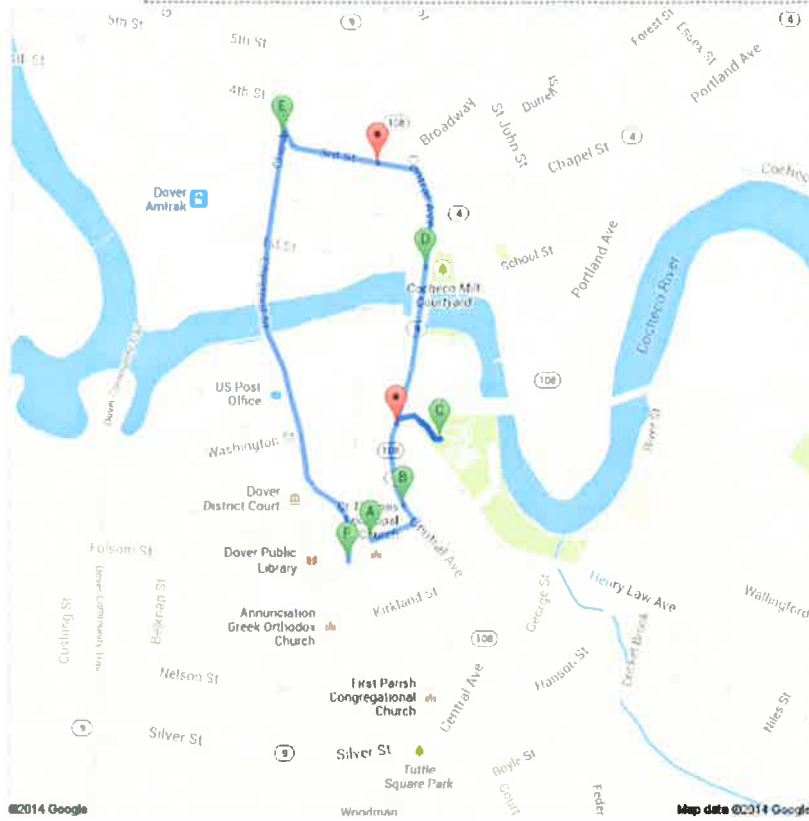
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT
THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or
RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 2/19/14



**Directions to Dover Public Library**  
73 Locust St, Dover, NH 03820  
1.1 mi – about 22 mins

Walking directions are in beta.  
Use caution – This route may be missing sidewalks or pedestrian paths.



## Dover Interfaith Mobile Vigil – Road to Repeal the Death Penalty

Expected Participants: State senators, Dover Area Religious Leaders Association, members of area churches, religious and civic organizations, Parish of the Assumption, St. Thomas Episcopal church, Seacoast NAACP, Seacoast Amnesty International.

Co-Sponsors (to date): Amnesty International UNH, NH Board of Jewish Clergy, NH Coalition to Abolish the Death Penalty.

Proposed Date and Time: Saturday, March 29<sup>th</sup>, 12:00pm – 3:00pm

Location: See attached Route Map. The vigil is envisioned as a procession around an approx. one-mile loop of Dover, on the sidewalks, with brief (10 min) stops for prayers and readings.

- Stop 1: St Thomas Episcopal Church, Hale Street.
- Stop 2: Dover City Hall Steps, Central Ave., with speakers: State Senators David Watters (D-Dover) and Sam Cataldo (R-Farmington)
- Stop 3: Rotary Pavilion, Henry Law Park
- Stop 4: Cocheco Mill Courtyard
- Stop 5: St. Mary's, Chestnut St (gathering outside at statue of St. Mary)
- Stop 6: Civil War Monument/Circuit Court parking lot (20 min gathering led by Dover area religious leaders)

Return to St. Thomas – Ervin Hall.

Logistics: Organizers will provide crossing guards at each intersection and marshals to keep the participants (est. 75-100) together.



CITY OF DOVER  
14 FEB 25 AM 9:10

# APPLICATION CITY OF DOVER, NEW HAMPSHIRE

RAFFLE\*.....TAG\*.....PARADE\*\*.....<sup>ROAD</sup><sub>PARADE</sub> BLOCK PARTY\*\*..... ROAD TOLL\*\*\*.....

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

Organization Name: MORNE STREET SCHOOL PARENT-TEACHER GROUP  
Federal Tax ID number for Organization: 27 4610691  
Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Fergus & Jennifer Cullen Day Time Telephone: 603 343-1444  
152 Boxwood Ln.  
Address: YEA Dover, NH 03820-6019 Email Address FERRAUS@FERAUSCULLER.COM

Purpose of Permit: ROAD RACE - MORNE ST SCHOOL SK + 2 MILE WALK

Date of Event: 9/21/14 Specific Time: 9:00 AM

Location of Event: MORNE ST SCHOOL, 78 MORNE ST; 6<sup>th</sup> ST; WHISTLER, LISIACWOOD  
\*\*\*\*\*

(Raffle Permit only) MIA  
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: \_\_\_\_\_ Date: 2/21/14

Licensing Board approval APC Date: 3/3/14  
Revised 03/17/08

Traffic Bureau OK  
Sgt. Marn Speidel  
[Signature] 2/27/14

## View Route

**Name:** Horne Street School 5K

**Rating:** unrated

**Distance:** 3.11 miles / 5.00 km

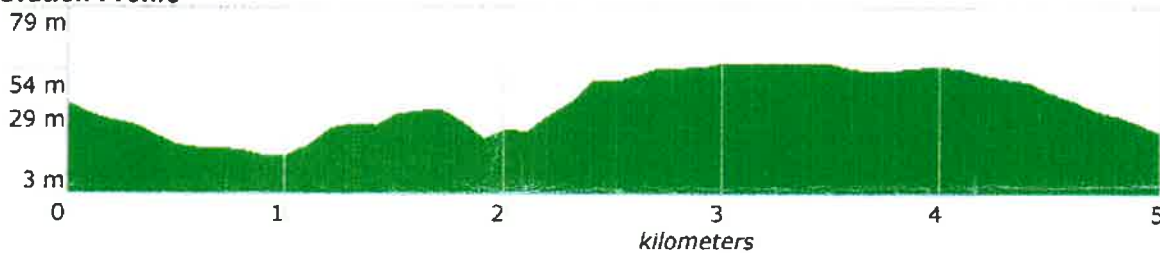
**Location:** Start: Horne Street School  
- Dover, NH, US

**Attributes:** loop, mixed flat & hills, sidewalks

**Description:**



### Elevation Profile



**Total climb:** 54 feet / 16 m

**Total elevation change:** 121 feet / 37 m

Added by Fergus Cullen on 4/13/2011

**DISCLAIMER:** USATF and the author of this route make no warranties as to the conditions, safety, distance accuracy, or suitability for running of this route. Run at your own risk!



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.6.**

Resolution Number: **R – 2014.03.12 – 17**

Resolution Re: B14031 WWTP Phase I Upgrade and MLE Conversion

WHEREAS: Sealed request for proposals B14031 were solicited and received on February 12, 2014 at 2:00 pm for a comprehensive upgrade to the Waste Water Treatment Facility. A mandatory pre-bid meeting was conducted on January 21, 2014 @ 1:00pm at 484 Middle Rd with thirteen vendors attending including representatives from State of NH Department of Environmental Services; and.

WHEREAS: The city explored two different financing options to fund this project to include State Funding through the NH Clean Water State Revolving Fund (CWSRF) and through a Municipal Bond. Based on the comparison the CWSRF financing option provides the city with a cost savings of approximately \$325,000 over the lifetime of the loan; and

WHEREAS: Three responses were received and evaluated by city personnel and consulting engineer and it is the recommendation to award to low bidder Apex Construction of Rochester NH in the total amount of \$6,626,600 using CWSRF loan.

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 Apex Construction of Rochester NH at rates provided in conjunction with RFP B14031. The amount of this authorization shall be limited so as not to exceed available funding

### Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4725.04598.14	WWTP upgrade	8,937,236	8,892,876

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By Request

Approved as to Legal  
Form and Compliance: Anthony Blenkinsop  
General Legal Counsel

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2014.03.12 – 17**

Resolution Re: B14031 WWTP Phase I Upgrade and MLE Conversion

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

<b>VOTING RECORD</b>		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does   does not pass.		



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2014.03.12 – 17**

Resolution Re: B14031 WWTP Phase I Upgrade and MLE Conversion

### RESOLUTION BACKGROUND MATERIAL:

The project consists of a comprehensive upgrade to the Wastewater Treatment Facility including the aeration system, multiple pumping systems (primary sludge, return sludge, waste sludge, septage, yard waste pump station), chemical systems, primary and secondary clarifier mechanisms, new biofilter odor control system and miscellaneous upgrades to ancillary support systems (ventilation, mechanical, electrical systems).

### 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>	218	<b>Number of Responses:</b>	3
<b>Warranty:</b>	Manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until completion	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Apex Construction	<b>Fund:</b>	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 to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

### Results and Vendor Solicitation List:

[https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids\\_and\\_Requests\\_for\\_Proposal&index=Number&autosearch=B14031](https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids_and_Requests_for_Proposal&index=Number&autosearch=B14031)



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.7.**

Resolution Number: **R - 2014.03.12 – 18**  
Resolution Re: B11001 WWTP Phase I Upgrade & MLE Conversion  
Additional Scope of Work - Wright Pierce

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 the contract 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 next step in preparation of upgrading the Facility was to enter into an agreement with Wright Pierce Engineers to design equipment upgrades and plant processes to meet new NHDES parameters. The council approved the contract for this work via resolution R2012-07-25; and

WHEREAS: Wright Pierce is currently offering as an additional scope of work to oversee the construction process in the amount not to exceed \$608,400.

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 for overseeing the Phase I upgrade and MLE conversion in the total amount of \$608,400. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance post construction
5320.1.300.43256.4331.04598.14	WWTP Upgrades	8,937,236.00	2,266,276.14

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By Request

Approved as to Legal  
Form and Compliance: Anthony Blenkinsop  
General Legal Counsel

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2014.03.12 – 18**  
Resolution Re: B11001 WWTP Phase I Upgrade & MLE Conversion  
Additional Scope of Work - Wright Pierce

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does   does not pass.		



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.7.**

Resolution Number: **R - 2014.03.12 – 18**

Resolution Re: B11001 WWTP Phase I Upgrade & MLE Conversion  
Additional Scope of Work - Wright Pierce

### RESOLUTION BACKGROUND MATERIAL:

The Waste Water Treatment Plant 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 was to enter into an agreement with Wright Pierce Engineers to design equipment upgrades and plant processes to meet new NHDES parameters. The council approved the contract for this work via resolution R2012-07-25

Wright Pierce has now offered a proposal for construction oversight in the amount of \$608,400.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	117	<b>Number of Responses:</b>	8
<b>Warranty:</b>	NA	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until completion	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Wright Pierce	<b>Fund:</b>	
<b>Other Approvals Required:</b>	Yes State of NH DES	<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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2014.03.12 – 19**

Resolution Re: **Amendment to the Police Facility Building Committee**

WHEREAS: The City Council authorized the bonding for construction of a police facility, and

WHEREAS: The City Council believes in providing the Citizens with a quality built structure, satisfying the needs of residents, while keeping in mind the impact on the taxpayers, and

WHEREAS: In order to achieve such goal, via resolution 2013.01.09 – 3, the City Council formed a seven (7) member oversight building committee called the Police Facility Building Committee (“Building Committee”) to provide guidance throughout the design and construction process, and

WHEREAS: Since the formation of the Building Committee the City Council has approved the bonding for construction of a joint Police Facility and Parking Facility on the Orchard Street Parking Lot in downtown Dover, and

WHEREAS: Given the change in scope of the project, the duties and responsibilities of the Building Committee and the number of its members should be amended to reflect its increased oversight responsibilities.

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

The seven (7) member Police Facility Building Committee be increased in size by the addition of two (2) additional members – one (1) being a City Councilor and one (1) being a citizen representative – for a total of nine (9) members. The additional committee members shall be appointed by the Mayor, subject to approval of the City Council.

AND, FURTHER BE IT RESOLVED:

That the Mayor appoints City Councilor Jason Gagnon and citizen representative Otis Perry to fill the two (2) new positions on the Police Facility Building Committee;

AND, FURTHER BE IT RESOLVED:

That in addition to its existing responsibilities regarding construction of the new Police Station, the Committee shall also review and give advice on all aspects of the design and construction of the Parking Facility.

AND, FURTHER BE IT RESOLVED:

That the name of the Building Committee shall be amended to the “Police and Parking Facility Building Committee.”





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.03.12 – 20**

Resolution Re: **Formation of and Appointments to Joint Building Committee regarding Dover High School and the Regional Career Technical Center**

WHEREAS: The City of Dover is considering options for substantial renovations to, or new construction of, the Dover High School and the Regional Career Technical Center (“RCTC”); and

WHEREAS: New Hampshire RSA Chapter 199, entitled “Schoolhouses” includes provisions regarding the location and construction of schoolhouses by School Districts; and

WHEREAS: Pursuant to RSA 199:3 the City Council and the School Board are required to form a Joint Building Committee (JBC) regarding the potential renovations/construction, which shall have the duties and powers set forth in RSA 199; and

WHEREAS: It is believed the JBC should be made up of six (6) members – three (3) appointed by the City Council and three (3) appointed by the School Board; and

WHEREAS: The City Council is authorized by state statute to appoint members to the JBC for the renovations/construction of the Dover High School and RCTC.

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

A Joint Building Committee is formed pursuant to RSA 199:3 regarding Dover High School and the RCTC, which shall have all duties and powers set forth in RSA 199. The Joint Building Committee shall have six (6) members – three (3) appointed by the City Council and three (3) appointed by the School Board.

AND BE IT FURTHER RESOLVED THAT:

The City Council appoints Deputy Mayor Robert Carrier, City Councilor Jason Gagnon, and Dover citizen Wayne Coolidge to the Joint Building Committee for the renovations/construction of the Dover High School and the RCTC.

AND BE IT FURTHER RESOLVED THAT:

The City Clerk shall provide notice to the School Board of the appointment of three (3) members to the Joint Building Committee by the City Council. Upon appointment of three (3) members by the School Board, the Joint Building Committee shall meet to elect a Chairperson per the requirements of RSA 199:3 and to otherwise undertake its business.





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.03.12 – 20**

Resolution Re: **Formation of and Appointments to Joint Building Committee regarding Dover High School and the Regional Career Technical Center**

The City of Dover is contemplating substantial renovations to, or new construction of, the Dover High School and the RCTC. State statutes require the formation of a Joint Building Committee in such a circumstance.



**CITY OF DOVER**

## CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.03.12 – 002**  
Ordinance Title: Chapter 5, Boards, Commissions and Committees  
Chapter: 5

The City of Dover Ordains:

**1. PURPOSE**

The purpose of this ordinance is to amend Chapter 5 entitled “Boards, Commissions and Committees”, by adding a new Section 5-23 entitled Downtown Dover TIF Advisory Board.

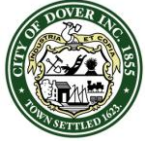
**2. AMENDMENT**

Chapter 5 entitled “Boards, Commissions and Committees” is hereby amended as follows:

### ***BOARDS, COMMISSIONS AND COMMITTEES***

#### **CHAPTER 5**

- 5-1. Establishment.**
- 5-2. Board of Health.**
- 5-3. Cemetery Board.**
- 5-4. Library Board of Trustees.**
- 5-5. Recreation Advisory Board.**
- 5-6. Dover Arena Commission.**
- 5-7. Personnel Advisory Board.**
- 5-8. Planning Board.**
- 5-9. Dover Utilities Commission.**
- 5-10. Zoning Board of Adjustment.**
- 5-11. Trustees of the Trust Funds.**



**CITY OF DOVER**

## CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.03.12 – 002**  
Ordinance Title: Chapter 5, Boards, Commissions and Committees  
Chapter: 5

- 5-12. Solid Waste Advisory Commission.**
- 5-13. Dover Arts Commission.**
- 5-14. Transportation Advisory Commission.**
- 5-15. Joint Fiscal Committee.**
- 5-16. Dover Business and Industrial Development Authority.**
- 5-17. McConnell Center Advisory Committee.**
- 5-18. Parking Commission.**
- 5-19. Conservation Commission.**
- 5-20. Dover Pools Advisory Committee.**
- 5-21. Dover Housing Authority.**
- 5-22. Energy Commission.**
- 5-23. Downtown Dover TIF Advisory Board.**

[HISTORY: Adopted by the City Council of the City of Dover on 11-13-2013 by Ord. No. 2013.10.09-10 on 11-13-2013, derived from Article IV Ch. 3, Administrative Code, Generally Amended by the City Council of the City of Dover on 07-14-10 by Ord. No. 2010.06.23-10; Other amendments noted where applicable.]

GENERAL REFERENCES – Conservation Commission – See Ch. 14; Licensing Board – See Ch. 35; Planning Board – See Ch. 41

### **5-1. Establishment.** [Amended 04-27-83 by Ord. No. 10-83]

A. There shall be the following boards, commissions and committees in the City of Dover:

Document Created by:  
Document Posted on:

O-2014.03.12 Chapter 5, Boards, Commissions and  
Committees

Page 2 of 7



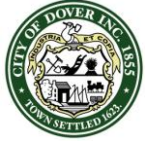
**CITY OF DOVER**

## CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.03.12 – 002**  
Ordinance Title: Chapter 5, Boards, Commissions and Committees  
Chapter: 5

- (1) Board of Health
- (2) Cemetery Board
- (3) Library Board of Trustees
- (4) Recreation Advisory Board
- (5) Dover Arena Commission
- (6) Personnel Advisory Board
- (7) Planning Board
- (8) Dover Utilities Commission
- (9) Zoning Board of Adjustment
- (10) Trustees of the Trust Funds
- (11) Building Code Board of Appeals
- (12) Solid Waste Advisory Commission
- (13) Dover Arts Commission
- (14) Transportation Advisory Commission
- (15) Joint Fiscal Committee
- (16) Dover Business and Industrial Development Authority
- (17) McConnell Center Advisory Committee
- (18) Parking Commission
- (19) Conservation Commission
- (20) Dover Pools Advisory Committee
- (21) Dover Housing Authority
- (22) Energy Commission
- (23) Downtown Dover TIF Advisory Board



**CITY OF DOVER**

## CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.03.12 – 002**  
Ordinance Title: Chapter 5, Boards, Commissions and Committees  
Chapter: 5

- B. All boards and commissions shall serve in an advisory capacity only, unless otherwise empowered by state statute, City Charter or ordinance.
- C. All appointments to boards, commissions and committees shall serve for the terms appointed and until a successor shall have been appointed and qualified, unless any board or commission member is absent for four (4) consecutive meetings or four (4) regular meetings in any consecutive twelve (12) month period, whereby a vacancy shall be created in the position, and said vacancy shall be filled by the appointing authority for the remainder of the term. Conditions for removal of any board member shall be defined by statute, ordinance or the Charter. [Amended 03-28-79 by Ord. No. 6-79; Amended 06-20-2001 by Ord. No. 15-2001]
- D. Any appointments made to fill a vacancy in an unfulfilled term will be for the remainder of that term.
- E. All board and commission members shall be residents of the City of Dover except for those members presently serving. All exceptions shall be approved by the City Council. [Added 06-30-99 by Ord. No. 08-99]
- F. All boards, commissions and committees shall adopt rules subject to the approval of the City Council. Rules may contain provisions for the establishment of subcommittees consisting of members appointed by the City Council.
- G. The City Council may appoint a City Councilor as an ex-officio non-voting liaison to any board, commission or committee to report to the City Council on a periodic basis unless otherwise stated.
- H. The City Council shall appoint members to boards, commissions and committees to achieve a membership consisting of staggered terms to assure continuity in the functioning of boards, commissions and committees. Exceptions to the length of the term of appointment may be made by the City Council at the time of appointment to achieve staggered terms.
- I. Staff members may be assigned as liaisons to assist the board, commission or committee at the discretion of the City Manager.
- J. The City Council may appoint ad hoc committees for special projects for limited durations.



**CITY OF DOVER**

## CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.03.12 – 002**  
Ordinance Title: Chapter 5, Boards, Commissions and Committees  
Chapter: 5

- K. All appointments of City councilors as regular or alternate members of a board, commission or committee shall be on an ex-officio non-voting basis, unless otherwise stated in this Chapter, said appointment shall not exceed the two-year term of office. This provision applies prospectively.
- L. All appointments to Committees, Boards and Commissions are made by the City Council unless otherwise stated in this Chapter or law.
- M. **RECORDING OF MEETINGS:** All public meetings of the City Council and all boards, commissions, committees and subcommittees of the City shall be video or audio recorded. This paragraph shall not apply to site walks, tours conducted by public bodies, special events and emergency meetings. In the event a recording is not an option for any reason, a public meeting shall continue without recording. A notation shall be made in the minutes of the meeting detailing the nature of the equipment failure. Written notice of the equipment failure shall be supplied to the City Manager within five (5) business days of the meeting. Recordings shall be available for public inspection not more than five (5) business days after the public meeting. Recordings shall be retained permanently or as long as the media used for the recordings permit.

### **5-23. Downtown Dover TIF Advisory Board.**

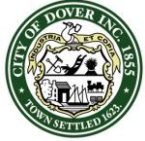
- A. MEMBERSHIP. The Downtown Dover TIF Advisory Board shall consist of seven (7) voting members including: one (1) City Councilor; two (2) Citizen Representatives, who do not own or occupy real property within or adjacent to the Downtown Dover TIF district; and four (4) Citizen Representatives who are owners or occupants of real property within or adjacent to the Downtown Dover TIF district, one (1) of whom shall be recommended by the Greater Dover Chamber of Commerce, and one (1) of whom shall be recommended by Dover Main Street. The City Manager (or designee) shall be an ex-officio non-voting member. All members shall reside in Dover.
  - B. TERMS OF MEMBERS: Members shall be appointed to terms of three (3) years. The City Council Member will serve for their Council term and shall be appointed by the Mayor with the approval of the City Council.
- (1) The Board shall sunset upon expiration of the Downtown Dover TIF District.

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**CITY OF DOVER**

## CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.03.12 – 002**  
Ordinance Title: Chapter 5, Boards, Commissions and Committees  
Chapter: 5

C. AUTHORITY AND DUTIES: The duties and functions of the Downtown Dover TIF Advisory Board shall be in accordance with RSA 162-K:14 and as defined herein. All actions of the Advisory Board shall be authorized by resolutions of the Board passed on the affirmative votes of at least 2/3 of the Board members present and voting.

- (1) The Board shall advise the City Council and the District Administrator on the recommended policies and actions for the administration and operation of the Downtown Dover TIF District.
- (2) The Board shall advise the City Council and the District Administrator regarding the planning, construction and implementation of the Development Program and the operation and maintenance of the District after the Development Program is completed.
- (3) The Board shall submit quarterly reports to the City Council.

### 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 Karen Weston by request
Approved as to Legal Form:	Anthony Blenkinsop City Attorney		
Recorded by:	Karen Lavertu City Clerk		

Document Created by:	O-2014.03.12 Chapter 5, Boards, Commissions and Committees
Document Posted on:	Page 6 of 7



**CITY OF DOVER**

## CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.03.12 – 002**  
Ordinance Title: Chapter 5, Boards, Commissions and Committees  
Chapter: 5

### DOCUMENT HISTORY:

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

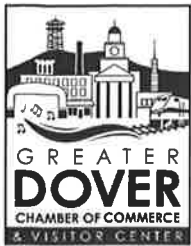
### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothy Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does   does not pass.		

### ORDINANCE BACKGROUND MATERIAL:

The Dover City Council wishes to define the Downtown Dover TIF Advisory Board as one of its Boards, Commissions and Committees in order to aid the Council in its oversight of the City's Downtown TIF District.

Document Created by:	O-2014.03.12 Chapter 5, Boards, Commissions and Committees
Document Posted on:	Page 7 of 7



## Greater Dover Chamber of Commerce & Visitor Center

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### Board of Directors

**Toby Arkwell, Chairman**  
*RW Insurance*

**James Horne, Chair Elect**  
*Beacon Business Advantage*

**Jeanne Supple, Vice Chairperson**  
*Measured Progress*

**James Brannen, Treasurer**  
*Federal Savings Bank*

**Douglas Glennon, Past Chairman**  
*Glennon Consulting Group*

**Jon Burns**  
*Liberty Mutual*

**Catalina Celentano**  
*Public Service Co of NH*

**Marion Cheney**  
*ReMax Legacy and Rotary*

**Donna Coraluzzo**  
*Dover Children's Home*

**Paula Daley DePlanche, CPA**  
*Leone, McDonnell & Roberts PA*

**Christine Goodwin**  
*W.B.Mason*

**Brian Kelley**  
*Kelley's Row Restaurant  
& Cellar Pub*

**Sean O'Connell**  
*Shaheen & Gordon*

**Christine Sieks**  
*Clear Channel Communications*

**Deanna Strand**  
*Dover Adult Learning Center of  
Strafford County*

**Greg Walker**  
*Wentworth Douglass Hospital*

### Staff

**Molly Hodgson**  
*Executive Director*

**Donna R Rinaldi**  
*Operational Director*

**Katie Mack**  
*Membership &  
Business Resource Manager*

**Michael Mengers**  
*Community Events Manager*

February 21, 2014

Dover City Council  
288 Central Avenue  
Dover, New Hampshire 03820

Dear City Councilors;

The Greater Dover Chamber of Commerce is in support of the TIF protocol outlined in the feasibility study provided by Monadnock Economic Development Corporation.

A TIF District provides efficient and affordable financing for public improvements that are deemed necessary to initiate viable economic development. The City would create public improvements which will encourage private development which will, in turn, increase property values increasing property tax revenue. That increased tax revenue will be dedicated to the repayment of public improvement costs.

A TIF District is not a special exception district and does not add a new tax to a property, nor does it change the look and feel of City tax bills. Instead it operates as an accounting provision to apply revenue to pay for infrastructure improvements, which benefit the properties around the improvement and the chamber does not see any reason to not utilize this strategy as a means to encourage desired development in specific areas of the community where it is most wanted and needed and might not occur.

The chamber supports the creation of an administrative board to oversee the Dover TIF, with a member chosen by the chamber from within or adjacent to the district. The chamber's support of this initiative does not reflect a lack of support for other valuable City projects including school and other infrastructure projects and the chamber does not believe that the proposed TIF district will have any negative effect on such future projects.

Sincerely,

Toby Arkwell  
Chair, Board of Directors

Sean O'Connell  
Chair, Government Affairs Committee

**DATE:** February 25, 2014

**Dover Main Street**

**Mail:** 288 Central Ave

**Location:** Suite 150 Cocheco Mills

Dover, NH 03820

**Phone:** 603-740-6435

**email:** [director@dovermainstreet.org](mailto:director@dovermainstreet.org)



**RE: Letter of Support for TIF District**

Dear City of Dover Council,

We write to express strong support for the approval of the Downtown Dover TIF District. Our Board of Directors consists of business and community leaders invested in contributing to the vitality of the Central Business District—our “Main Street” community. Since our organization’s inception in 1999, our many programs and events have helped steer Dover to become a great place to live, work and play, and we look forward to Dover’s continued growth and prosperity. By unanimous vote of our Board we send this letter.

Our City has been working for years towards continual improvement in the development of the Central Business District, and the City as a whole. As long-standing members of the community, we see the continued benefits of these efforts as the City of Dover continues to rise in the ranks of valued places in New Hampshire and the country. Dover’s unemployment rate continues to lower, real estate values continue to rise, and land development is ongoing. These are all key benchmarks of our great City remaining viable despite the recession that swept the nation. The plans for the TIF District have been well-researched, and will add significant new economic value to Dover as it continues its upward trend in smart development. The TIF will contribute to a more prosperous community; one which is able to serve citizens at every economic level.

As we have watched the development patterns in this City we are confident that the TIF District plan is critical and necessary for financing the construction of the public infrastructure essential to private reinvestments. The cornerstone of our City’s future is the thoughtful urban planning which has taken place over the last two decades. We applaud the award-winning planning and economic development efforts to date by our government officials, and know that the City Council and staff have worked hard to make this proposal one that meets both the spirit and the letter of the TIF enabling legislation. We appreciate the public engagement, which has included citizens, businesses and professionals and has been rich and comprehensive- ensuring the plan is a clear reflection of the community’s wishes.

We look forward to a continued prosperous future in our City, with the TIF District a key component of planned growth.

Sincerely,

*Michele Alexander*

Executive Director of Dover Main Street

**Dover Main Street Board of Directors**

Executive Committee:

Michelle Gilmore, Chair

Eric Hagman, Vice Chair

Jessica Smith, Treasurer

Gail Daudelin, Secretary

[www.dovermainstreet.org](http://www.dovermainstreet.org)

*Preserve the past, promote the present & facilitate the future.*

March 4, 2014

City of Dover, City Council and School Board  
288 Central Avenue  
Dover, NH 03820

Dear Councilors and School Board Members,

Soon we will be forming a Joint Building Committee (JBC) for the High School project. As we form this committee, it is important that we follow the intent and letter of the law RSA 199 Schoolhouses. RSA 199 was enacted in the 1800s to keep the interests of both the City and School in mind when building a Schoolhouse. Therefore the committee consists of equal numbers representing each side, the city and the school.

It is believed this equal-numbers membership configuration creates a balance in representation, a strong interest in building the best school and a strong interest in cost effectiveness. In 2010, in my opinion, and the opinions of Attorney Walter Mitchell, Attorney Mark Stull, and Attorney Benjamin King, the Council acted contrary to state law, RSA 199. The membership of the Horne Street Joint Building Committee was improperly altered in mid-project.

Joint Building Committee members are appointed per RSA 199:3 *Construction in Cities; Joint Building Committees* and remain on the committee and have full control of the Schoolhouse project until the final report is issued, as per RSA 199:4 *Transfer of Building*.

For the first time the Joint Building Committees were defined with a new membership designation, *ex officio*. *Ex officio*, is by definition, “a member who is part of by virtue of holding another office”. It appears to me, this precedent, change in membership and new designation was the result of apparent calculated efforts from the mayor, at the time, based on an election. *Ex officio* is contrary to the spirit and letter of RSA 199 in that Joint Building Committee members should remain on the project for the duration of the project.

If the present Council continues this practice, and if the School Board follows this precedent, the majority of members of a Joint Building Committee could be replaced at any time because of political maneuverings. The project integrity and flow could be disrupted and errors and overruns can occur. Should a legitimate vacancy occur it may be filled as provided for under RSA 199:3.

Influences which disregard state law, waste time and money and disrupt committees and projects, in particular with a state-defined committee such as the Joint Building Committee, have no place in our Dover process. We should support a unified effort to follow the law and the people devoted to the best interests of the projects and do what is right.

I intend to support a Dover High School Joint Building Committee, provided such committee conforms to state law RSA 199.

Copies of RSA 199 and the three legal opinions are attached.

Copies of this letter, the three opinions and State Statute RSA 199 have also been provided to Karen Lavertu, Clerk for the Council.

Sincerely,

A handwritten signature in cursive script that reads "Catherine Cheney".

Catherine Cheney, Ward 5 Dover City Councilor  
9 Snows Court  
Dover, NH 03820

cc:

Karen Lavertu, City of Dover City Clerk  
J. Michael Joyal, City of Dover City Manager  
Attorney Anthony Blenkinsop, City of Dover Legal Counsel  
Anthony Fernandes, City of Dover School Superintendent

THE LAW OFFICE OF  
MARK A. STULL

63 HIGH STREET, SUITE 2  
MANCHESTER, NH 03104  
TELEPHONE (603) 232-3687  
FAX (603) 232-3728  
E-MAIL mastulllaw@comcast.net

January 6, 2010

To Whom It May Concern:

This office represents Catherine Cheney, a Dover city counselor who is a duly appointed member of the Joint Building Committee established pursuant to RSA §199:3.

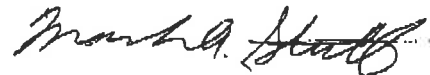
I am informed that there is a plan to remove my client from the Joint Building Committee and replace her with one or more so-called ex officio members. In my opinion this would be a violation of state law and could subject the City of Dover to civil liability.

As a general rule, any person appointed to any office or position established by statute in New Hampshire serves until his or her term ends, unless he or she resigns or is removed in strict compliance with applicable law. See *Williams v. Dover*, 130 N.H. 527 (1988). Otherwise, it is a violation of law to remove an appointed person before the end of that person's term. See *Silva v. Botsch*, 120 N.H. 600 (1980). Wrongful removal entitles the aggrieved person to bring suit for reinstatement and to recover attorneys' fees. *Silva v. Botsch*, 121 N.H. 1041 (1981).

RSA §199:3 provides for the filling of vacancies on a joint building committee, but does not provide for removal and does not establish a limit to a member's term. However, RSA §199:4-a provides for the dissolution of a joint building committee. The clear import of these statutes is that, once appointed, a member's term continues until the committee is dissolved upon completion of the tasks specified in RSA §199:4-a. In other words, members of a joint building committee are not political appointees who serve at the pleasure of elected officials.

There is no provision in RSA ch. 199 for elected or appointed municipal officials to serve as ex officio members of a joint building committee.

Yours truly,



Mark A. Stull

cc: Catherine Cheney

**From:** Walter Mitchell, Mitchell Municipal Group, P.A.  
[<mailto:wlmilaw@metrocast.net>]  
**Sent:** Friday, November 06, 2009 5:56 PM  
**To:** Bob Belmore  
**Subject:** joint building committee inquiry

Bob – Thank you for your request for guidance on the effect of the recent elections on the membership of the joint building committee which is presently supervising construction of a new school building.

Such a committee is formed under the authority of RSA 199:3 et seq., and is made up of equal numbers appointed by the school board and by the city council.

I understand that for the committee for this building the council chose to appoint as its members only those who already sat as councilmen, and now at least one, and perhaps two, of those members have lost bids for reelection.

However, there is nothing in the statute that ties those committee positions to being a member of the council. The appointees may have been council members at the time of their appointment but they were, in effect, appointed as citizens.

Therefore, the fact that they no longer serve on the council does not disqualify them from continuing their service as committee members, and the council has no authority to remove them. Their membership continues until they either resign or the committee's existence terminates at the completion of this school project.

Please let me know if there are further questions.

Walter

Walter L. Mitchell  
Mitchell Municipal Group, P.A.  
25 Beacon Street East  
Laconia, NH 03246  
(603) 524-3885  
[wlmilaw@metrocast.net](mailto:wlmilaw@metrocast.net)

**From:** <[benjamin@nhlawoffice.com](mailto:benjamin@nhlawoffice.com)>  
**Date:** January 6, 2010 4:18:54 PM EST  
**To:** <[cheney.ward5@comcast.net](mailto:cheney.ward5@comcast.net)>  
**Subject:** Joint Building Committee

Dear Catherine:

You have asked me whether the City may oust you from your position on the Joint Building Committee before the Committee dissolves upon completion of construction of the school.

The Joint Building Committee has been established pursuant to RSA 199:3. Once the committee is established, the statute does not provide for the removal of members. The City Council may only appoint a new member to an already-established committee if a vacancy arises on the Committee, pursuant to RSA 199:3, II (c). Because there is no vacancy now, the Council should not appoint a new member.

Moreover, the conditions that must be present for the City Council to remove you from office have not been met here. Pursuant to section C11-5 of the Dover City Charter, the Council could only vote to remove you from your office on the Committee the Ethics Commission had sent the Council a recommendation for your removal. The Ethics Commission has not done this, so the Council has no authority to remove you.

It is therefore my opinion that the City should not remove you from the Joint Building Committee and should only appoint a new member if a representative of the Council vacates a position on the Committee.

Very truly yours,  
Benjamin T. King, Esq.  
Douglas, Leonard & Garvey, P.C.  
6 Loudon Road, Suite 502  
Concord, NH 03301  
(603) 224-1988  
fax (603) 229-1988

# TITLE XV EDUCATION

## CHAPTER 199 SCHOOLHOUSES

### Location and Building

#### Section 199:1

**199:1 Location and Construction by District.** – The district may decide upon the location of its schoolhouses by vote or by a committee appointed for the purpose, provided, however, that all plans, specifications, and the selection of site for any new school buildings for any school district within the state shall be approved by the school board of the district in which it is proposed to construct such a building. The provisions of this section shall apply to all new construction of public school buildings, including those constructed by grant or loans of funds from state, the federal government, or other sources. For the purposes of this chapter, in addition to their usual meanings, the words "schoolhouse" and "school building" also mean educational administration building, including school administrative unit facilities.

**Source.** 1845, 224:1. RS 71:1. CS 75:1. GS 80:2. GL 88:2. PS 91:1. 1921, 85, VII:1. PL 122:1. RL 141:1. 1945, 127:1. 1947, 156:10. RSA 199:1. 1967, 449:4. 1979, 459:4, eff. Aug. 24, 1979. 2008, 289:5, eff. Aug. 26, 2008.

#### Section 199:2

**199:2 Location in Cities.** – The school board of cities shall have sole power to select and purchase land for schoolhouse lots. When said board has secured, by vote of the city councils, an adequate appropriation for the purchase of a specified lot at a specific price, said board may make the purchase.

**Source.** 1897, 65:1. 1921, 85, VII:2. PL 122:2. RL 141:2.

#### Section 199:3

##### **199:3 Construction in Cities; Joint Building Committees.** –

I. No schoolhouse shall be erected, altered, remodeled or changed in any city school district unless the plans have been previously submitted to the school board of that district and received its approval.

II. (a) All construction relating to schoolhouses in any city school district shall be done under the direction of a joint building committee which shall be established and chosen in equal numbers by the city council and the school board.

(b) The chairperson of a joint building committee shall be chosen by a majority vote of the committee members.

(c) Any vacancy in the committee membership shall be filled by the respective appointing authority on or before the close of the next regularly scheduled meeting of the appointing authority following the creation of the vacancy.

(d) The joint building committee shall meet monthly and at other times as the chairman deems necessary.

III. The joint building committee shall have the following duties:

(a) Oversee and decide all matters relating to any construction on schoolhouse buildings.

(b) Prepare and submit monthly status reports relating to construction progress to the city council and the school board.

(c) Prepare and submit monthly financial reports relating to the total authorized construction budget and expenditures to date to both the city council and the school board.

IV. All funds appropriated by the city council for construction of a new schoolhouse shall be administered by the appropriate joint building committee, and those funds shall be disbursed upon authorization of the committee until final acceptance of the schoolhouse by the city council.

**Source.** 1897, 65:2. 1921, 85, VII:3. PL 122:3. RL 141:3. RSA 199:3. 1993, 185:1, eff. Aug. 8, 1993.

## **Section 199:4**

### **199:4 Transfer of Building. –**

I. Upon final completion of the new schoolhouse as determined by the joint building committee, the committee shall vote to accept the building and transfer it to the care and control of the school board.

II. Whenever a schoolhouse shall no longer be needed for public school purposes, the school board shall transfer its care and control to the city.

**Source.** 1897, 65:3. 1921, 85, VII:4. PL 122:4. RL 141:4. RSA 199:4. 1993, 185:2, eff. Aug. 8, 1993.

## **Section 199:4-a**

**199:4-a Final Report; Dissolution of Joint Building Committee. –** Upon vote of the joint building committee to accept the new schoolhouse and to transfer it to the school board, the joint building committee shall remain in existence for the sole purpose of preparing and submitting a final report relating to the schoolhouse construction and related financial matters to the city council and the school board. Any funds appropriated for the schoolhouse construction which have not been expended shall be returned to the control of the municipality, subject to RSA 33:3-a. The joint building committee shall be dissolved upon the return of unexpended funds and submission of the final report.

**Source.** 1993, 185:3, eff. Aug. 8, 1993.

## **Section 199:5**

**199:5 Exception. –** The provisions of RSA 199:2-199:4-a shall not apply to the Union School District of Concord and to the school districts of Keene, Lebanon, and Claremont.

**Source.** 1897, 65:4. 1921, 85, VII:5. PL 122:5. RL 141:5. RSA 199:5. 1993, 185:4, eff. Aug. 8, 1993.

## **Section 199:6**

**199:6 Power of Committees. –** No committee shall have power to bind the district beyond the amount of money voted by it, and the district shall not be bound by any act, as a ratification of the doings of such committee, beyond their authority, unless by express vote of the district.

**Source.** GS 80:3. GL 88:3. PS 91:2. 1921, 85, VII:6. PL 122:6. RL 141:6.

## **Section 199:7**

**199:7 Location by Board.** – If the district does not agree upon a location for a schoolhouse, or upon a committee to locate the same, or if the same is not located by such committee within 30 days after its appointment, the school board, upon petition of 10 percent or more of the voters, shall determine the location.

**Source.** RS 71:5. CS 75:5. GS 80:5. GL 88:5. PS 91:4. 1921, 85, VII:8. 1921, 88:1. PL 122:7. RL 141:7.

### **Section 199:8**

**199:8 Relocation by Board.** – If 10 percent or more of the voters of a district are aggrieved by the location of a schoolhouse by the district or its committee, they may apply by petition to the school board, who shall hear the parties interested and determine the location.

**Source.** RS 71:2. CS 75:2. GS 80:4. GL 88:4. 1887, 105:7. PS 91:3. 1921, 85, VII:7. 1921, 88:1. PL 122:8. RL 141:8.

### **Section 199:9**

**199:9 Relocation by State Board of Education.** – If 10 percent or more of the voters of a school district are aggrieved by the location of a schoolhouse by the district or its committee, or by the school board, they may, within 10 days after the making of the location, apply by petition to the state board of education, who shall hear the parties interested and determine the location.

**Source.** 1871, 4:1. GL 88:6. 1887, 105:7. PS 91:5. 1921, 85, VII:9. 1921, 88:1. PL 122:9. RL 141:9. 2008, 289:6, eff. Aug. 26, 2008.

### **Section 199:10**

**199:10 Notice of Hearing Upon Question of Location.** – The chairman of the state board of education shall appoint a time and place within the district for a hearing upon every such petition, and shall give notice thereof by causing attested copies of the petition and order of notice to be posted at 2 or more public places within the district and to be given in hand to, or left at the abode of, the clerk of the district and of one of the school board, 14 days before the day of hearing.

**Source.** 1871, 4:2. GL 88:7. PS 91:6. 1921, 85, VII:10. PL 122:10. RL 141:10. 2008, 289:7, eff. Aug. 26, 2008.

### **Section 199:11**

**199:11 Vacancies in Board of Commissioners.** – [Repealed 2008, 289:9, I, eff. Aug. 26, 2008.]

### **Section 199:12**

**199:12 Hearing.** – The hearing shall be closed within 60 days. The state board of education shall hear all parties interested who desire to be heard, and shall make a decision in writing and file it with the clerk of the district.

**Source.** 1871, 4:2. GL 88:7. PS 91:8. 1921, 85, VII:12. PL 122:12. RL 141:12. 2008, 289:8, eff. Aug. 26, 2008.

### **Section 199:13**

### **Section 199:14**

**199:14 Proceedings Pending.** – The district shall take no steps to carry into effect a former location while any subsequent proceedings authorized by law for a change thereof are pending.

**Source.** 1871, 4:2. GL 88:7. PS 91:9. 1921, 85, VII:13. PL 122:14. RL 141:14.

### **Section 199:15**

**199:15 New Proceedings.** – The location of schoolhouses, however made, shall be conclusive for the term of 5 years, unless an appeal therefrom shall be prosecuted as provided in this chapter.

**Source.** GS 233:6. GL 43:6. PS 91:11. 1921, 85, VII:15. PL 122:15. RL 141:15.

### **Section 199:16**

**199:16 Enlargement of Lot.** – The school board may enlarge any existing lot used for school purposes upon such petition to it and proceedings thereon as are required to authorize it to determine the location for a schoolhouse.

**Source.** 1872, 13:3. GL 88:10. 1877, 106:1. PS 91:12. 1921, 85, VII:16. PL 122:16. RL 141:16. 1949, 146:1, eff. April 21, 1949.

### **Section 199:17**

**199:17 Taking Land.** – If any school district shall neglect or refuse to procure the lot of land selected for the location of a schoolhouse, or for the enlargement of an existing schoolhouse lot, as provided in this chapter, or if the owner of the land shall refuse to sell the same to the district for a reasonable price, the selectmen, upon petition to them by the school board, or by 3 or more voters of the district, shall appraise the damages occasioned to the landowner by the taking of his land. The appraisal shall be made in writing, and be filed with the clerk of the district.

**Source.** 1871, 41:1. 1872, 13:1. GL 88:11, 12. PS 91:13. 1921, 85, VII:17. PL 122:17. RL 141:17.

### **Section 199:18**

**199:18 Appeal From Appraisal.** – Any landowner aggrieved by such appraisal of his damages may appeal therefrom to the superior court by petition within 60 days after the appraisal is filed with the clerk of the district; and the procedure and remedies upon such appeal shall be the same as in appeals from the assessment of damages by selectmen in highway cases, except that service of papers shall be made upon the clerk of the district and one of the school board, instead of the town clerk and one of the selectmen, and except as provided in RSA 199:19.

**Source.** 1872, 13:1. GL 88:11. PS 91:14. 1921, 85, VII:18. PL 122:18. RL 141:18.

### **Section 199:19**

**199:19 Payment of Damages.** – Upon payment or tender of the damages awarded, the land shall vest in

the district, and it may take possession of it. Such payment or tender may be made in accordance with the award of the selectmen before an appeal is taken, or while an appeal is pending, and shall have like effect. In such case if the damages are increased upon appeal the landowner shall have judgment for the excess; if decreased, the district shall have judgment for the amount of the decrease. If the result of the appeal is to change the award of damages in favor of the landowner he shall recover costs; otherwise he shall pay costs.

**Source.** RS 71:8. CS 75:8. GS 80:7. 1871, 41:2. 1872, 13:2. GL 88:11, 13. PS 91:15. 1921, 85, VII:19. PL 122:19. RL 141:19.

### **Section 199:19-a**

**199:19-a Record.** – Whenever a school district shall take land for the location of a schoolhouse or for the enlargement of an existing schoolhouse lot as provided by RSA 199:17 the school district clerk shall forward to the registry of deeds for the county for filing where said land is located a copy of the petition of the school board to the selectmen containing a description of said land, together with the name of the owner from whom the land is taken.

**Source.** 1965, 234:1, eff. Aug. 30, 1965.

### **Section 199:20**

**199:20 Neglect to Build, Etc.** – If a district shall refuse or neglect to build, repair, remove or fit up a schoolhouse, or shall refuse or neglect to build a schoolhouse upon or to remove it to the lot designated as aforesaid, the selectmen, upon petition of 3 or more voters of the district, after hearing the parties, may assess upon the district and collect such sums of money as may be necessary, and therewith cause such schoolhouse to be built, removed, repaired or fitted up.

**Source.** RS 71:6. CS 75:6. GS 80:8. GL 88:14. PS 91:16. 1921, 85, VII:20. PL 122:20. RL 141:20.

## **Use and Manner of Construction**

### **Section 199:21**

**199:21 Accommodations.** – The schools of a district shall be kept in its schoolhouses, if it has suitable houses that will accommodate the scholars; if not, the school board shall provide suitable accommodations for the schools at the expense of the district.

**Source.** RS 72:7. CS 76:8. GS 80:9. GL 88:15. PS 91:17. 1921, 85, VII:21. PL 122:21. RL 141:21.

### **Section 199:22**

**199:22 Other Uses.** – [Repealed 2008, 289:9, III, eff. Aug. 26, 2008.]

### **Section 199:22-a**

**199:22-a Use to Feed Elderly.** –

I. Any school board may operate or allow to be operated for the benefit of persons age 60 or over a meal program on school property including the use of school equipment. Such program may be operated on a profit basis and any surplus funds may be used to defray expenses or otherwise as the school board shall

direct. Provided that such program shall be operated at no expense to the district and shall not interfere with the education of the students. The price charged for any meal may be based on the recipient's ability to pay as determined by the school board.

II. The use in such program of food service equipment, food, and other items which are restricted in use to the benefit of the students is not authorized by this section unless such program is granted the permission upon such conditions as the restricting federal or state authority deems necessary. In addition to any such conditions, the school board shall maintain such records as will accurately reflect the percentage of use of school property, school food service equipment, food, and other such restricted items between the geriatric program and the child nutrition program. Further, insofar as practicable, grants in aid for replacement and original equipment shall be requested on the basis of the percentage of use from both available child nutrition funds and from available geriatric program grants.

**Source.** 1973, 513:1, eff. Aug. 31, 1973.

## **Section 199:23-26**

**199:23 to 199:26 Repealed.** – [Repealed 2008, 289:9, IV-VII, eff. Aug. 26, 2008.]