



**CITY OF DOVER**

## CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, June 11, 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 – None**
6. **APPROVAL OF AGENDA**
7. **PUBLIC HEARINGS**
  - A. **RESOLUTION: B14061 – SILVER STREET RECONSTRUCTION & REPROGRAMMING OF UNEXPENDED BOND PROCEEDS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (VOTE WILL TAKE PLACE ON JULY 9, 2014) SPONSORED BY MAYOR WESTON BY REQUEST**
8. **CITIZEN’S FORUM**

*Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.*
9. **CITY MANAGER’S REPORT**
  - A. **May 28, 2014**
  - B. **June 11, 2014**
10. **APPROVAL OF MINUTES**
  - A. **May 7, 2014 – Workshop Session**
  - B. **May 14, 2014 – Regular Meeting**
  - C. **May 21, 2014 – Special Meeting**
  - D. **May 21, 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 – None**



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### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

1. **BLOCK PARTY – Greater Dover Chamber of Commerce – Farmer’s Market**
2. **RAFFLE – Dover Little Green Football, Inc.**
3. **TAG – Corinne’s School of Dance**
4. **TAG – Dover Little Green Cheerleading**
5. **TAG – Dover Little Green Football, Inc.**
6. **TAG – Dover Youth Football League, Inc.**
  
7. **RESOLUTION: DOG WARRANT**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
8. **RESOLUTION: B14056-BELLAMY ROAD AREA SEWER & MANHOLE REHAB PROJECT**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
9. **RESOLUTION: B14065 BITUMINOUS CONCRETE ASPHALT PICKED UP**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
10. **RESOLUTION: TROJAN UV3000 PLUS LAMPS**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
11. **RESOLUTION: EMERGENCY REPAIRS TO ARENA GLYCOL LEAK WITH DAVIS MECHANICAL SERVICES, INC.**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
12. **RESOLUTION: EMERGENCY REPAIRS TO ARENA DEHUMIDIFICATION UNIT WITH DAVIS MECHANICAL SERVICES, INC**  
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. **FISCAL YEAR 2014 TRANSFER OF APPROPRIATION – GENERAL FUND**  
SPONSORED BY MAYOR WESTON BY REQUEST



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### **C. ORDINANCES IN 1ST READING**

- 1. CHAPTER 131-22: REGISTERED SEX OFFENDER RESTRICTIONS  
(TO BE REFERRED TO A PUBLIC HEARING ON JULY 9, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**

**14. COUNCIL CORRESPONDENCE – None**

**15. COUNCIL MATTERS OF INTEREST**

**16. ADJOURNMENT**



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.A.  
Public Hearing Only**

Resolution Number: **R – 2014.06.04 - 51**

Resolution Re: B14061 – Silver Street Reconstruction & Reprogramming of  
Unexpended Bond Proceeds

WHEREAS: The sealed request for bid B14061 was issued and received for the reconstruction of the Silver Street area on May 28, 2014 @ 11:00am. The objective of this project is to accomplish road and utility re-construction from Spaulding Turnpike Exit 8 Ramp to Central Avenue, approximately 4300 linear feet; and

WHEREAS: A prebid meeting was conducted at 271 Mast Road on May 15, 2014 at 10:00am with five vendors attending. Two bid replies were received with low bid being submitted by Severino Trucking Company Inc of Candia NH with a total bid cost of \$5,164,581.50 plus \$200,000 contingency for a total of \$5,364,581.50. It is the recommendation to award complete scope of work to Severino Trucking Co Inc; and

WHEREAS: The City has identified certain CIP projects that have been completed under budget and therefore there are unexpended bond proceeds to be utilized on the Silver Street project, and City Council desires to effectively use the unexpended bond proceeds;

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 Severino Trucking Company Inc of Candia NH for the reconstruction of Silver Street at rates provided in conjunction with B14061 in the amount not to exceed \$5,364,581.50. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
401x.1.300.43121.xxxx.03175.xx	Streets: Silver St Reconstruction	4,350,800.00	4,350,800.00
4015.1.300.43121.4751.03113.15	Silver St Traffic Calming	75,000.00	75,000.00
5300.1.300.43320.4730.03539.02	Water; Silver St Extension	121,125.17	121,125.17
5300.1.300.43320.xxxx.03544.xx	Water Main Silver St	1,307,874.83	1,307,874.83
5320.1.300.43250.4757.04544.03	Sewer Main Silver St	15,000.00	15,000.00

AND FURTHER BE IT RESOLVED THAT: The City Council hereby authorizes the reprogramming of unexpended bond proceeds per the schedule reflected in the background section.

**In accordance with NH Municipal Finance Act, RSA33 and City Charter Provisions C6-6 and C6-14 a PUBLIC HEARING IS REQUIRED for this resolution. The PUBLIC HEARING needs to be held at least 3 days prior to vote. This resolution must be approved by a 2/3 majority vote of the city council.**



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Resolution Re: B14061 – Silver Street Reconstruction & Reprogramming of  
Unexpended Bond Proceeds

### 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

### 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**

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**Agenda Item#: 7.A.  
Public Hearing Only**

Resolution Number: **R – 2014.06.04 - 51**  
 Resolution Re: B14061 – Silver Street Reconstruction & Reprogramming of  
 Unexpended Bond Proceeds

**RESOLUTION BACKGROUND MATERIAL:**

The City of Dover accepted sealed bids for the Silver Street Reconstruction project on May 28, 2014. The objective of this project is road and utility re-construction from Spaulding Turnpike Exit 8 Ramp to Central Avenue, approximately 4300 linear feet.

The reconstruction of Silver Street originally started as a water main, street and drainage replacement project. Since the initial design started, including input from residents, the project has evolved into an upgrade of a gateway to the downtown. The project now consists of water main replacements, drainage improvements including a rain garden near the Woodman Park School, street and sidewalk reconstruction, landscaping, wayfinding, lighting, and traffic signalization improvements.

The project includes bid alternates that include the replacement of a water main that crosses under the Spaulding Turnpike (\$301,425) and brick sidewalks as opposed to concrete (\$150,400) plus (\$200,000) contingency.

The reprogramming of unexpended bond proceeds will not increase appropriations of the amount of existing debt obligations of the City.

**Silver Street Reconstruction Project:**

		Current Available	Reprogram	Revised Available
4013.1.300.43121.4715.03175.13.000.000.700	Street Reconstruction Silver Street	\$124,989.31		\$124,989.31
4015.1.300.43121.4751.03175.15.000.000.700	Street Reconstruction Silver Street	\$3,000,000.00		\$3,000,000.00
4015.1.300.43121.4751.03113.15.000.000.700	Silver St Traffic Calming Improvem	\$75,000.00		\$75,000.00
	Subtotal:	\$3,199,989.31	\$0.00	\$3,199,989.31
4002.1.300.43121.4752.03135.02.000.000.700	Fourth Street Improvements	\$10,211.61	(\$10,211.61)	\$0.00
4002.1.300.43121.4751.03175.02.000.000.700	Street Reconstruction Silver Street		\$10,211.61	\$10,211.61
4013.1.300.43121.4715.03145.13.000.000.700	Street Reconstruction Applevale	\$235,490.18	(\$235,490.18)	\$0.00
4013.1.300.43121.4751.03175.13.000.000.700	Street Reconstruction Silver Street		\$235,490.18	\$235,490.18
4009.1.300.43121.4751.03126.09.000.000.700	Street Reconstruction Henry Law A	\$176,433.95	(\$176,433.95)	\$0.00
4009.1.300.43121.4751.03175.09.000.000.700	Street Reconstruction Silver Street		\$176,433.95	\$176,433.95
4010.1.300.43121.4751.03126.10.000.000.700	Street Reconstruction Henry Law A	\$803,874.95	(\$803,674.95)	\$200.00
4010.1.300.43121.4751.03175.10.000.000.700	Street Reconstruction Silver Street		\$803,674.95	\$803,674.95
	Subtotal:	\$1,226,010.69	\$0.00	\$1,226,010.69
<b>Total Project Cost General Streets Portion</b>		<b>\$4,426,000.00</b>	<b>\$0.00</b>	<b>\$4,426,000.00</b>



**CITY OF DOVER**

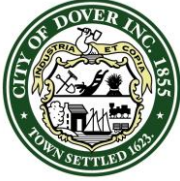
## CITY OF DOVER - RESOLUTION

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 Resolution Re: B14061 – Silver Street Reconstruction & Reprogramming of  
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		Current Available	Reprogram	Revised Available
5300.1.300.43320.4757.03544.13.000.000.700	Water Main Replacement Silver St	\$56,850.00		\$56,850.00
5300.1.300.43320.4757.03544.15.000.000.700	Water Main Replacement Silver St	\$850,000.00		\$850,000.00
5300.1.300.43320.4730.03539.02.000.000.700	Water Main Silver Street Extension	\$121,125.17		\$121,125.17
	Subtotal:	\$1,027,975.17	\$0.00	\$1,027,975.17
5300.1.300.43320.4757.03542.08.000.000.700	Water Main Atlantic & Gulf	\$172,461.29	(\$172,461.29)	\$0.00
5300.1.300.43320.4757.03544.08.000.000.700	Water Main Silver Street		\$172,461.29	\$172,461.29
5300.1.300.43320.4757.03576.04.000.000.700	Water Main - New Rochester Road	\$17,098.71	(\$17,098.71)	\$0.00
5300.1.300.43320.4757.03544.04.000.000.700	Water Main Silver Street		\$17,098.71	\$17,098.71
5300.1.300.43320.4757.03578.11.000.000.700	Water Main Pineview & Pearson	\$100,349.77	(\$100,349.77)	\$0.00
5300.1.300.43320.4757.03544.11.000.000.700	Water Main Silver Street		\$100,349.77	\$100,349.77
5300.1.300.43320.4757.03548.10.000.000.700	Water Main Redden/Oak Hill	\$4,296.50	(\$4,296.50)	\$0.00
5300.1.300.43320.4757.03544.10.000.000.700	Water Main Silver Street		\$4,296.50	\$4,296.50
5300.1.300.43320.4757.03545.08.000.000.700	Water Main Paul & Wallingford	\$4,381.44	(\$4,381.44)	\$0.00
5300.1.300.43320.4757.03544.08.000.000.700	Water Main Silver Street		\$4,381.44	\$4,381.44
5300.1.300.43320.4757.03531.08.000.000.700	Water Main Old Rochester Road	\$84,235.90	(\$84,235.90)	\$0.00
5300.1.300.43320.4757.03544.08.000.000.700	Water Main Silver Street		\$84,235.90	\$84,235.90
5300.1.300.43320.4339.03538.01.000.000.300	Water Main Fourth Street	\$57.19	(\$57.19)	\$0.00
5300.1.300.43320.4757.03544.01.000.000.700	Water Main Silver Street		\$57.19	\$57.19
5300.1.300.43320.4757.03538.03.000.000.700	Water Main Fourth Street	\$4,646.00	(\$4,646.00)	\$0.00
5300.1.300.43320.4757.03544.03.000.000.700	Water Main Silver Street		\$4,646.00	\$4,646.00
5300.1.300.43320.4757.03536.13.000.000.700	Water Main Sixth Street	\$13,498.03	(\$13,498.03)	\$0.00
5300.1.300.43320.4757.03544.13.000.000.700	Water Main Silver Street		\$13,498.03	\$13,498.03
	Subtotal:	\$401,024.83	\$0.00	\$401,024.83
<b>Total Project Cost Water Fund</b>		<b>\$1,429,000.00</b>	<b>\$0.00</b>	<b>\$1,429,000.00</b>

		Current Available	Reprogram	Revised Available
5320.1.300.43250.4757.04534.03.000.000.700	Sewer Main Replacement Mill St	\$15,000.00	(\$15,000.00)	\$0.00
5320.1.300.43250.4757.04544.03.000.000.700	Sewer Main Replacement Silver St		\$15,000.00	\$15,000.00
	Subtotal:	\$15,000.00	\$0.00	\$15,000.00
<b>Total Project Cost Sewer Fund</b>		<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>



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Resolution Number: **R – 2014.06.04 - 51**

Resolution Re: B14061 – Silver Street Reconstruction & Reprogramming of  
Unexpended Bond Proceeds

### **Bid Information:**

Sealed request for bid B14061 was issued and received for the Silver Street area rehabilitation project on May 28, 2014 @ 11:00am.

### **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>	291	<b>Number of Responses:</b>	2
<b>Warranty:</b>	Per manufacturers	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until completed	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Severino Trucking Company Inc	<b>Fund:</b>	Various
<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

### **Vendor Solicitation List & Results:**

[https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids\\_and\\_Requests\\_f or\\_Proposal&index=open\\_date&desc=1](https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids_and_Requests_f or_Proposal&index=open_date&desc=1)



City of Dover, New Hampshire

# City Manager's Report

May 28, 2014



J. Michael Joyal, Jr.  
City Manager



## INSIDE THIS REPORT

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Information contributing to this City Manager's Report is gathered on a monthly basis from all departments and is deciphered into various categories. You will find these departmental updates are governed by our core values; Customer-Focused Service, Integrity, Innovation, Accountability and Stewardship.

Monthly statistics are gathered and tracked by the City Manager. You will find charts and graphs throughout the City Manager's Report, depicting some of these statistics. Statistics in their entirety can be found on the City Manager's page of the City website: <http://www.dover.nh.gov/specialprojects.htm>

# City of Dover Leadership Team



Gary Bannon  
Recreation Director



Daniel Barufaldi  
DBIDA Director



Cathleen Beaudoin  
Library Director



Anthony Blenkinsop  
City Attorney



Anthony Colarusso  
Police Chief



Annie Dove  
Information  
Technology Director



Richard Driscoll  
Fire & Rescue Chief



Daniel Lynch  
Finance Director



Lena Nichols  
Public Welfare  
Director



Christopher Parker  
Planning Director



Douglas Steele  
Community Services  
Director



Alison Webb  
Human Resources  
Director



Michael Joyal  
City Manager

# Utilities

The Water/Sewer Billing Office billed for industrial usage as well as residential usage this month. Industrials are currently being worked on and figures are not available at the time of this report. (Industrials are billed each month, residential on a quarterly basis.)

April 2014	Records Billed	Meter Rent	Total Water Service Billed	Total Sewer Service Billed	Other Service Billed
Industrial Usage	n/a	n/a	n/a	n/a	n/a
Residential Usage – Quarter 1	7,826	\$33,455	\$526,537	\$840,840	\$8,340

**\*\* Other Service: Backflow Inspections, Hydrants, Firelines & Service Charges**

**Water Rate: \$4.69**  
**Sewer Rate: \$6.53**

**The Utility Division Maintains:**

- 3 Water Treatment Facilities
- 155 Miles of Water Mains
- One 3,000,000 Gallon Water Storage Tank
- One 713,000 Gallon Water Storage Tank
- 122 Miles of Sewer Pipe
- 23 Wastewater Pumping Stations
- One Wastewater Treatment Facility
- 850,000,000 Gallons of Wastewater per Year
- 8 Wells:
  - Griffin Well
  - Ireland Well
  - Calderwood Well
  - Campbell Well
  - Cummings Well
  - Smith Well
  - Hughes Well
  - Bouchard Well

The Ireland well has been shut down for cleaning. A contractor is hired through the bid process to clean one well per year. It takes the contractor approximately one month to complete the cleaning and report on the condition of the well and equipment. If additional repairs are needed, it can take upwards of two months to complete.

The new Galaxy Water Meter Read System is proving to be an effective administrative tool. Water and sewer administrative staff have been able to run leak reports based on high usage. The report showed 12 accounts with unusually high usage suggesting a potential water leak. In response to the report, letters were mailed to each home owner by the Utility Billing Office.

Crews responded to a water break on Horne Street where a six inch water main with a lateral crack was discovered. Two truck drivers, one heavy equipment operator and one working foreman responded with a backhoe, two dump trucks and a service vehicle to the call. Crews worked 22 overtime man hours to dig, remove and replace an eight foot section of the pipe.



Crews were hired by residents to repair three service leaks. One on Ash Street required four truck drivers, one heavy equipment operator and one working foreman working 43 man hours utilizing one backhoe, and three dump trucks. One on Union Street required four truck drivers, one inventory coordinator and a maintenance mechanic working 4 man hours utilizing three service trucks and the meter van. One on Portland Avenue required three truck drivers, a heavy equipment operator, one maintenance mechanic and the inventory coordinator working 39 man hours and utilizing one dump truck, two service trucks and one backhoe.

Three Fire Flow Tests were requested by business owners on Chestnut Street, First Street and Crosby Road.

The water meter crew responded to 38 stopped meters, 36 final meter readings, 5 abatements consisting of home inspections and meter tests and turned on 29 water services.

Crews responded to an emergency sewer main failure on Grove Street with two truck drivers, one heavy equipment operator, one utilities operator and one working foreman. Crews utilized two dump trucks, two service trucks and a backhoe to make the temporary repair in 25 overtime man hours. This main is documented as being over 100 years old and has no dead end manhole on it. A design to replace this line has been completed.

Crews jetted the sewer main on Essex Street for a possible blockage. Two truck drivers and one maintenance mechanic used the jet truck and a service truck to complete the task in 4.5 man hours. Sewer mains were televised on Plaza Drive where crews discovered bricks in the main. Two truck drivers, one heavy equipment operator, one maintenance mechanic, the TV van and jet truck worked 32 man hours to TV and clean the main. Once cleaned, the main appeared to be in good operating condition.

The sewer main on Hampshire Circle is cleaned semi-annually. Two truck drivers, one heavy equipment operator and one maintenance mechanic using the jet truck cleaned the line in 32 man hours.

Crews assisted the City of Somersworth with televising one of their drain lines being completed in 3 man hours with a maintenance mechanic and the TV van.

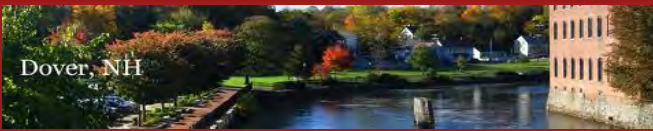
Crews used a poly pig (polyurethane foam used for cleaning residue from mains) on the force main at the Tolend Road Landfill. This is done quarterly due to the iron build up in the pipe. This takes approximately 4 man hours to complete.

Bill Boulanger attended the VUEWorks North East Regional conference in April at the Waterworks Museum in Boston, Massachusetts.

VUEWorks is an enterprise-wide work order system employed by the City of Dover. It is most heavily used by the Community Services Department to capture and manage all community service requests as well as internal preventative maintenance and reactive work orders. The added features of labor and inventory tracking provide full insight on service delivery costs delivered by the City of Dover.

The conference included various presentations from current users discussing their experience with VUEWorks and how the software has benefited their agencies. Bill did an excellent job showing how the City of Dover takes full advantage of the VUEWorks application.





## City Streets, Grounds, Facilities & Parks

The Henry Law Park Improvement project received CIP funding and is now in the fundraising phase to gather the balance of funds necessary to complete the project in 2015. A major anonymous donor committed \$100,000 to help fund the project. The Dover Rotary Club has also been approached for the possibility of donating to the project and will make a decision soon. The Indoor Pool roof replacement project has been awarded to Skyline Roofing and will be planned for a May construction schedule.

The replacement of slides and other damaged parts to the Henry Law, Long Hill and Woodman Parks playground equipment has begun.

Administrative staff fielded 30 service calls requesting pothole repairs. Crews repaired 366 potholes using 3 tons of asphalt on Silver Street, 2 tons on Sixth Street from the town line to Reyners Brook, 4 tons on Spur Road, 12.25 tons on Fourth Street and 41.28 tons on various other areas throughout the city, taking 288 hours to complete.

Crews finalized the mailbox repairs from winter snow plowing events. A total of 37 mailboxes were replaced or repaired consuming 40 man hours.

Winter plowing equipment (sanders and plows) were washed and stored for the summer/fall months. Crews also cleaned the River Street lot of debris, which is used for snow storage. Frost heave signs were also removed throughout the city and stored for the summer/fall months.

Crews spent 125 man hours working on sidewalk sweeping. One hundred and eighty seven and a half man hours were spent street sweeping consuming 12,450 gallons of water and picking up 597 yards of debris. Crews focused on the streets and parking lots that will be striped this spring and will move outward throughout the city until all streets are swept.

### Dover Maintains

- 62 miles of sidewalks
- 133 miles of streets
- 155 crosswalks
- 66 miles of drainage
- 1,120 fire hydrants
- 15 parks
- 13 playgrounds
- 20 municipal buildings
- 2 water treatment plants
- 7 well buildings
- 2 recharge pump stations
- 23 wastewater pump stations
- 1 Wastewater Treatment Facility
- 4 cemeteries



Crews dismantled the guardrail in the Third Street parking lot and replaced it with jersey barriers.

Crews repaired catch basins and made manhole repairs on Mill Street, Mathes Hill Drive, and Cheyenne Street. Crews also cleared off several catch basins during multiple rain storms. Crews utilized the jet truck to clean out catch basins on Mathes Hill Drive, Cheyenne Street and Atkinson Street.

Crews spent 8 man hours hauling sand, gravel and stone to fill the bins at the Public Works Facility. Crews graded the gravel on both Old Garrison Road and Bay View Road.

Community Services personnel finalized a move of a water line at the Henry Law Rotary Park flower bed and delivered wood chips to the Children's Museum.

The Facilities, Grounds and Cemeteries employees handled 6 service calls and 215 work orders in the month of April. Employees attended 1 full burial and 5 ash burials in Pine Hill Cemetery.

The Facilities & Grounds Division continued the day-to-day maintenance and cleanup of municipal buildings, as well as handling daily requests for service at City Hall, the Police Department and Fire Departments. Custodial duties were performed at the Public Works Facility, Train Station and City Hall, filling in at the Library and McConnell Center as needed.

Crews handled 30 work requests and 2 service calls pertaining to signs. Forty-five man hours were spent replacing posts and/or signs as well as updating signs due to changes in ordinances or restrictions like the Transportation Station parking lot, which will now be metered parking.

Crews responded to 11 complaints working 17 man hours correcting traffic signal issues, including green arrows being out, a pedestrian cycle button being stuck, a pedestrian cycle isolation panel falling at Indian Brook, power outages and a few timing issues. Electric Light Company was hired to evaluate the mast arm for stability for the traffic light at the corner of Central Avenue and Broadway. Although the structure was found to be sound, it was recommended to lift the arm, clean under, and retighten it as a preventive measure to extend the life of the structure.

Five décor lights have been attended to in the downtown area. Three of them require additional attention.

The cover was removed from the Jenny Thompson Outdoor Pool with the assistance of Facilities & Grounds employees and Strafford County Community Work Program participants. This task requires 20 people and takes approximately one hour to remove the cover and fold it. Crews spent an additional 250 hours draining, cleaning, installing water heaters, refilling, inspecting the plumbing and reconnecting sand filters.

Infield mix was ordered and delivered to the Public Works Facility, to be disbursed to various fields by Facilities & Grounds crews. The first field grooming commenced at area parks including Woodman, Sullivan, Horne, Maglaras, and Garrison. This took approximately 32 man hours plus several volunteer hours. Water has been turned on, meters installed and irrigation systems readied for service.

Crews spent about 40 hours preparing the baseball field at Woodman Park for games. This included spring cleanup, grooming the base lines and lining the field. It takes 5 man hours to prepare a ball field for a game, depending on the weather and the amount of games played on a field in a day. Shaw's Lane soccer field was laid out and will be lined by employees weekly. The mowing contracts for the ball fields and Shaw's Lane commence the first full week of May. Many volunteer hours are donated by Dover Baseball, Dover Softball and Dover Soccer, who aid in cleaning and maintaining the fields. Facilities & Grounds would be hard pressed to keep up the quality of care we provide without the assistance of these individuals.

Flower barrels were delivered to Wentworth Greenhouses to be filled. Barrels are kept at the greenhouse for a few weeks allowing the plants to grow in a protected environment before they are moved out to the downtown area prior to Memorial Day.

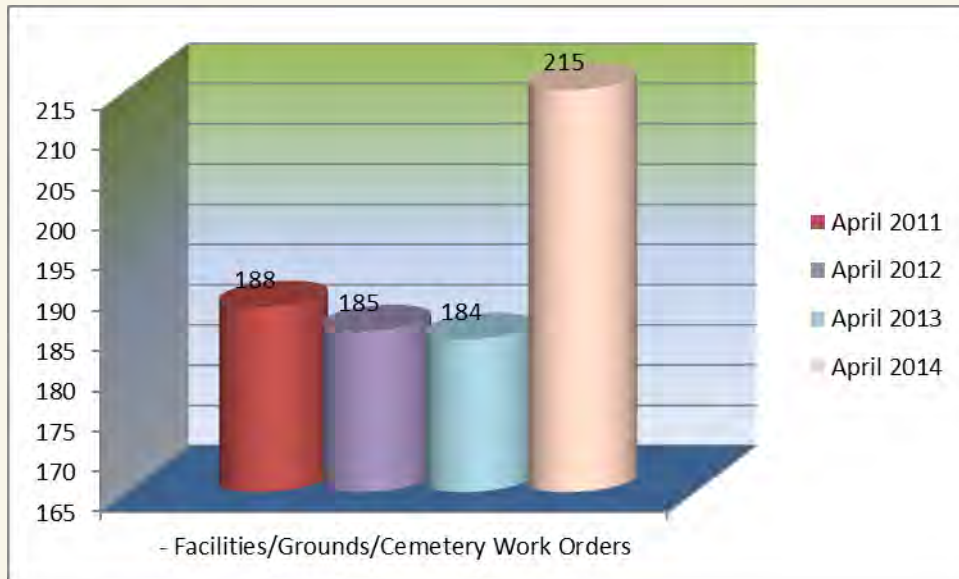
The power supply for Henry Law Rotary Park was relocated and the new power feeds for the irrigation system controllers were run by Hillside Landscaping. Martineau Electric continues to assist in installing power supplies for the décor and tree lights.

Approximately 30 man hours were spent conducting the required monthly fire extinguisher inspections and elevator inspections. Crews responded to 11 requests to have supplies delivered to various departments and spent 4 hours moving items from various locations to the Recycling Center. Clocks and school zone lights throughout the City were “sprung” ahead for Daylight Savings Time, and all thermostats were adjusted accordingly taking 14 man hours to complete.

Tennis nets were installed and areas cleaned at Horne Street School Park and Long Hill Park. It takes two men several hours to clear Long Hill Park of the pine needles and debris that accumulate on the tennis courts over the winter. Ten hours were spent removing debris, trash and waste collected from a clean-up event held at the Long Hill Dog Park. Volunteers filled over 20 large bags. After the rains that followed the clean-up day, and due to the weight of the bags, a small tractor was needed to load the bags into the bed of a truck and transport them to the Recycling Center for proper disposal/recycling.

Park and Pine Hill Cemetery cleanups are ongoing. Picnic tables have been distributed through the parks and public areas. A stone wall that sustained damage over the winter was repaired at the Library. Damage to the Adopt-A Spot area at Washington and Main Streets was repaired.

Upholstery fabrics and oak finishes were selected for 15 new library lounge chairs. Delivery should be in about six weeks.



**Facilities & Grounds Work Order history over the last four years.**

**Cemeteries:**

- Austin-Tuttle Cemetery
- Pine Hill Cemetery
- Pinkham Cemetery
- Roberts/First Settlers Cemetery

**Parks & Playgrounds**

- Applevale \* Alden Woods \* Amanda
- Howard Overlook \* Garrison \*
- Garrison Hill, Guppy Hancock \*
- Henry Law \* Long Hill \* Maglaras
- Morningside \* Orchard Street River
- Walk Shaw’s Lane \* Sullivan Drive \*
- Woodman

# Emergency Management



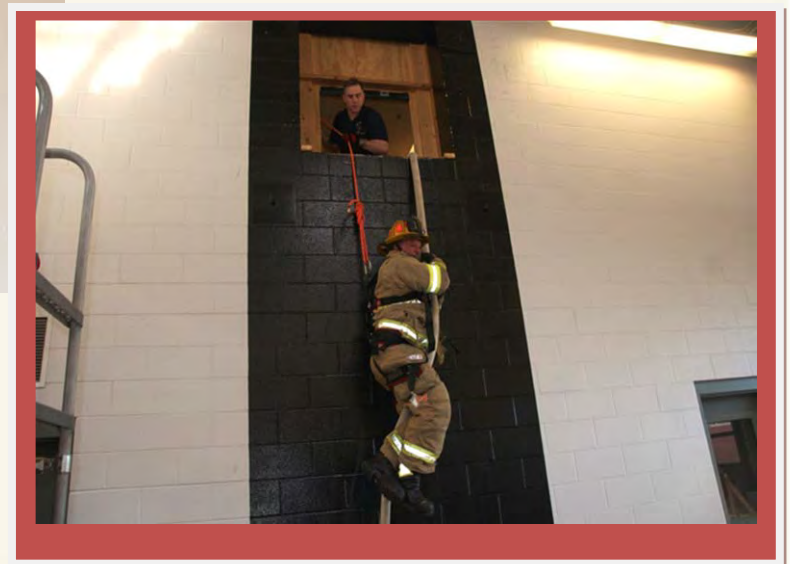
Fire Department Command Staff have been planning for a low oxygen flow drill to exercise the Strafford County Emergency Plans.

Fire Department Command Staff also participated in a state wide Swift Water Rescue Drill in Bedford, NH. The Drill was based on a 500 year flood. Department personnel assisted the Incident Commander in Operations in the capacity of the Incident Management Team.

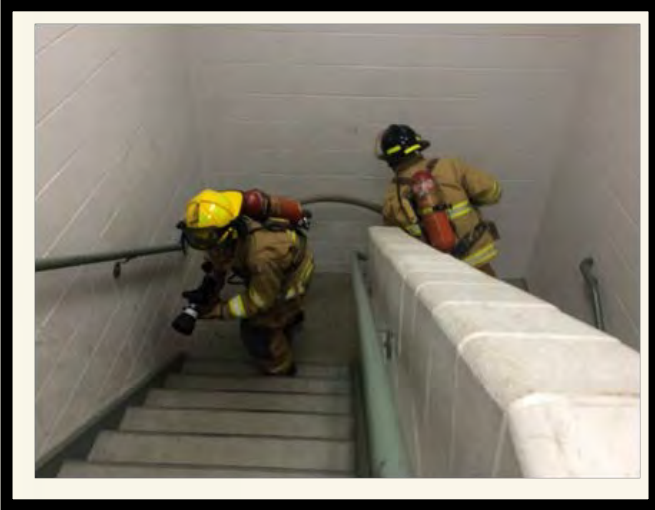
The Fire Department has continually supported the community and other organizations by mentoring individuals within the community and other professional organizations. This has been ongoing but seldom tracked. Over the past month, the department had 39 scheduled riders on the ambulance where department member's precept individuals on advance care techniques. These individuals come from paramedic programs in New Hampshire, Maine and Massachusetts.

Fire & Rescue hosted three local citizens to perform job shadow with the department. Two local high school students rode with the duty shifts to learn about Firefighter as a profession. There was one local resident that attends Southern Maine Technical Community College, who accompanied the Life Safety Inspector to learn about the role of the Fire Inspector in the community for his college class.

This month continued the training on the Fire Department's new gear and self-rescue systems. It is imperative each member is comfortable and knows how to use all the equipment available to them.



Dover Fire & Rescue continues to support the Dover High School Career Technical Classes for State of NH Firefighter 1 certification and Emergency Medical Technician program. Every weekday morning the two classes participate in practical and lecture instruction at the North End Station. Off duty members of the Fire Department are committed to the education of the next generation of Emergency Responders in the Community.



#### Investigations/Legal Bureau

During the month of April, there were two letters generated by the Dover Police Special Investigations Unit that were sent to a certain licensed liquor establishments in Dover. The letters are sent as a result of analysis of police reports involving overly intoxicated persons. When it is determined that an overly intoxicated person had been over-served, a letter is sent from the Police Department to the establishment. The letter, along with the police report, is also sent to the NH Liquor Commission's Bureau of Enforcement.

A total of 15 registered sex offenders were processed during the month. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

The Dover Police Department's Special Investigations Unit and Crime Scene Unit have spent some time during the month preparing for the trial of Seth Mazzaglia who is charged with the murder of a University of New Hampshire student in Dover during October 2012. The trial starts in May.

SIU detectives have also been working with agents of the Bureau of Alcohol, Tobacco, and Firearms in a lengthy investigation into stolen firearms from New Hampshire being transported to Massachusetts to be used in criminal activity there. This investigation is ongoing and is expected to continue for some time.

SIU detectives and CSU officers investigated a series of commercial burglaries that occurred in a downtown building in March 2014. In part due to help from the community, the individual responsible was arrested in April 2014.

During the month of April 2014, SIU detectives investigated an arson fire on Broadway that displaced a family of five. The investigation led to the arrest of a Dover man.

SIU detectives also received updated information on a theft from January 2013. They used this information to arrest a Portsmouth man on that theft during April 2014.

SIU detectives also investigated two separate incidents where adult men attempted to sexually assault girls known to them. Both investigations led to arrests in April 2014.

SIU detectives and CSU officers investigated a series of burglaries and thefts that occurred last summer. As a result, a Dover man was arrested in April 2014 in multiple charges.

During April 2014, SIU personnel also investigated an unattended death that occurred in Dover.

**Communications Bureau**

During the month, the Communications Bureau handled 10,599 radio transmissions, 8,756 phone calls, 363 emergency calls, 77 alarms, and 341 customers in the Police Department's lobby.

**Animal Control**

The Animal Control Officer was out of work during the month of April. She is expected to return in May. A total of 71 animal related calls were handled by dispatch and patrol during the month.

**K-9 Unit**

The department has one K-9 handler, Officer Tim Keefe, who works his K-9 partner, Grinko.

During the month of April, the K-9 Unit conducted a total of 20 hours of training. Officer Keefe and Grinko were not called out during the month.

**Patrol**

During the month of April, officers handled a total of 2,640 incidents resulting in the following activity / criminal charges;

1252	Traffic Stops
83	Total Arrests
8	DWI Arrests
15	Arrests-MV Charges other than DWI
6	Drug Related Arrests
13	Arrests for Assault
8	Theft related Arrests
3	Criminal Mischief Arrests
17	Arrests for Electronic Bench Warrants
2	Violation of Court Order Arrests
1	Arrest for Indecent Exposure
2	Resisting Arrests
2	Disorderly Conduct Arrests
4	Arson Arrests
3	Burglary Arrests
2	Other Agency Warrants Arrests
1	Arrested was a juvenile

On April 21, 2014 at approximately 11:30 AM, Patrol Officers responded to a motor vehicle accident in the area of Pleasant View Circle. The investigation determined that female adult operator of an involved vehicle was impaired by the use of drugs and that at the time of the collision her two children (ages 4 years and 6 months) were in the vehicle. The woman, who is a 34 year-old Dover resident, was charged with Operating under the Influence, Endangering the Welfare of a child and Operating on a Suspended License.

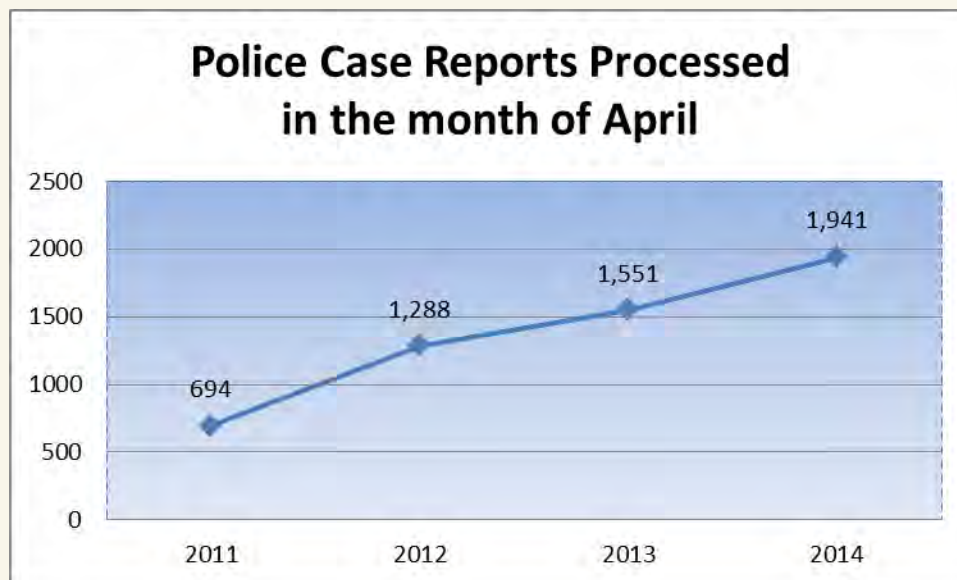
On April 21, 2014 at approximately 7:00 PM, Patrol Officers, along with the Dover Fire Department, responded to the Smith Well area for a reported brush fire. The responding officers contacted several juveniles in the area. Through the initial contacts as well as additional investigation, it was determined that the fire was intentionally set. Three juveniles were charged in connection to the Arson.

On April 22, 2014 at approximately 9:00 PM, officers responded along with the Dover Fire Department to 28 Broadway for a reported structure fire. The investigation revealed that the fire had been intentionally set. This was the latest of several fires in the area. A 19-year-old Dover man has been charged with Arson related to the fire and is a suspect in the earlier fires.

**Collision Investigation Team:** There were no callouts for the Collision Investigation Team during the month of April.

### **Downtown Liaison Unit**

The Downtown Liaison Unit handled a variety of calls for service while patrolling in the downtown area and along the Community Trail. They took enforcement action on numerous traffic and city ordinance violations. A breakdown of the enforcement activity is as follows: 22 pedestrian crosswalk warnings, 35 public assist calls, 9 MV (motor vehicle) pedestrian right of way warnings, 1 MV one way warning, 10 parking assist, 13 warning bike on sidewalk, 7 warnings skateboarding downtown, 1 Roadway obstruction, 2 Warning Criminal Trespass, 1 Accident, 1 Operating After Suspension

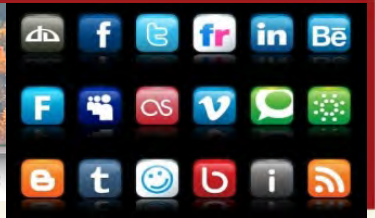


The City of Dover has three fire stations.

Liberty North End Fire Station

Central Fire Station

South End Fire Station



- ◆ The Friends of the Dover Public Library hosted an intriguing presentation, "The Life and Works of Lewis Carroll: a Puzzle with Riddles" on Tuesday evening, April 15 at 7 p.m. by the Rev. Robert Stiefel, PhD. The program is an adaptation of a popular course Stiefel taught at UNH. Under the pseudonym Lewis Carroll, Charles Lutwidge Dodgson wrote two of the most widely read and beloved classics, "Alice's Adventures in Wonderland" and "Through the Looking-Glass and What Alice Found There", and the epic poem "The Hunting of the Snark".
- ◆ The City Manager presented the proposed fiscal year 2015 budget to the City Council on Wednesday, April 9<sup>th</sup>. The budget presentation was the first of several weeks of City Council budget meetings, workshops, and public hearings. The City Council adopts a budget in June. The budget presentation on April 9, including all budget meetings and workshops that follow, are televised live on Channel 22 and available for on-demand viewing at [www.dover.nh.gov/dntv](http://www.dover.nh.gov/dntv).
- ◆ The City of Dover is currently undertaking an effort to update the zoning for the areas surrounding Silver Street, the goal of which is to celebrate and support some of Dover's most historic neighborhoods. The project is an offshoot of the Gateway Rezoning Study which resulted in the rezoning of Broadway, Portland Avenue, and Central Avenue to the Central Business District. The Planning Board also considered rezoning Silver Street; however residents expressed concern that this would detract from the historic residential character of Silver Street, rather than enhancing it. Instead it was suggested the City take a broader view of Silver Street to include the surrounding neighborhoods.

Based on this feedback, Planning Department staff and the project consultant worked this past winter to identify the areas around Silver Street which share a common historic heritage and which could benefit from a single zoning district designed to support and enhance their historic character. The identified areas are primarily residential and exhibit a rare collection of Victorian architecture.

The bulk of the structures in what staff is tentatively calling the "Heritage Residential District," date from the Civil War era to the early 1900s. Although there has been some in-fill development, the primary structures are characterized by wide porches, bay windows, steep roofs, and intricate and involved woodwork. Collectively they create very walkable, pedestrian friendly neighborhoods. It is the intent of the proposed zoning district to retain, supplement, and replicate these distinct architectural buildings as a tribute to the history of the City of Dover.

Planning Department staff and the project consultant held a neighborhood meeting at the Silver Fountain Inn, 103 Silver St., hosted by the Silver Inn Fountain proprietors, Jim and Pam Pidgeon.

- ◆ Planning and Community Development coordinated and hosted the second annual land use meet and greet, where board and commission members came together on April 8, 2014. Present were members of the Planning Board, Conservation Commission, Open Lands Committee, Zoning Board, DBIDA, Transportation Advisory Commission and Community Trail Committee. In addition to updates about the work being completed, staff presented information on the Right to Know law, development process and the process for recusing oneself.
- ◆ The library has 4,449 social media followers: 1,310 on Facebook, 542 on Twitter, 35 on Instagram, 807 on Pinterest, and 1,755 subscribers to the library's two e-newsletters.
- ◆ The Library posted 92 items on Facebook, composed 44 Tweets, wrote 10 Blog posts, and sent out 5 press releases to media outlets during April. The library has 4,449 social media followers.

- ◆ The City of Dover hosted a second public workshop for the City's ongoing Downtown Pedestrian and Vehicular Access and Streetscape Study on Monday, April 21st, at City Hall.

The workshop was intended to explore and refine potential solutions to vehicular circulation issues and pedestrian comfort and safety in downtown Dover. A previous workshop on Jan. 21, 2014 was an opportunity for the general public to learn more about traffic conditions downtown, as well as offer opinions. The upcoming workshop will also draw upon findings from a series of meetings held during the last several months by the City and its consultant team with various stakeholders and the City's Transportation Advisory Committee.

At the April 21st workshop, the City's consultants presented three design and circulation alternatives (having different approaches to traffic circulation, streetscape character, and pedestrian and bicycle facilities) and discussed their relative implications. Workshop participants broke into groups to explore each alternative and record their preferences, reactions, and recommendations. One important issue discussed at the workshop was whether downtown's major streets— Chestnut Street, Main Street, Central Avenue, and Washington Street—should remain one-way in some fashion, or be changed to two-way traffic flow.

The consulting team will work on a preferred alternative, which will be reviewed for costs and efficiency of implementation. This proposal will be reviewed by the public at a workshop in the late spring. This subsequent public workshop will allow the public to review the preferred design, which will include more detailed streetscape components such as trees, paving, and furniture; pedestrian amenities such as enhanced crosswalks and narrower crossing distances; and a refined traffic circulation plan.

#### **MORE INFORMATION ON THE PROJECT**

The City's Downtown Pedestrian and Vehicular Access and Streetscape Study is intended to continue the revitalization of Dover's historic urban core. The study focuses on rebalancing the downtown circulation and streetscape network so that future conditions may support a mixed-use environment that is more convenient, pleasant, and economically vibrant. The study is envisioned to result in a revitalization plan with four key goals:

- Create a more attractive pedestrian-oriented environment,
- Make vehicle circulation more clear and convenient,
- Simplify links to parking, and
- Expand bicycle and transit links to and through the downtown.

The City of Dover's Planning Department is guiding this study. The Cecil Group, a professional planning and design firm, has been retained to help carry out the planning study, along with firms RSG and Gibbs Planning Group. Concerned about pedestrian safety on Chestnut Street, the City Council approved the study's funding in December of 2012 as part of the FY2014-FY2020 Capital Improvement Program.

The report and design plans are expected to be complete by the end of August 2014. The following schedule provides the expected timeframes for key milestones in the planning process:

- December 2013 through January 2014 – Data Collection and Evaluation of Existing Conditions
- February 2014 through April 2014 – Development and Refinement of Alternatives
- May 2014 through June 2014 – Development of Preferred Design
- June 2014 through September 2014 – Development of Final Report

Once a final report has been submitted, staff will review implementation items for insertion into upcoming Capital Improvement's Programming requests.

◆ The AARP's Tax Aide program assisted with 320 federal tax filings at the library through the April 15 deadline.

◆ The Fire Chief would like the public to be aware of the following:

The National Weather Service has declared the week of April 28th through May 2nd, **SEVERE WEATHER AWARENESS WEEK** in New England. April's severe weather in Arkansas should serve as a reminder of the destructive and deadly power that severe weather can bring. This is the first in a series of five Public Information Statements on various topics related to severe weather awareness.

During Severe Weather Awareness Week, the National Weather Service encourages the public to become more aware of the threats associated with thunderstorms, so they can act appropriately when severe storms threaten.

#### SEVERE WEATHER AWARENESS BASIC DEFINITIONS

New England will soon be transitioning from early spring-like weather to a more summer-like weather pattern. With the warmer weather comes an increasing threat of thunderstorms. By definition, every thunderstorm contains lightning and is, therefore, a potentially deadly storm. In addition, certain thunderstorms present other threats, as well. These threats include high winds, hail, tornadoes, and flash flooding. Tragically, in Maine and New Hampshire in 2008, two people were killed by lightning, one person was killed by a tornado, and one person drowned in a flash flood.

The National Weather Service uses a WATCH and WARNING program to alert the public to potentially threatening weather. In the summertime, watches and warnings are issued for severe thunderstorms, tornadoes, and flash flooding, and special marine warnings are issued for gusty winds in marine areas. Here are some basic definitions.

A **WATCH** indicates that the atmospheric conditions are favorable for severe weather to develop. If a WATCH has been issued for your area, keep an eye on the sky, and monitor NOAA Weather Radio or your local broadcast media for any possible warnings.

A **WARNING** indicates that severe weather is imminent or is already occurring. If a WARNING has been issued for your area, be prepared to seek a safe shelter if you are in the path of the storm.

Here are some basic definitions of the events for which WATCHES and WARNINGS are issued:

**SEVERE THUNDERSTORM:** A thunderstorm that produces damaging wind gusts of 58 mph or more, and/or hail 1 inch or greater in diameter.

**TORNADO:** A violently rotating column of air that extends from the cloud to the ground.

**FLASH FLOOD:** Flooding that occurs very rapidly, usually due to very heavy rain from a slow moving thunderstorm.

In addition to these warnings which are issued for land areas, the National Weather Service issues Special Marine Warnings for marine areas.

One of the best ways to monitor these conditions is by purchasing an alert-activated NOAA Weather Radio for your home or business. If you are within the broadcast range of a NOAA Weather Radio transmitter, tone activated NOAA Weather radios can be set to automatically turn on when a Severe Thunderstorm, Tornado, or Flash Flood Warning has been issued by the National Weather Service. In addition, alert-activated weather radios can be programmed to activate only if the warning has been issued for the county(ies) that you are interested in. For more information on purchasing a NOAA Weather Radio, contact the National Weather Service. NOAA Weather Radios can often be purchased at stores that sell small electronic equipment.

Finally, if you are caught in a severe thunderstorm or tornado, know what to do to minimize the risk that you or someone with you could be killed or seriously injured from the storm. And, after the storm, be sure to report storm damage to local law enforcement agencies and ask them to relay the information to the National Weather Service.

- ◆ Additional work was completed by the Planning Department, along with Inspections and Community Services staff on several projects, and took the lead on reaching out to the developers. The plans/projects are as follows:

99 Oak Street  
Picnic Rock Dr  
Tolend Road Properties

- ◆ At the North End Station, Fire & Rescue hosted the Amateur Radio Emergency Services Meeting. They are an organization that is part of the Emergency Operations Center and tests the department's Ham radio monthly.
- ◆ The Fire Department's Truck 1 helped a local Boy Scout troop with an egg drop project on Wildwood Lane.
- ◆ Planning and Community Development staff met with residents and property owners to discuss development or redevelopment of over 20 properties in the City.
- ◆ Fire Department Command Staff participated in the NH State Candidate Physical Ability Test program. This two day event was for all future candidates training for the official test in June. The Fire Department utilizes this in their hiring process.
- ◆ Fire & Rescue Command Staff participated as a panel member for the Southern Maine Community College Fire Science Program. This opportunity helps guide graduates and prepares them to enter the workforce by mentoring and guidance.

In April, Dover Youth to Youth provided classroom presentations of the TRUTH About Tobacco program to three 4th grade classrooms at Woodman Park School on April 18th. In the 2014 school year, Youth to Youth training teams conducted this program in all 13 fourth grade classrooms in the 3 Dover elementary schools, reaching out to approximately 250 students.



The Police and Garage Facility Building Committee held a special meeting in April for the sole purpose of obtaining citizen input on the exterior aesthetics of the new Police Facility and Parking Garage.

Residents and business owners were invited to share their thoughts and ideas, and provide input to the exterior look of both the new Police Facility and Parking Garage that will be constructed in what is currently the Orchard Street Parking Lot. Below is the proposed design:



The Police Department's Youth to Youth program, Dover High School, the Dover Coalition for Youth and the Strafford County Sheriff's office collaborated to bring Kathi and Chris Sullivan to speak to the DHS junior class on April 30th. Kathi told the story of her daughter, Taylor, who walked away from an underage drinking party that was held in the woods. Taylor walked the wrong way while leaving the party, became disoriented and ended up drowning in 2 feet of water. Kathi brought the message to students that drinking impairs the part of the brain that makes judgment and causes you to be unable to protect yourself or to look out for your friends.

Kathi's husband, Chris Sullivan, also spoke. Chris, who once played for the New England Patriots, told his story of how alcohol and drug use destroyed his opportunities and career.

On April 5, 2014, Captain Terlemezian presented a class on Law Enforcement Death Notifications to the newest group of trainees for the volunteer group Victims, Inc. This marked the 30th class that the Dover Police Department has taught. Victims, Inc. is a private, non-profit agency which provides immediate service, with trained volunteers, prepared to be with people during the immediate aftermath of the death of a loved one. Below is a group photo of the class with Captain Terlemezian.



On April 30, the Dover Police Department hosted an early morning stop by Law Enforcement United's Team New England, which is undertaking a bicycle ride to Washington, D.C. to participate in the annual National Law Enforcement Memorial. Law Enforcement United was founded in 2010 by police officers and survivors of law enforcement line of duty deaths, and raises money for Concerns of Police Survivors and the Officer Down Memorial Page. The riders received an escort through the city and stopped at Dover Police headquarters for a short ceremony honoring both Special Officer George Pray and Deputy Sheriff Charles Smith. Officer Pray's great-great grandson, Kirk Purington, and his wife Denise were present at the event.



There were a total of 1,800 riders nationwide that raised over \$1.9 million.



Youth to Youth students traveled to the State House in Concord on Wednesday, April 9th to testify against SB 329 relating to alcohol advertising on billboards in New Hampshire. Two 7th grade students spoke to the House Commerce and Consumer Affairs Committee of the House of Representatives. They argued against the bill that would allow alcohol companies to advertise on billboards in the state of NH. The students raised concern that alcohol messages are constantly bombarding kids everywhere they go and how the alcohol companies make it look attractive to minors.

**Y2Y members Hannah Martuscello and Kylan Mastro shown speaking at a public hearing on alcohol billboard advertising before the NH House of Representatives. On April 9<sup>th</sup> 2014.**

Sergeant Speidel performed 7 child passenger seat inspections during the month of April. Each safety check takes approximately 30 to 60 minutes and involves a review of child restraint systems in the caregiver's vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the age group. Sergeant Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the Police Department provides this service free of charge. He also conducted a training session for expectant caregivers at The Works in Somersworth.

**Sergeant Speidel provides an educational seminar on the topic of infant and child seat safety to a group of expectant caregivers at a "baby shower" event at The Works in Somersworth on April 16, 2014. The event was organized by the Strafford County Community Action Program, the United Way Women's Initiative, and Avis Goodwin Community Health Center.**



# City Programs



## Gym

Adult fitness classes continue to be very popular, with new sessions of beginner and intermediate Yoga, Muscle Power, Zumba® and Interval Toning being held in the dance studio. Field requests were completed and city & school fields were opened up to the youth leagues for practices and games. Dover Baseball held their opening day at Dunaway on April 19<sup>th</sup> for the 2014 season. Men's 35+ Basketball league wrapped up with their finals in mid-April. Men's open gym has resumed on Monday evenings. Women's open gym continues on Tuesday afternoons. Adult Co-ed volleyball has resumed on Thursday evenings as well as Sunday afternoons. Badminton continues on Friday evenings and has resumed on Saturday afternoons. Sign-ups are on-going for the last session of the school year for Coyote Club at Bellamy Park. Sign-ups are also ongoing for the Hershey track program which will begin in May. Sign-ups have begun for summer programs including Playgrounds and theater camps. The Recreation Department is also looking to host a volleyball camp this summer.

## Pool

The month of April brought an end to all of spring swim lessons and the beginning of the season for Seacoast Swimming. Lessons have been successful with 97% of all classes being full; more classes had to be added to accommodate everyone that was interested. Pool attendance has been steady, lap swimming continues to be crowded on a daily basis and Rec swim has seen an increase in swimmers. The Jenny Thompson Pool will open in May for Seacoast Swimming and other area teams; the outdoor pool is nearly full of water and should start heating within a few days.

Attendance for the pool is as follows:

Adult Lap Swim: 75-100 swimmers daily

Rec Swim: 20 swimmers daily

Pool Rentals: 6

## Ice Arena

April is the transition month for the Dover arena, moving from winter hockey games to arena spring programs and off ice events. Spring leagues and hockey instructional programs are all going very well this spring. Public skating has dropped off a bit due to the weather changes, however, stick practices and Rock Nights continue to be busy with Rock Night averaging about 200 skaters each week. With the ice out on the Foster Arena in April, there were two events that took place; the Flyball Dog Competition and the Dover Home show. Also, the Seacoast Roller Derby Team is back in the Foster Arena with practices and bouts throughout the summer. Adult and Youth Stick Practice: 477 skaters

## Senior Center

In addition to all ongoing activities, the Senior Center members continue to use all fitness areas at Dover Recreation. Senior exercise and yoga classes are held Monday through Thursday mornings, Zumba classes on Friday mornings. There is also bowling once a month at Dover Bowl. The DCSC walking group welcomes back spring and has resumed walking outside. One of the Senior Center's intrepid travelers presented an armchair tour of her trip to Costa Rica (through the DCSC's Travel program) to 13 members who gathered to watch and enjoy traditional tres-leches cake. 36 Senior Center members took a trip to Foxwoods in April. The Self-Guided Day Trippers joined with the Senior Center Travel Department, sending 51 people to the New England Aquarium and a Boston-proper lunch at Maggiano's. Twenty-five seniors gathered for the April Social, Spring Car Talk with Rob Oulton. Continuing with commitment to "lifetime sports," the DCSC proudly announces a much-requested Ping Pong on Monday afternoon's beginning in May. Senior Mystery Lunch: 61 members attended.



Luncheon at Maggiano's.



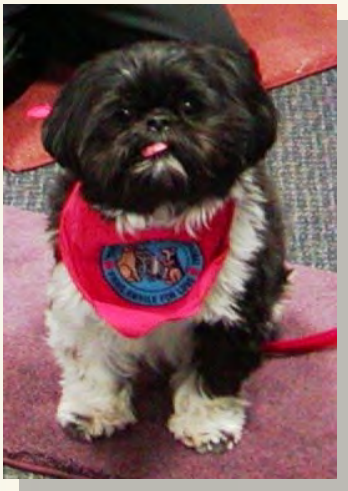
### Public Library

The public library lent 196 items to the Dover school libraries and borrowed 149 items from those facilities. The public library's System and Technology Librarian Peggy Thrasher aided the school librarians with shared library system issues on four occasions during April.

The library attracted graphic novel and manga fans during April School Vacation's "Comics Week" with two presentations by Jet Pack Comics of Rochester, a drawing workshop for teens by comic book artist Peter Simeti, and superhero mask-making in the Children's Room.



"Comics Week" was a family affair!



Meet Murphy....SHE is the latest star of the "Paws for Reading" program at the Dover Public Library.

There were 384 entries in the library's 12<sup>th</sup> annual student Poetry Contest. This is a 73% increase over the previous year. The public library would like to recognize the volunteer judges for all their help: John Michael Albert, Maria Faskianos, Jan Alberghine, Andrea Harkness, and Marcia Pelletier.

There were 1,944 attendees at 37 library programs during April. These included: 384 Poetry Contest entries, 45 Peeps Contest entries, 320 tax filings (Feb. 1—Apr. 15), 349 children who made a craft at the Make-It, Take-It Craft Table, 152 children who attended story times, 72 attendees at the 6<sup>th</sup> in a series of classical music concerts, 43 at Friends-sponsored programs, 117 at various other library-sponsored programs, and 103 patrons at Saturday movie matinees.



### Dover Youth to Youth.

On April 4<sup>th</sup> the Dover Coalition for Youth in partnership with the Strafford County Prescription Drug Task Force hosted a legislative breakfast and daylong summit titled "The Killer CoPay: The Real Cost of Rx Misuse". The two events attracted over 150 people and highlighted the local problems that we are facing because of Rx misuse. Vicki Hebert and Captain Terlemezian both attended the breakfast and the summit.

On April 26<sup>th</sup> the Dover Police Department and the DEA hosted the 8<sup>th</sup> Drug Take Back event. During the 4<sup>th</sup> event, 193lbs. of medications were collected. The Dover Coalition for Youth coordinates the event semiannually to help parents and community members remove unused, unneeded and expired medications from their home to help prevent medicine abuse.

On April 29<sup>th</sup> Vicki Hebert conducted local radio interviews with the Partnership for a Drug Free New Hampshire executive director Jennifer Cusato. The pair appeared on two different radio shows talking about NH's drug problem and ways that parents and caregivers can help us reduce our youth substance abuse rates.

### Dover Coalition for Youth

Dover Youth to Youth students conducted their annual alcohol/tobacco Gear Exchange and Logo Lamppoon awards at an event held on Kick Butts Day at the McConnell Center Café on April 9<sup>th</sup>. During the Gear Exchange, students were invited to turn in promotional alcohol and tobacco gear for hats, tees, and gear with a positive anti-drug message.

Also at the event, awards were given to 5<sup>th</sup> grade and 7<sup>th</sup> grade finalists in the annual Logo Lamppoon artwork contest. The students were told to creatively spoof common brand names, logos and ads of alcohol and tobacco products by changing the ad to make it tell the truth about the dangers and consequences of using of those products. In this year's contest over 400 entries were received from students.

In April, three youth to Youth students and four Horne Street School 4<sup>th</sup> graders recorded two new radio public service announcements about the results of a tobacco survey done by the kids. During the Truth About Tobacco program taught at Horne St. School each 4<sup>th</sup> grader was asked to interview a smoker. One of the questions was "Do you wish you had never started smoking?" The students then reported their results in class. They determined that 98% of those asked said that they wished they had *never started* using tobacco. One student from each 4<sup>th</sup> grade class was selected to represent their class by participating in the radio spot that reported those results.



**Local legislative breakfast talking about Rx misuse attracted over 50 state and community leaders.**



**5<sup>th</sup> grade finalists in the 2014 Y2Y Logo lamppoon Art Contest are**

## Dover Teen Center

The Dover Teen Center calendar for April 2014 consisted educational and social programming for its youth participants. See below for this month's highlights.

For the month of April 2014 the Teen Center saw a total of 607 participants, on 23 days of programming, which yielded an average of just over 26 participants per day.

Some program highlights for the month of April 2014 included, but were not limited to the following:

- TC Snack Special - "Pancake Mania" (4/3)
- TC Holiday Event - "Egg-Cellent Pursuit Challenge" (4/7)
- TC Music Event - "Karaoke Jam Party" (4/11)
- TC Snack Special - "Spaghetti & Meatballs" (4/15)
- TC Special Event - "Girl's Group" (4/16)
- TC April Vacation Trip - "Salem Witch Museum & North Shore Mall Trip" (4/21)
- TC April Vacation Trip - "UNH Tour & Lunch" (4/22)
- TC April Vacation Trip - "Fun-Spot Arcade" (4/23)
- TC Annual Event - "5<sup>th</sup> Annual Outdoor Adventure Camping Trip Weekend" (4/25-4/27)
  - (13) TC Youth Participants, (4) TC Staff
  - UNH Indoor Climbing Wall & Mead Conservation Base Camp @ Mt. Israel

The Dover Teen Center had (6) new registration forms received in April 2014.



**Teen Center participant gets homework help from a UNH intern.**



## Dover Housing Authority

On April 7<sup>th</sup>, Officer Joslin provided Hunter Martins, age 3 ½, with a free bicycle helmet in an effort to promote safety. The child's mother had approached the agency about obtaining a helmet as she was unable to purchase one herself. His photo with his new helmet is to the right.

On April 8<sup>th</sup>, Officer Joslin held a Neighborhood Watch meeting with the residents of Westgate Village. During the meeting, Officer Joslin was informed that there was a perception of drug sales within the neighborhood, loud music and disruptive activity by juveniles. The meeting was attended by approximately fifteen to twenty individuals and they have requested monthly meetings as a way to take control of their neighborhood.

On April 19<sup>th</sup>, Officer Joslin and DHA staff held the annual Easter egg hunt with the Dover Housing Authority. There were approximately seventy-five children who participated in the event and it was a huge success.

On April 23, 2014, Officer Joslin attended the DHA game and dinner night at the Seymour Osman Community Center that had been sponsored and coordinated by the Hope Baptist Church. The event allowed for residents to get together, play board and trivia games and partake in an ice cream social.

Officer Joslin made himself available for residents who may have had concerns about the neighborhood, but no one brought any to his attention and just seemed to enjoy the socialization of the event.

### Community Service Program

The Community Service program tracked five active participants during the month of April of 2014. A total of 23.5 hours of community service work was completed. One of the participants finished his/her assigned hours. So far in 2014, a total of 70.5 hours have been completed.

### The Dover Court Diversion Committee

The Diversion Committee met on Thursday, April 10, 2014. There are a total of 10 active Diversion cases. Below is the breakdown:

- 7 cases already in active Diversion Contracts
- 1 successful completion and release
- 0 new cases heard
- 3 new case(s) awaiting review for the next meeting.

The next planned meetings for the Dover Court Diversion Committee is: Thursday, May 1, 2014 and Thursday, May 15, 2014.

## EMPLOYEE SPOTLIGHT



Marn Speidel began working for the City of Dover in 1999. In his twenty year law enforcement career, he has worked in various capacities including Detective, Prosecutor and Training Officer. With the City, he has worked in the Patrol Division and as a Field Training Officer. He is currently assigned to the Traffic Bureau and holds the rank of Sergeant.

Among many other things, Marn is the guy that coordinates traffic and parking when special events take place in the City such as Apple Harvest Day, road races, Cocheco Arts Festival, fireworks, polling locations during an election, and other events. He also handles construction and emergency detours. Marn also evaluates crash data and traffic enforcement data by location, in particular for trend analysis and problem identification.

When asked what he likes most about his job, he said that it sounds clichéd, but helping people is actually the most satisfying aspect of his job. Problem solving is a close second. He said somewhere in our storied history, someone decided to put the phrase, "People Are Our Profession" on our uniform patch.....that sums it up. Marn said everything that we do in police work is related to the manner in which people interact with their world.

The least favorite part of his job is listening to people complain about the traffic on their street. He says partly because police enforcement is only a very small part of any real solution to such a problem. And mostly because while almost no one speeds in their own neighborhood, just about everybody speeds in someone else's neighborhood!

Marn is married and has a son in fifth grade and says he is a great kid! Marn says he comes from a large family; his parents had twelve children all named with the letter M – hence the name 'Marn' because they apparently had to start inventing new ones! He earned a degree in Business Administration from UNH with a minor in Justice Studies, and has lived and worked in the Seacoast area ever since. Marn likes spending time with family, hiking and biking.

Marn is known by his fellow coworkers for his soft spoken, funny, yet slightly sarcastic personality and also his utmost professionalism. Marn is an all around great guy.

# Capital Improvements Program

Fiscal Years 2015 through 2020

## Major Projects

PW Heavy Equipment  
General Streets Improvements  
Street Recon – Silver Street  
Street Recon – Watson Road  
Street Recon – Broadway RR Culvert  
TIP – Replace Oak Street Bridge  
Street Recon – Atlantic Avenue  
Street Recon – Piscataqua/Rabbit  
Street Ext – Washington Street

High School & Dunaway Field  
Regional Career Tech Improvement

Downtown Parking System Impr.  
Parking Deck Third Street  
Economic Development Park

Water Main – Spaulding Turnpike  
Water System Facilities Upgrade  
Water Main – Main St/Washington  
Water Main – Piscataqua/Drew Rds

Inflow/Infiltration Study & Migration  
Sewer Main – Spaulding Turnpike

The projects listed above represent the legitimate equipment and infrastructure needs supporting the diverse requirements of our community. I, as City Manager, have proposed a multi-year capital project schedule and developed a financial plan that will support the City's needs by using varied sources of funding that continue our ongoing need to migrate away from the use of debt. This program proposes to sustain a positive trend of including increased regular, recurring capital maintenance within our annual operating budgets including the ongoing funding and use of capital reserves in order to reach more appropriate levels for a community of our size and character.

The CIP document/schedule can be viewed on the City of Dover website.

## Project Updates

### STREET IMPROVEMENTS

**Current:** The proposed 2014 street paving Bid will be awarded soon and paving will start in June.

**Previous:** The proposed 2014 street paving list is currently out to bid. Bids are due back April 17<sup>th</sup>.

### TOLEND RECONSTRUCTION

**Current:** Tree work will continue on Tolend Road around Columbus Ave. Construction has begun at Whitter St and will move outward toward Columbus over the next few months.

**Previous:** Tree work will begin on Tolend Road from Columbus to Whittier Street in the first week in April. Construction will begin shortly thereafter.

### MAST ROAD SIDEWALK DESIGN

**Current:** The Engineering Division is reviewing the revised plans from Trittech.

**Previous:** Trittech is revising the plans from comments by the City.

### TOLEND LANDFILL REMEDIATION

**Current:** The landfill remediation system has been operational for nearly two years. An RFP was issued for operation and maintenance of the system to a select group of qualified vendors. The Landfill PRP's are reviewing the proposals and in the selection process.

**Previous:** The landfill remediation system has been operational for nearly a year. The system startup and shakedown has gone well. The only issue that has presented a problem is iron precipitate clogging the force mains both on the landfill system as well as the sewer force main from the landfill to County Farm Cross Road. A regular schedule of force main cleaning will need to be implemented to keep the system operating smoothly.

**RIVER ST PUMP STATION UPGRADE**

**Current:** Performance issues with the pumps have been remedied and the project has reached substantial completion.

**Previous:** Performance issues have arisen with the pumps and are being addressed by the contractor, manufacturer and engineers.

**BERRY BROOK WATERSHED MANAGEMENT**

**Current:** The extended winter has put the City and the UNH Stormwater behind schedule on getting construction under way at Berry Brook. Construction will get started at the Roosevelt Ave bio-retention system in May.

**Previous:** The City and the UNH Stormwater Center have completed the design for a bio-retention system on Roosevelt Ave and will begin construction in April. Several additional systems will be designed and constructed during 2014.

**WASTEWATER TREATMENT PLANT FACILITIES PLAN**

**Current:** The waste water treatment plant upgrade is expected to break ground in early July. The contractor is reviewing shop drawings prepared by the design engineers in preparation to mobilize and begin work at the plant.

Meetings between the Coalition communities and NHDES are continuing. A meeting is tentatively planned with EPA at the end of May.

**Previous:** The Cities of Dover, Portsmouth and Rochester have crafted an agreement with NHDES to settle the law suit pending before the NH Supreme Court. The agreement includes the provision that NHDES will not use the water quality standards established in the 2009 Numeric Nutrient Criteria document to determine whether a water body is impaired. This agreement is a direct result of the peer report findings issued in February of this year. An additional agreement will be negotiated between the cities and NHDES on the "next steps" in the process needed to make more informed decisions on the impact nutrients may or may not be having on the estuary. The peer review report clearly articulated specific issues that need to be addressed.

## Recognition

On April 23, 2014, Lieutenant Brad Gould was honored by the NH Police, Fire, and EMS Foundation as the 2013 Police Officer of the Year. He was nominated by the Police Department due to his outstanding performance during two high profile critical incidents. The first was a fire on Cushing Street and the second was the shooting that he was involved in at 1 Northway Circle. He was able to coordinate the department's response to the dangerous calls and displayed extraordinary leadership skills in the face of high stress and extreme danger.



Dover Police Lt. Brad Gould receives his "Officer of the Year" award from the NH Police, Fire and EMS Foundation during a ceremony held in Manchester. From left are N.H. Chiefs of Police Association President Mike Sielicki (in back), N.H. Commissioner of the Department of Safety John Barthelmes, Lieutenant Gould, and N.H. Police Fire and EMS Foundation Secretary James Valiquet.

## ACKNOWLEDGEMENTS

The Friends of the Library replaced the library's old wooden exterior sign with a new urethane/composite sign on April 16. The cost was \$2,334. The Friends also paid \$350 for April program speakers and allotted \$400 for prizes for the Poetry and Peeps contests.

The New York Life Insurance Company donated \$300 to the library in the name of local agent, Paul Kageleiry.

# Professional Development

Denise Steneri and Kathy Russell attended advanced motor Vehicle training that was provided by the New Hampshire Department of Safety-DMV.

The City Clerk attended a webinar given by the Women's League of Voters on providing voter information to residents via the internet. The league had graded the websites of all the towns and cities in NH on ease of use, amount of information provided and accuracy of information provided and the City of Dover was one of only 19 towns and cities to be given an "A".

The Welfare Director, Lena Nichols and Cara Baker, Social Worker, went to training in Concord put on by the New Hampshire Local Welfare Administrators Association. This training encompassed updates on Medicaid coverage and expansion and changes in the New Hampshire Department of Health and Human Services.

Anthony Blenkinsop, City Attorney, attended a Leadership NH seminar regarding Arts & Culture in New Hampshire.

Bill Boulanger, Superintendent of Public Works and Utilities attended the 2014 Spring Joint Regional Conference & Exhibition sponsored by the New England Water Works Association. This three day event took place in Worcester, MA.

Bill Purpura, Mike Nadeau and Jason Lavoie attended the Advanced Distribution System Operation and Maintenance course sponsored by the New Hampshire Water Works Association.

Bill Boulanger, Bill Purpura and Kathleen Meyers attended the VUEworks conference in Boston.

Doug Steele, Joe Boucher, Dean Truax, Kevin Coakley and Bob Seawards attended the Culvert Maintenance Certification course sponsored by UNH T2. This was held in Greenland at the Portsmouth Country Club.

Each Fire Department Shift received training in their area of responsibility: supply/inventory, vehicle radiological monitoring, male/female decontamination, dosimeter and instrument monitoring. Members received refresher trainer for the overview of the Radiological Emergency Plan.



Firefighter Brendan Driscoll and Firefighter Alex Reynolds graduated from New England Emergency Medical Institute Paramedic Program. This is a nationally accredited 1200 hour, 16 month long program that makes candidates eligible to take the Nationally Registry Paramedic Test to become NH State certified.

Fire Department Command Staff participated in a webinar covering Federal Legislative Updates.

Library Director Cathy Beaudoin and Systems & Technology Librarian Peggy Thrasher attended the Spring New Hampshire Library Association Conference in Whitefield on April 23-24. Peggy Thrasher presented a program on "How to excel with Excel" and also sat on a panel discussing "Alternative Patron Computing".

During the month of April, two officers of the Police Department attended the three day New England Crisis Negotiators' Conference.

Also during the month, two officers from the Police Department attended a week long Basic Drug Investigation training class while two others attended a three day school on Fraud Investigations.

Sergeant Speidel and Officer Carlson attended the New Hampshire Traffic Safety Conference on April 22 in Meredith, NH. The conference is a program of the NH Highway Safety Agency and its partners. Workshop topics included the NH Ignition Interlock Program, the impact of weather and environment in crashes, New Hampshire Roadway Infrastructure, Prescription Drug Impairment, Changing the Culture of Teen Driving, and Vulnerable Roadway Users.

The City Manager kept the City Council up to date with various emails. Most are highlighted below:

- ✓ The City Manager advised the council on the Henry Law Park renovation donation.
- ✓ The FY2015 Proposed Budget Review Schedule was sent to the City Council.
- ✓ The City Manager forwarded on some positive feedback regarding the Children's Museum and the community. Dover was ranked in the top 10 best places to live in NH.
- ✓ The City Council was advised by the City Manager on the settlement of NH Supreme Court case concerning lack of DES rulemaking for nitrogen standard.
- ✓ The City Manager updated the City Council on the Right to Know procedure and forwarded a response to the City Council from the City Attorney on a recent RTK request.
- ✓ The agenda for the NH Coastal Risks and Hazards Commission meeting was forwarded to Council with explanation.
- ✓ The City Manager explained opening day of Dover Baseball to all Councilors.
- ✓ Councilor Hooper's Legislative Report was forwarded to all Councilors for agenda inclusion.
- ✓ A resolution was sent to the Council for consideration in adding to agenda which relates to the accepting of 75% matching grant funds being made available through the State of NH for the Career and Technical Education Center at the Dover High School.
- ✓ The City Manager regretfully advised the City Council of the passing of former Mayor, Robert Whiting.
- ✓ An invitation to the State of the City address was forwarded to the Council.

Dog licenses for 2014 are now available. All dogs must be licensed by April 30 to avoid a late fee. The cost for a male or female dog is \$10, a neutered male or spayed female dog is \$7.50 and puppies (3-7 months) are \$7.50 for first licensing. Residents 65 years of age or older may license one dog for \$3. Additional licenses require regular fees. The City Clerk's office requires proof of rabies information and a certificate of spaying or neutering. Late fees of \$1 a month begin June 1. Dog licenses can be renewed at the City Clerk's office at City Hall, by mail or online. In addition to online licensing, rabies information can also be updated online and the certificate mailed to the City Clerk's office. A checking account is required for online dog license registration. To ensure privacy, dog owners must provide the dog's tag number. The City Clerk Tax Office licensed 1,440 of Dover's 3400 dogs during April. Late fees will be added starting June 1st for any one that has not yet licensed their dog by that time.

BizED Connect is cooperating with Frances Meffen who is trying to start a STEAM School for grades K-8 in downtown Dover. (STEAM stands for science, technology, engineering, the arts and math)

BizEd Connect has a member, Annette Studebaker, on the Selection Committee for the new Superintendent of Schools. The student built BizEd Connect web site is now up and running. [www.bizedconnect.com](http://www.bizedconnect.com) .

*Business in Focus*, a business magazine, is doing a 4-6 page full color article on Dover in their June edition as a great place to work, live, and recreate. Their circulation is 330,000 and concentrates on business executives as their audience.

The City Clerk/Tax Office, Police Department and IT Department collaborated on a process to automatically flag motor vehicle records so that people with past due parking tickets in Dover would be prevented from registering their vehicle in Dover.

The Welfare Department's case load went up this month by one. Most of these cases needed help with rent but several needed help with oil or electricity. With the winter rules now over, this will continue for a few months. The number of people who needed medical assistance went down but the price of each medicine went up. The office received no reimbursements this month, either from Social Security or individuals.

The Public Welfare office has changed their procedures. The office is working closely with the Accounting Division and the Tax Office to determine which landlords owe back taxes. When individuals come in for help with rent, instead of paying the landlord, they apply the money to back taxes owed by that particular landlord. This helps with the burden placed on the City.

The Public Welfare budget went up this month due to electric shut offs and help needed with rents.

## Parking Bureau

Parking Manager Bill Simons has been working with the owners of the Dover Street Housing Partnership as they begin to lease apartments. Issues concerning winter parking and use of the spaces adjacent to the building were reviewed.

Parking Manager Bill Simons has been working closely with the train and bus companies on the design and location of meters and signs for the Transportation Center parking lot. The projected start date is June 1<sup>st</sup>. Meters are being reprogrammed to allow for three options (hourly, daily and monthly) to allow for maximum flexibility. Users may also purchase a monthly permit at the Police Station. One meter will be placed near the entrance for drive up purchases and a second one across from the terminal.

The Parking Commission continues to review food truck vendor regulations and will be submitting a proposal to the Ordinance Committee this summer. The Commission will also review a request from the Woodman Institute at their May 20<sup>th</sup> meeting.

The Parking Commission voted to recommend that the city allow Changing Places, LLC to obtain 25 parking spaces in the Grimes parking lot (Portland Avenue near Cocheco Street) for their proposed mixed use development at 44 Portland Ave. The spaces would be priced at the rate set by the City's fee schedule as long as the developer agreed to stripe and crack seal the lot. More spaces would be considered if brush could be cut back to increase the parking capacity in the lot. This project, if approved, would not obtain its occupancy permit until FY16.

The City Clerk's parking ticket scofflaw software went live during April. NH state law allows cities to withhold the renewal of vehicle registrations until all outstanding parking tickets are paid to the municipality. This software alerts City Clerk staff to unpaid parking tickets for in-person as well as online renewals. The unpaid parking tickets may be paid in the City Clerk's office and eliminates the need for the owner to go to the Police Station and then back to the Clerk's Office to complete the registration renewal.

The Parking Bureau assisted Community Services with posting parking restrictions on numerous streets and parking lots in April to allow for the street sweeping.

Parking Manager Bill Simons continues to work with deeded space holders and monthly permit holders on relocation during construction.

The NH Court System has agreed to allow the city full use of the Locust Street parking lot during the police facility/garage construction period. The deed for the court house gave control of the lot to the court Monday through Friday from 8 am to 5 pm. In addition, the court has requested that the parking spaces in front of the court house be limited to 3 hours during the construction period to dissuade drivers from misusing the court restricted spaces.

## Traffic Bureau

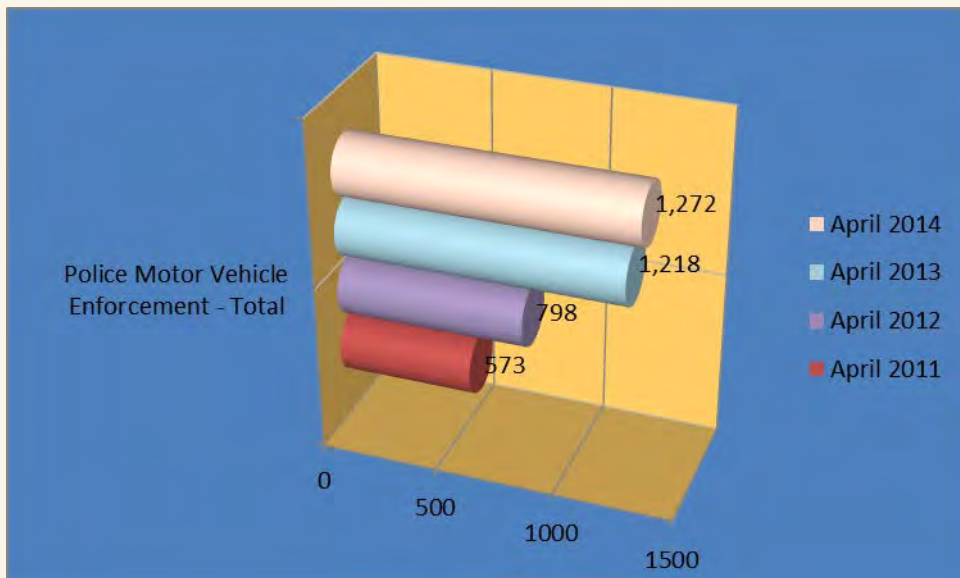
Sergeant Speidel worked closely with Saint Mary Academy's staff and volunteers in coordinating the second annual Run for God 5K event on April 12th. Sergeant Speidel handled the Police Department's operational planning for this event, to include the deployment of directional signs, barricades and cones to facilitate road closures, parking restrictions and traffic diversions, the scheduling and assignment of police personnel, and the coordination with event organizers on other logistical matters affecting traffic. This event is part of the recently formed "Dover Race Series".

On April 13, Sergeant Speidel coordinated all traffic control particulars and police personnel assignments for the 32<sup>nd</sup> annual Red's "Race for a Better Community" 5 mile road race and 2.4 mile walk. The event benefits a number of local nonprofit organizations and is also one of the events in the Dover Race Series. The Traffic Bureau handled the advance deployment of cones, barricades, and signs to facilitate temporary parking restrictions and safe traffic flow.

On April 18, Dover officers participated in the Operation Safe Commute statewide coordinated enforcement initiative. The date was selected by the New Hampshire Highway Safety Agency. Extra traffic patrols were performed during peak commuting hours under a contract which reimburses the agency's personnel costs using federal highway funds. Targeted violations included moving violations – including speeding - tending toward aggressive driving behavior or distracted driving.

On April 21, Sergeant Speidel attended the public workshop as part of the Downtown Pedestrian and Vehicular Access and Streetscape Study, facilitated by The Cecil Group and hosted by the Transportation Advisory Commission and the Planning Department.

Sergeant Speidel secured a grant from the NH Highway Safety Agency to provide up to 25 children's bicycle helmets free of charge in 2014 to those in the community who are in need. NH RSA 265:144 requires that any person under the age of 16 must wear protective headgear while riding a bicycle on a public way. During the summer months, Dover Patrol Officers frequently encounter children under the age of 16 who are not equipped with a safety helmet while riding a bicycle. Some of these children come from families who cannot afford a helmet. Others come from families who may have heard about the law but who do not believe the issue is as serious as it is.



## Progression & Growth

The Department of Planning and Community Development continued to update its blog, face book page and twitter feed to communicate with the public. The Department of Planning and Community Development has 247 Facebook (City of Dover NH Planning) friends and 546 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 661 fans), as well as a Sustainable Dover Facebook fan page (with 159 fans).

The Department of Planning and Community Development mailed out 45 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the Dover Download.

The Community Development Block Grant Coordinator and Director of Planning and Community Development represented the City at the ribbon cutting for the Woodbury Mills project on Dover Street. This 42 unit affordable housing project was approved by the Planning Board in 2012, and was constructed over the last year.

The Director of Planning and Community Development updated the City's Developers Handbook, to include more information about the development review process. Feedback had been received from end users about this document, and as part of the department's desire to have information, which is current and useful, staff takes a periodic review to ensure the document is current.

On April 2nd the Director of Planning and Community Development updated the City Council on the City's Master Plan. This discussion included and update on recommendations completed since 2007, and an outline of future projects to be worked on. Finally, the presentation walked Councilor's through the Master Plan Executive Summary, outlining how the document is written and designed.

On April 16 the Director of Planning and Community Development presented the department's budget to the City Council for review. The proposed budget includes money for a Transportation chapter of the Master Plan, as well as money for staff development and ongoing operations of the department.

The Department of Planning and Community Development continues to oversee the development of the First Street parking lot. In that role, the department worked with the City's General Legal Counsel to draft license agreements for parking, as well as develop documents necessary for the City to close on the property. Work continued on the removal of soils which contained lead within them. A company has been retained to properly remove the lead and dispose of it. That work will begin the first week in May.

The Department of Planning and Community Development continues to develop further infill development strategies and work towards placing the Third Street parcel into private hands. To that end an RFP has been developed to discuss with the Parking Commission. The RFP has been reviewed by an independent third party for comments. These comments were incorporated into the document to increase the likelihood of success.

In January, the City Council approved the idea of creating a second industrial/business park to compliment Enterprise Park. In April, Planning and Community Development staff worked to review options for the park. Staff looked at soil information, parcel size, as well as proximity to major transportation routes. Staff met with potential land owners to discuss options for the park and met with potential tenants of the park.

The Department of Planning and Community Development has been assisting the Police Department with the development of the Police Facility/Parking Garage. Work has included citizen outreach and education, as well as site plan development, utility relocation and identifying soil and geotechnical needs.

This past March 2013, the City of Dover was awarded a \$29,500 Community Planning Grant from the New Hampshire Housing Finance Authority to review and develop basic elements for a Tax Increment Financing District and a Transit Oriented Development allowance in the central business district. The City Council reviewed and approved the proposed TIF District on March 12<sup>th</sup>. In April, staff closed out the grant, and received the full grant amount as reimbursement revenue from the State of New Hampshire.

Following up on the Downtown Gateway zoning project, a follow-up workshop on Thursday, May 15 will provide an additional opportunity for the public to review and refine these same alternatives, particularly for those who could not attend the April 21 workshop. The May 15 workshop will be from 6 to 8 pm at the McConnell Center, 61 Locust Street, Dover, and will be led by the City's consultant team. The City is very interested in hearing from the public, and all are welcome to join.

For more information about this project please check out the web site: [www.dover.nh.gov/government/city-operations/planning/special-projects/downtown-access-plan/index](http://www.dover.nh.gov/government/city-operations/planning/special-projects/downtown-access-plan/index)

The Department of Planning and Community Development began work on an update to the Land Use Chapter of the Master Plan. This document will guide development and suggest changes to the communities land use regulations. This document will be guided by a steering committee appointed by the Planning Board chair, and will be drafted by a consultant. Work is expected to be complete over the summer of 2014. The consultant began by updating the 2007 chapter to identify data to collect and review, as well as reviewed the accomplishments since the 2007 chapter.

The Planning Board formed a committee to review sign regulations in Dover. This committee met during the month of April to discuss the ordinance in depth and to review technological changes since 2000. The committee has reviewed definitions and is completing a page by page review of the ordinance.

Planning and Community Development staff continued to update the new City website with presentations and reports from the past ten years. The site is seen as a repository of data and information relative to land use and quality of life in Dover.

The Department of Planning and Community Development, in consultation with the Community Services Department, created a Complete Streets/Traffic Calming Guideline. This internal policy document is designed to guide staff in the design and reconstruction of the City's Streets. The principles of Complete Streets and Traffic Calming is to ensure that all users of public roads are treated equally with regards to access to the roadway and to ensure safe use of roads.

During the month of April, Planning and Community Development staff worked to review the Dover Economic Loan Pool's loan portfolio. The City annually places funds with the loan pool, and as the pool is a revolving loan pool, proceeds from repaid loans are returned to the pool. The goal of the program is to assist in creating jobs and economic opportunity for low to moderate income residents.

#### **Planning Board:**

- Approved a Site Plan Review for South Dover Storage Solutions, LLC, Assessor's Map 15, Lot 62, zoned I-1, located at 68 Rutland Street. The applicant proposes to construct a 35,000 sq. ft. storage facility with 18 parking spaces.
- Approved a Conditional Use Permit for for South Dover Storage Solutions, LLC, Assessor's Map 15, Lot 62, zoned I-1, located at 68 Rutland Street. The applicant proposed to construct 18 parking spaces where 30 were required.
- Denied an Impact Fee Waiver Request for Jordan Plante, Assessor's Map A, Lot 53G-1, located at 92 Long Hill Road
- Had an update on flood plain management, and code enforcement.
- Considered three Conditional Use Permits per Chapter 170-20-B for Joseph Allis, Assessor's Map 23, Lot 13, zoned CBD-G, located at Washington Street.
  - Relief from 75% building coverage requirement
  - Relief from requirement that building be 24 feet from side property lines
  - Relief from requirement that 70% of frontage be covered by principal building
- Approved of an Open Space Subdivision for Tuck Realty Corp., (Owner: Paul & Maria Rouillard Revocable Trust), Assessor's Map G, Lot 36, zoned R-40, located at 4 Old Stage Road. (1 existing lot subdivided into 9 total lots)
- Approved a Conditional Use Permit per Chapter 170-20-B(2) for Brian Wills, (Owner: Chinburg Properties), Assessor's Map 23, Lot 14, zoned CBD-G, located at 1 Washington Street. This allowed the applicant to operate a brewery.
- Approved a Conditional Use Permit per Section 170-27.1-F for Christopher Berg, (Owner: Graystone Builders Inc.), Assessor's Map M, Lot 105-2, zoned R-40, located at 321 Back Road. This allowed grading for construction of driveway and garage impacting 89 sq. ft. of 50-foot wetland buffer.
- Approved a Minor Lot Line Adjustment for Tolend Road Properties, LLC, Assessor's Map G, Lots 24J, 24J-143 and 24J-144, zoned R-20, located at Tolend Road, Columbus Avenue and Sandra's Run

### Zoning Board:

- Approved a dimensional variance request from Thomas and Kim Jost, 7 Riverdale Avenue (Tax Map I, Lot 79-A), located in the Medium Density Residential (R-12) District, requests a variance from Section 170-12.A of the Zoning Ordinance and the R-12 District Table of Use and Dimensional Requirements to permit the construction of an attached two car garage to be located 12 feet from the side lot line shared with 9 Riverdale Avenue, where a minimum side setback of 15 feet is required.
- Approved a use variance request for Strafford County (Property Owner: Profero Management & Holdings LLC), 61 Rutland Street (Tax Map 13, Lot 24), located in the Medium Density Residential (R-12) District, requests a variance from Section 170-12.A of the Zoning Ordinance and the R-12 District Table of Use and Dimensional Requirements to permit the property to be used as a visitation center and exchange (a place where non-custodial parents can meet with their children and/or exchange their children from one parent to the other).

### Conservation Commission

- Endorsed a NHDES Wetlands Permit for Michael & Jennifer Novelli (Agent: Riverside and Pickering Marine Contractors), Assessor's Map L, Lot 39, zoned R-20, located at 145 Spur Road. Proposal is to conduct work adjacent to the Bellamy River in a tidal wetland to remove an existing dock (378 sq. ft.) and to construct a new fixed pier (168 sq. ft.), gangway (90 sq. ft.), landing float (60 sq. ft.) and float (200 sq. ft.) in a new location.
- Endorsed a NHDES Permit for Allen Williams (Agent: Riverside and Pickering Marine Contractors), Assessor's Map M, Lot 95-D, zoned R-40, located at 122 Dover Neck Road. Proposal is to conduct work adjacent to the Piscataqua River in a tidal wetland to construct a new fixed pier (360 sq. ft.), gangway (120 sq. ft.), and float (200 sq. ft.).
- Endorsed a City of Dover Conditional Use Permit for Christopher Berg, Owner: Graystone Builders, Inc., Assessor's Map M, Lot 105-2, zoned R-40, located at 321 Back Road. Proposal is to construct a house and driveway on a vacant lot. The proposed work would impact 89 sq. ft. within the 50-foot wetlands buffer.
- Discussed with Chris Berry and River Valley Development Corp. regarding a proposal to build an office building with 10 residential units on a vacant lot off Central Avenue, owned by Horizon Trust of NH, Assessor's Map 38, Lot 9-A-2. Parking, drive aisles and drainage improvements are within the 50-foot wetlands buffer.
- Discussed a Proposal from Tender Crop Farm (Owner of Tuttle Farm) for Conversion of up to 50 Acres of Forest to Farmland

### The Housing Standards Board

- Met to review the following properties
  - 726 Central Avenue
  - 26 Oak Street
  - 9 Fifth Street
  - 35/37 Belknap Street

### Energy Commission

- Met to discuss:
  - JCI Update
  - Film Series
  - Solar Power Purchase Agreement
  - Revision Energy Presentation
  - Solar Array Presentation

### Transportation Advisory Commission

- Hosted a public workshop on the Downtown Pedestrian and Vehicular Access and Streetscape Study.

The Inspection Division received 53 building permit applications during the report period. This is the single highest monthly total in 3 years.

The library's online catalog was enhanced with the addition of NoveList Select in April. This service for patrons adds much additional information to each title record, e.g.: plot summary, book reviews and ratings, author biographies, recommended titles and read-alikes, and numbered books in a series.



Did you know that Dover Main Street manages the Adopt-A-Spot program?

Throughout the City of Dover, you will see beautiful areas by roadways maintained by various businesses, families or individuals. They take great care in cleaning their areas, purchasing flowers, and general upkeep throughout the season.

If you would also like to take part in 'adopting' a spot, please call Dover Main Street at 740-6435.



# Detailing Dover, Demographically

Statistics from Calendar Year 2013

January 2014

## A Community Profile

### Dover At A Glance

Dover, founded in 1623, is the oldest continuous settlement in New Hampshire and the seventh oldest in the United States. The permanent settlement occurred in what is now the Dover Neck area.

Initially, Dover was an independent colony named Northam. In 1692 Northam became part of the Massachusetts Bay Colony. The original township of Dover included the present towns of Dover, Durham, Lee, Madbury, Somersworth, Rollinsford, and parts of Newmarket, Newton, and Greenland.

Dover has always used the Cochecho and Bellamy Rivers to its economic advantage. The first use of the water power of the Cochecho River was in 1642, when a sawmill was built. In the 1700s Dover had an extensive shipbuilding industry. By 1830, the city had become a leading manufacturer of cotton goods in the country, using the river to power several mills. Later in the nineteenth century, a brick industry flourished and shoe manufacturing developed in the 1900's.

Between 2000 and 2010, Dover was the fastest growing community in New Hamp-



Dover in the fall

shire, gaining over 3,000 residents and moving from the 7th most populous community to 5th most. This growth has been driven by, and reflective, of the changes that have occurred in Dover over the past 15 years, including the development of the Downeaster train service through Dover, the coming of the Children's Museum of New Hampshire, and the economic growth of Liberty Mutual, Measured Progress and Wentworth Douglass Hospital.

- Income

Also included is climate information, and general geographic information about Dover and south eastern New Hampshire.

Finally, you will find information about Dover's economic health and municipal operations.

### What's Inside:

This community profile will walk you through Dover's population growth, introduce you to Dover's demographics, such as:

- Vital Records
- Housing Starts and Ages
- Vehicle Registrations

### Our Mission:

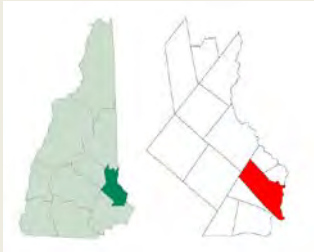
To provide affordable, high quality municipal services and responsive accessible local governance ensuring all persons the opportunity to enjoy contributing to and being part of the Dover community

### Contents:

GEOGRAPHY	2
PEOPLE	3
VITAL STATISTICS	4
TRANSPORTATION	4
BUILDING/HOUSING	5
CULTURAL/SOCIAL	6
RECREATION	7
ECONOMIC	8
MUNICIPAL	9
LAND USE MAP	10
DEVELOPMENT MAP	11

# Detailing Dover, Demographically

## Geographic Location



Dover's location in New Hampshire, and Strafford County

	Longitude (W)	Latitude (N)
<b>Eastern</b>	70° 49' 16"	43° 11' 40"
<b>Western</b>	70° 57' 40"	43° 12' 56"
<b>Northern</b>	70° 55' 30"	43° 15' 5"
<b>Southern</b>	70° 49' 38"	43° 7' 9"
<b>Center</b>	70° 52' 43"	43° 11' 28"
<b>Altitude</b>		
<b>Max (301')</b>	70° 55' 34"	43° 13' 50"
<b>Min (0')</b>	70° 49' 38"	43° 7' 9"

The City of Dover is the county seat for Strafford County which lies in southeastern New Hampshire, bordering the state of Maine. Dover is bisected by the Spaulding Turnpike (NH Route 16) which connects northern New Hampshire and the Seacoast region. Additionally, NH and US Routes 4 travel through Dover, as do Routes 155, 108 and 9.

Bisecting the City is the Cochecho River. Along the eastern border with Maine, runs the Piscataqua River, and along the western side of the City is the Bellamy River. The Cochecho River empties into the Piscataqua River, which flows to the Atlantic. The Bellamy empties into Great Bay, which empties into the Piscataqua River.

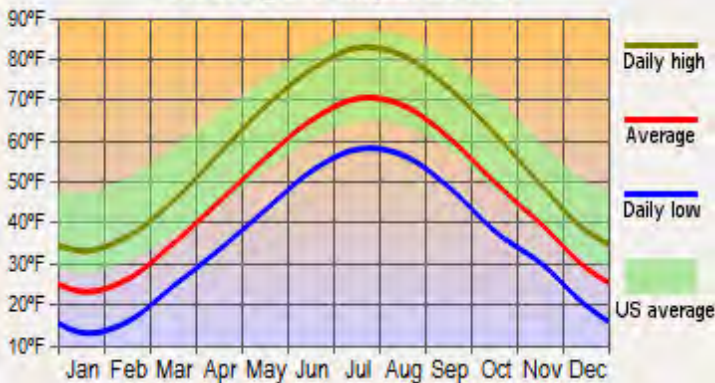
## Area (in acres)

Land	17,087
Commercial	388.7
Industrial	993.2
Institutional	318
Misc	413.2
Residential	5,356.2
Vacant	9,627.6
Watercourses	1,500
Totals	18,587

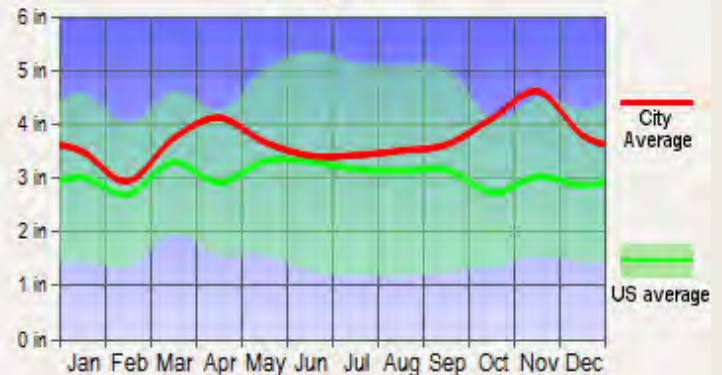
Dover is nestled between the mountains and the ocean. The community is close to the University of New Hampshire and the Pease International Tradeport. The city is a short drive to the Port of New Hampshire, the state's only deep water port, scene to industrial barges escorted by tugs, importing and exporting goods to and from the Granite State. Dover is a quick commute to the metropolitan area of Boston, and less than an hours drive to Boston's Logan International Airport and Manchester Boston Regional Airport. In addition the Amtrak Downeaster stops in Dover.

## Average Temperature, and Rainfall

### Average Temperatures



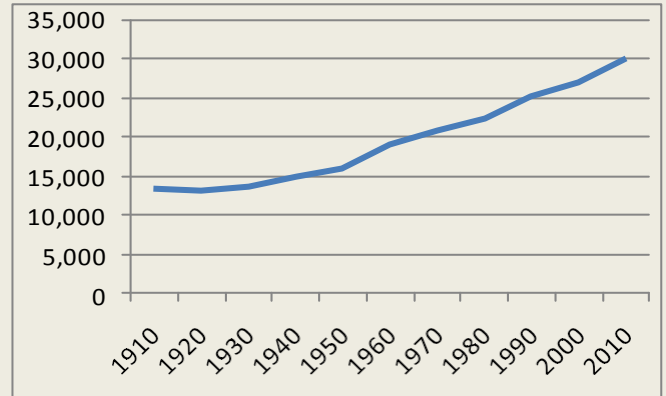
### Precipitation



# Statistics from Calendar Year 2013

## Population

	Population	Change from Preceding Census	
		Number	Percentage
1910	13,247	N/A	N/A
1920	13,029	-218	-1.6%
1930	13,573	544	4.2%
1940	14,990	1,417	10.4%
1950	15,874	884	5.9%
1960	19,131	3,257	20.5%
1970	20,850	1,719	9.0%
1980	22,377	1,527	7.3%
1990	25,042	2,665	11.9%
2000	26,884	1,842	7.4%
2010	29,987	3,103	11.5%

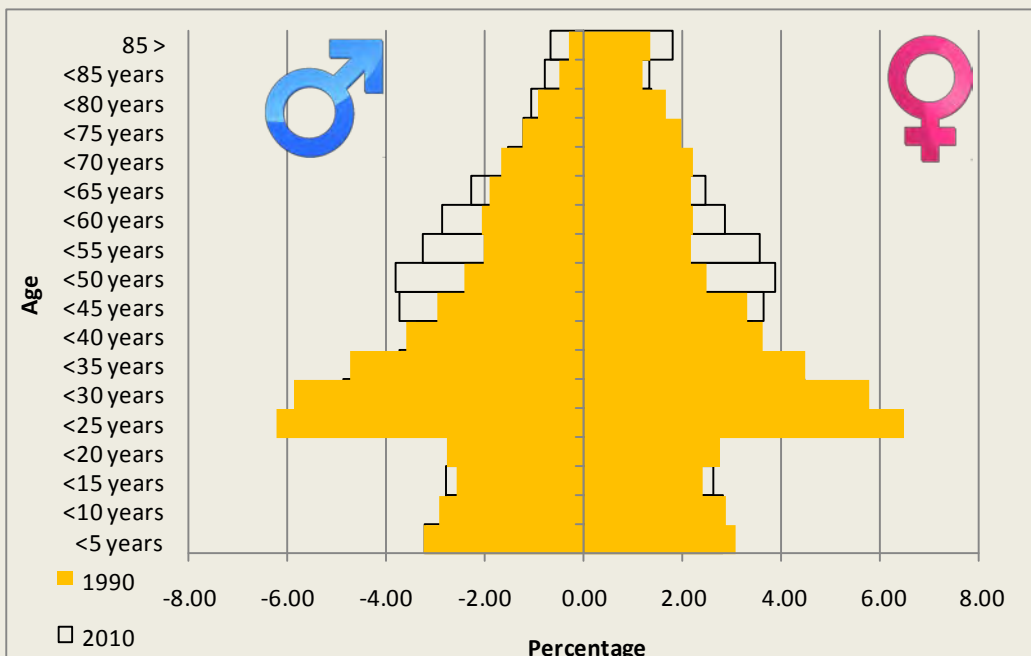


## Diversity

Total Pop	Total*	White		African American		American Indian and Alaska Native		Asian		Native Hawaiian & Other Pacific Islander		Some Other Race		Hispanic or Latino (of any race)	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%
29,987	29,307	27,155	92.7	521	1.8	59	0.2	1,371	4.7	14	0.05	187	0.6	660	2.3

\* based upon census responses

## Population Pyramid Comparison (1990 & 2010)



“DOVER ADDED 3,103 RESIDENTS BETWEEN 2000 AND 2010, THE FASTEST OF ANY COMMUNITY IN NH.”

# Detailing Dover, Demographically



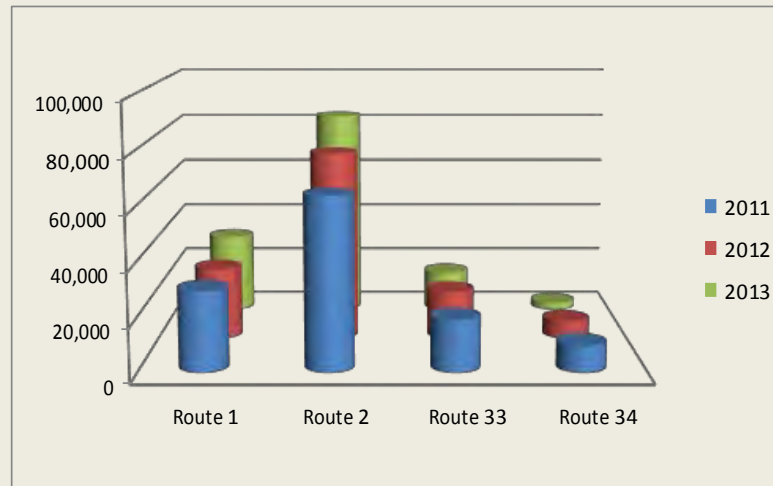
## Vital Statistics

	Births	Deaths	Marriage Licenses
2011	158	274	202
2012	168	257	214
2013	121	274	310

## Motor Vehicle Registrations

	Vehicles Registered
2011	29,280
2012	30,486
2013	30,758

## COAST Ridership (CY 2011: 2013)

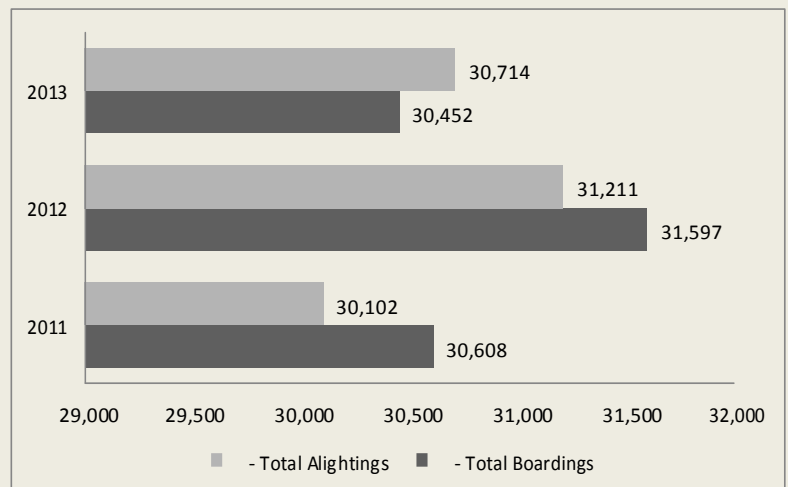


Dover is served by two main regional transportation systems, Amtrak's Downeaster service, and the Cooperative Alliance for Seacoast Transportation (COAST).

The Downeaster service runs between Boston, Ma and Brunswick Me, and stops in Dover seven times daily.

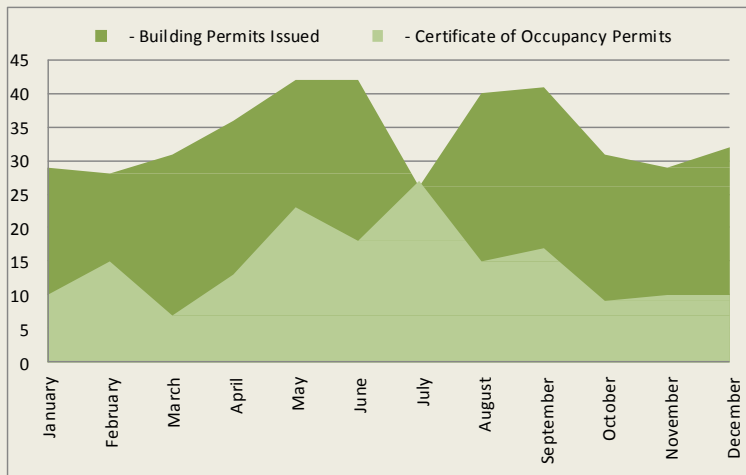
COAST runs multiple intercity bus routes throughout the Portsmouth/Dover/Rochester area, with a main junction point at the Dover Transportation Center.

## Downeaster Ridership (CY 2011: 2013)



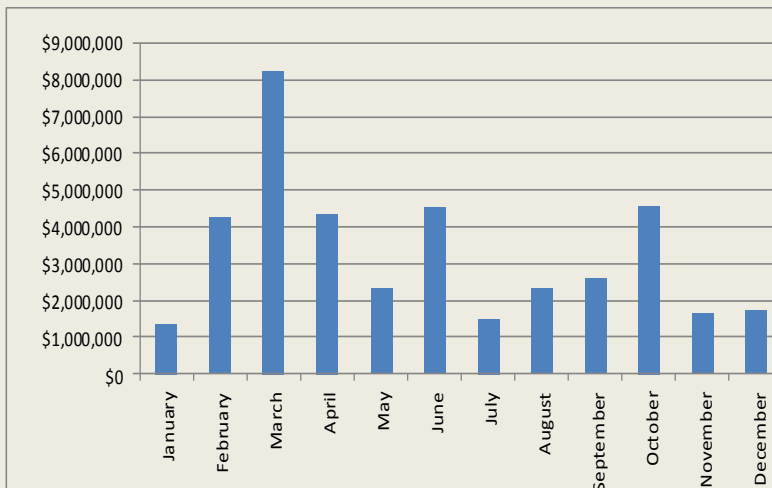
# Statistics from Calendar Year 2013

## Building Permits/Certificates of Occupancy:

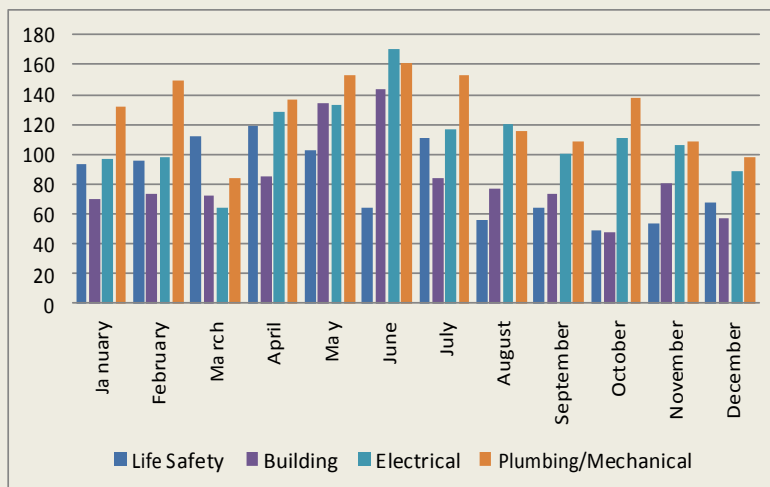


Age of Homes	Number Built
1600-1699	3
1700-1799	73
1800-1899	944
1900-1950	1576
1951-1955	442
1956-1960	767
1961-1965	426
1966-1970	158
1971-1975	372
1976-1980	380
1981-1985	578
1986-1990	821
1991-1995	278
1996-2000	558
2001-2005	792
2006-2010	349
2011-2015	189

## Monthly Total Construction Value:



## Monthly Inspections by Type:



AN AVERAGE OF **87 BURN PERMITS** WERE ISSUED, A MONTH, IN 2013 TO DOVER RESIDENTS, A **DECREASE** FROM 91 IN 2012.

## Detailing Dover, Demographically



Dover is served by:

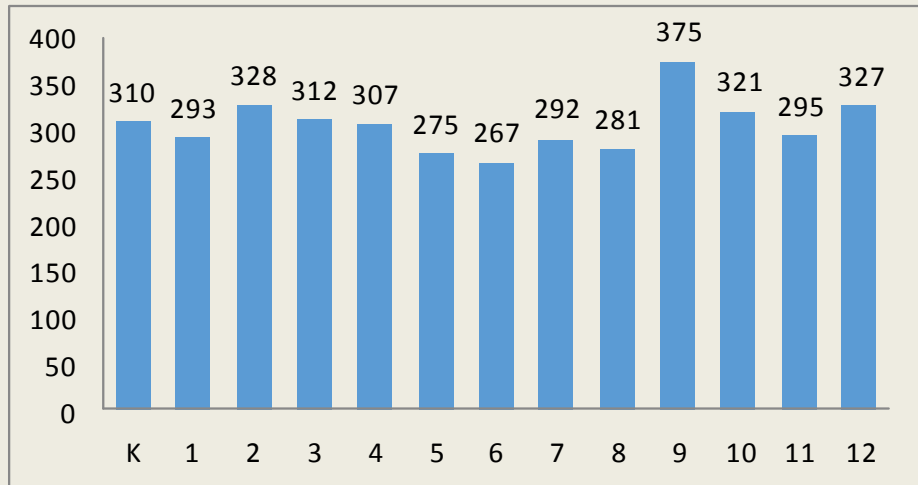
- three public elementary schools,
- one public middle school
- one public high school.

Dover High is host to a regional Career Technical Center, offering hands on training in various trades, and in 2005 it was named a New Hampshire School of Excellence.

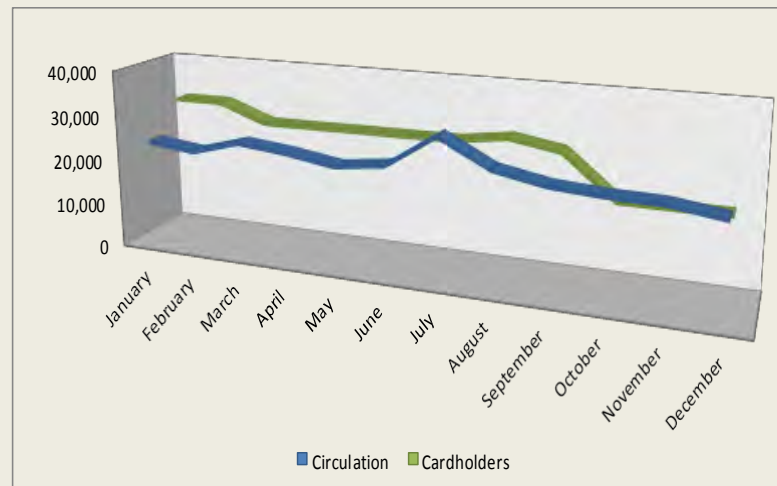
Additionally, there are two private high schools, a private elementary school and a charter high school.

“AN AVERAGE OF **606** PEOPLE A DAY VISITED THE LIBRARY, WHICH WAS OPEN AN AVERAGE OF **25** DAYS A MONTH, IN 2013”

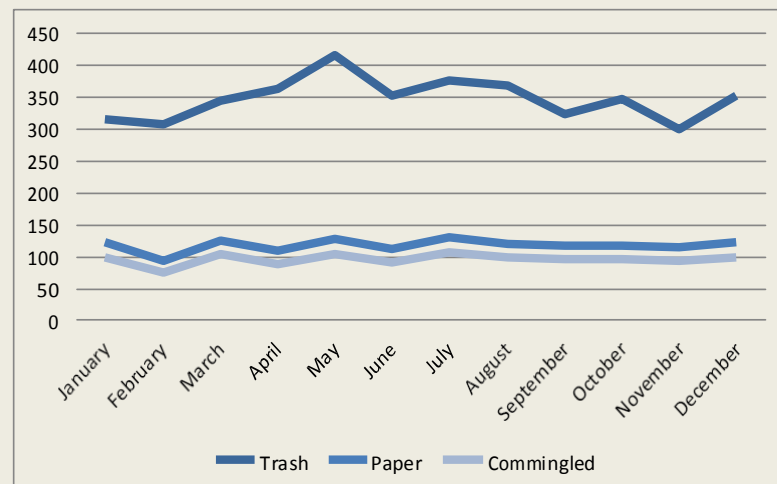
### Public Educational Enrollment School Year 2013-14



### Library Usage:

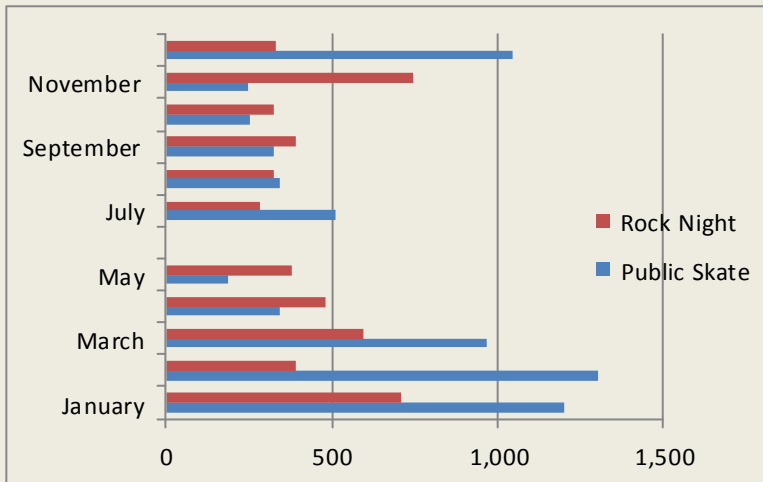


### Curbside Solid Waste/Recycling Tons Collected:



# Statistics from Calendar Year 2013

## Dover Ice Arena Usage:

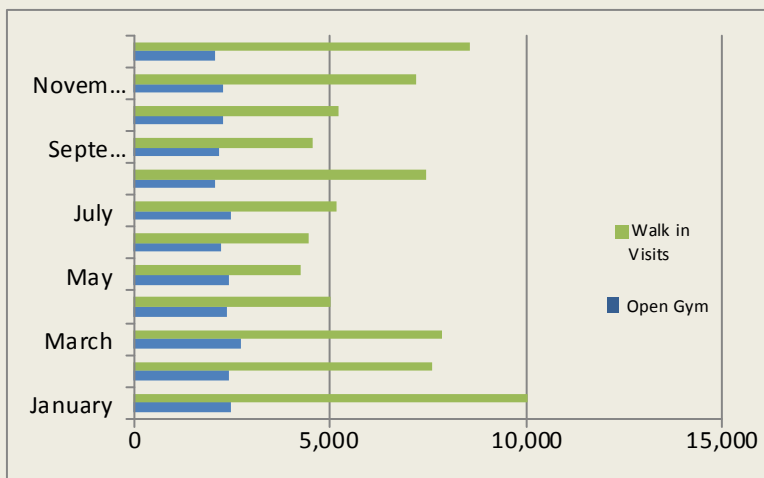


	Walk In Visitors	
	Arena	Indoor Pool
January	33,213	6,213
February	27,399	7,834
March	18,149	8,237
April	14,983	7,267
May	8,860	6,872
June	7,448	6,452
July	11,747	7,823
August	13,267	2,823
September	15,249	6,678
October	23,570	9,245
November	24,998	7,625
December	27,523	8,145

## Senior Center Usage

	2011	2012	2013
<b>Memberships</b>	489	513	556
<b>Participants on Trips</b>	782	868	879
<b>Daily Game/Class Participants</b>	9,056	10,218	11,070
<b>Walk ins, no particular activity</b>	8,428	11,009	12,275
<b>Total Number of Visitors</b>	19,504	25,267	27,873

## McConnell Center Recreation Usage:



# Detailing Dover, Demographically

## Unemployment Percentage Rates:

### EMPLOYMENT & WAGES

Annual Average                      2001      2011  
Covered Employment

#### Goods Producing Industries

**Average Employment**      2,858      1,318  
**Average Weekly Wage**      \$779      \$1,374

#### Service Providing Industries

**Average Employment**      10,425      13,491  
**Average Weekly Wage**      \$599      \$995

#### Total Private Industry

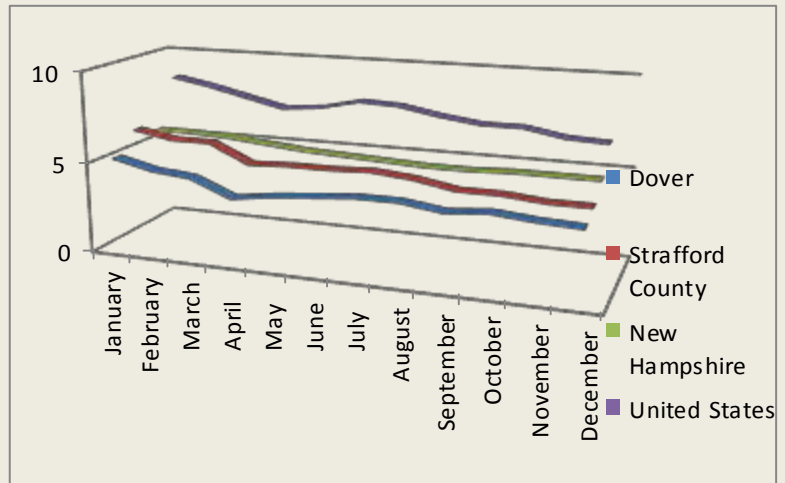
**Average Employment**      13,283      14,809  
**Average Weekly Wage**      \$638      \$1,029

#### Government (Federal, State, and Local)

**Average Employment**      1,789      1,777  
**Average Weekly Wage**      \$589      \$756

#### Total, Private plus Government

**Average Employment**      15,072      16,586  
**Average Weekly Wage**      \$632      \$999



## Welfare Usage (CY 2011: 2013)

	2011	2012	2013
<b>Number of Contacts (walk-ins only)</b>	6,227	6,143	5,451
<b># of Cases Assisted</b>	1,860	1,927	1,664
<b>Case Expenditures</b>	\$570,829	\$630,157	\$563,385

## Labor Force (Annual Average)

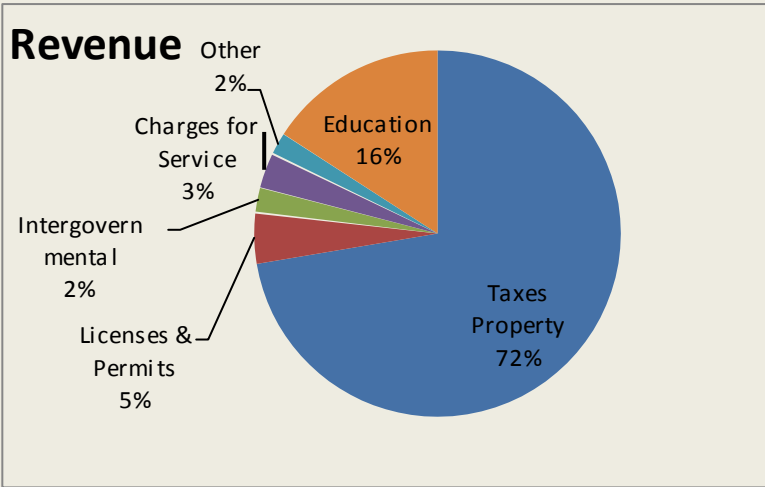
	2001	2011
<b>Civilian Labor Force</b>	16,159	18,149
<b>Employed</b>	15,684	17,319
<b>Unemployed</b>	475	830

## Annual Income (Adjusted for Inflation)

Per capita income	\$31,795
Median family income	\$80,994
Median household income	\$57,083
Median Earnings, full-time, year-round workers	
Male	\$52,604
Female	\$37,754
Families below the poverty level	6.70%

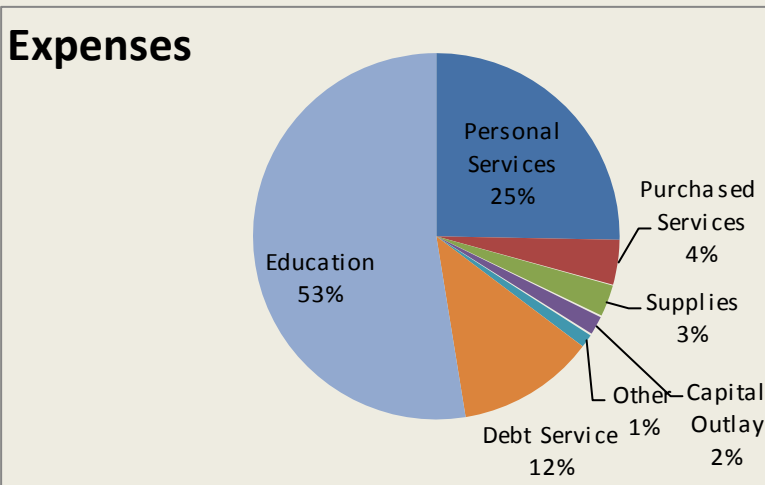
# Statistics from Calendar Year 2013

## Municipal Budget FY14

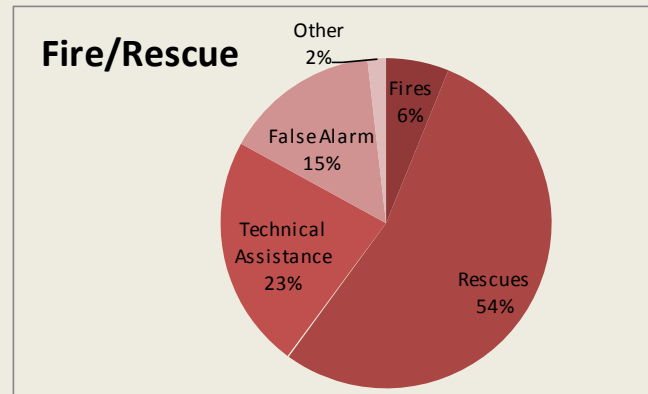
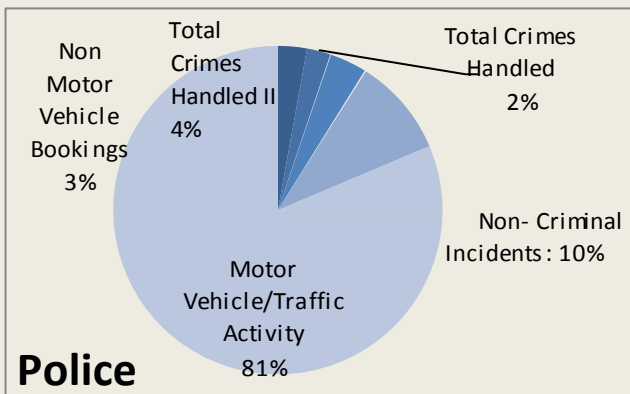


	FY12	FY13	FY14
<b>Tax Rate</b>	\$25.12	\$25.52	\$25.97
<b>Water Rate</b>	\$3.97	\$4.36	\$4.69
<b>Sewer Rate</b>	\$5.43	\$5.78	\$6.53

# of Full Time Equivalent Employees:	
Department	
Community Services	65
Executive	8
Finance	21
Fire & Rescue	60
Library	13
Planning	6
Police	77
Public Welfare	3
Recreation	31
<b>Total</b>	<b>283</b>

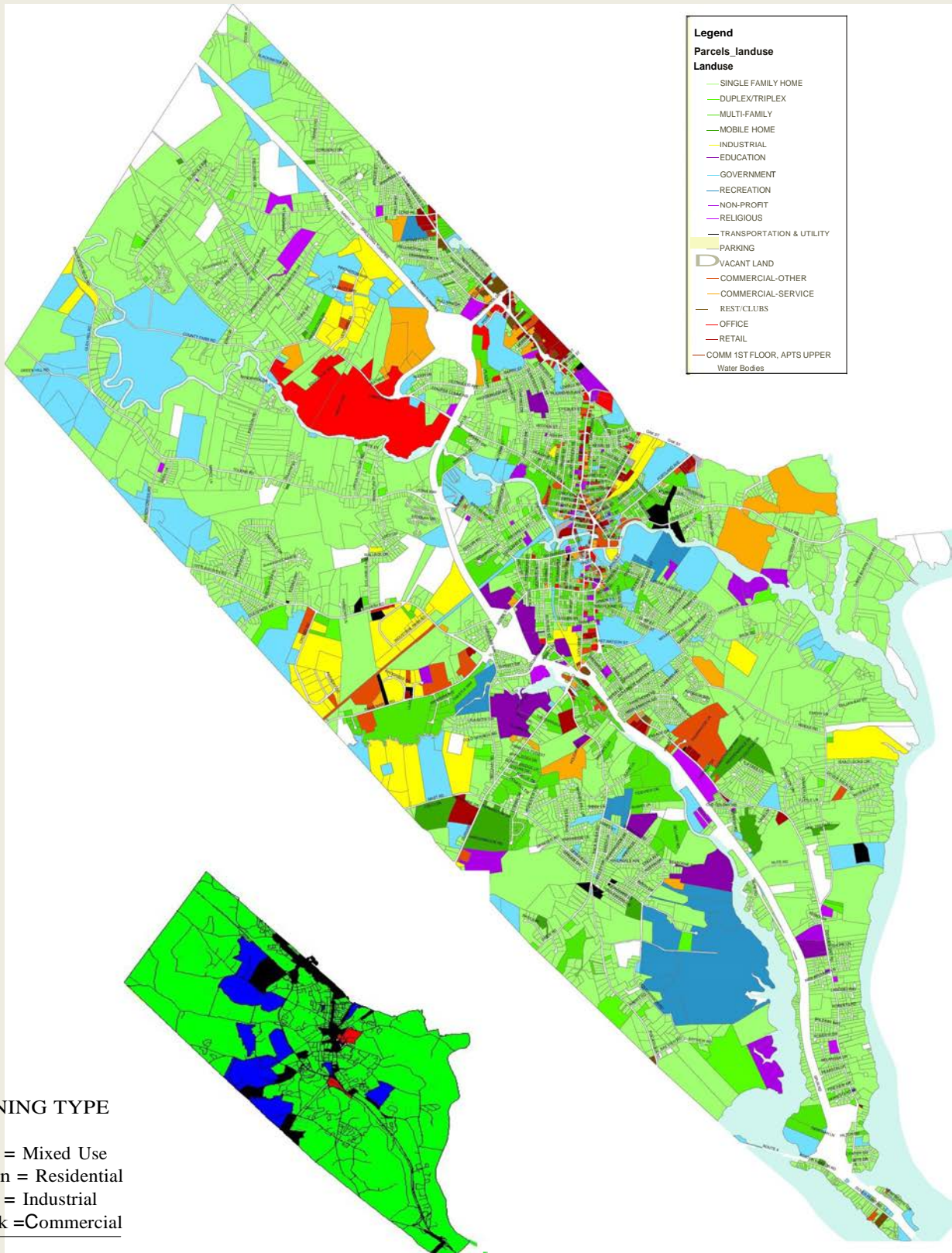


## Public Safety Service Call Areas: CY 2013



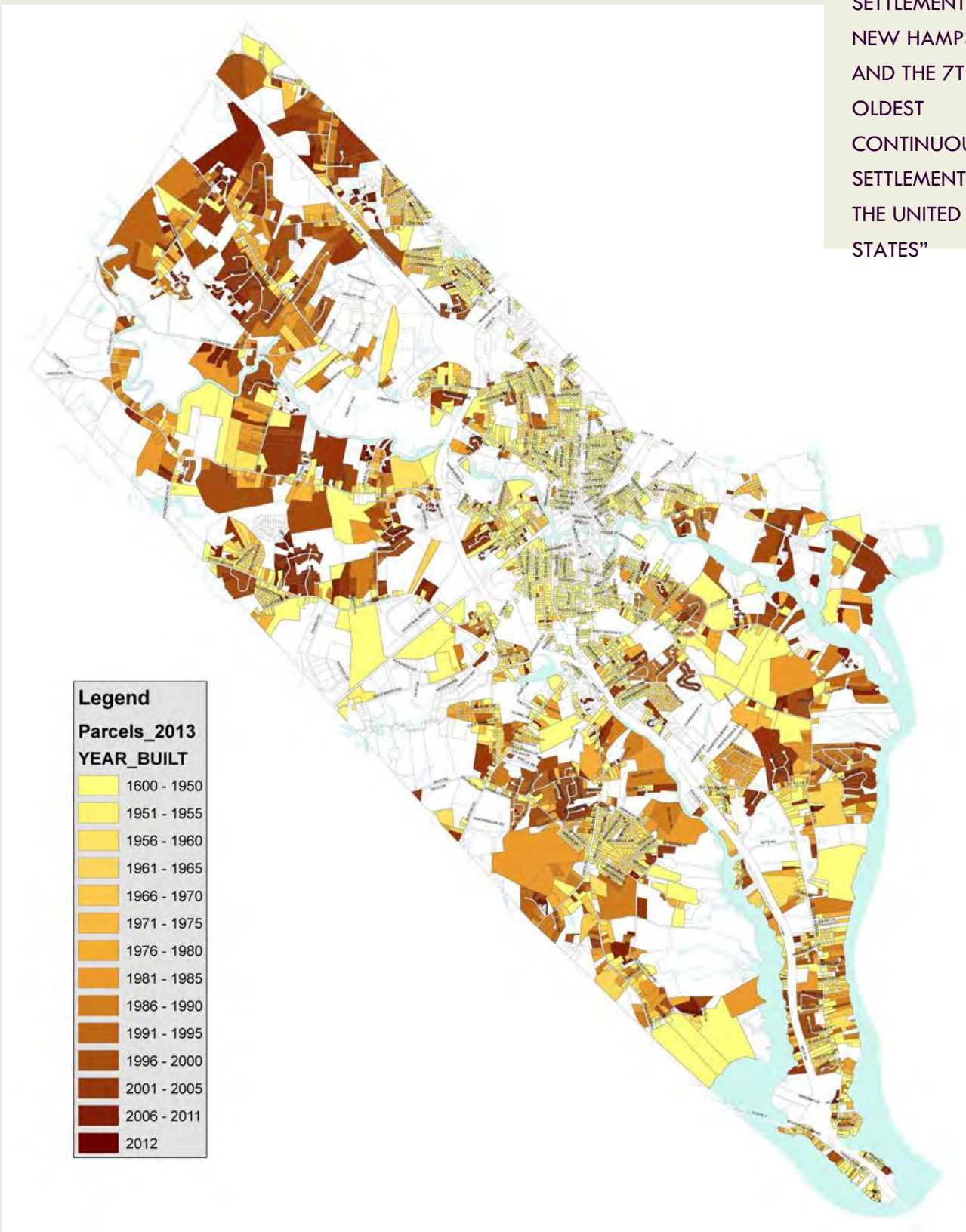
# Detailing Dover, Demographically

## Dover's Land Usage



## Dover's Residential Development Over Time

“DOVER IS THE OLDEST SETTLEMENT IN NEW HAMPSHIRE AND THE 7TH OLDEST CONTINUOUS SETTLEMENT IN THE UNITED STATES”





**Dover: First in New Hampshire, First With You**

**A COMMUNITY PROFILE**

Prepared By:

Department of Planning and  
Community Development  
Municipal Building  
288 Central Avenue  
Dover, NH 03820

Phone: 603-516-6008  
c.parker@dover.nh.gov  
www.dover.nh.gov

**Dover's Strategic Priorities: Dover's Focus Areas:**

- Obtain a financially-and environmentally- reasonable permit for the wastewater treatment plant
- Increase non-property-tax revenue sources and control expenses
- Enhance communication to all stakeholders to engender public trust
- Foster Economic Development
- Public Education
- Economic Development
- Public Safety
- Public Infrastructure
- Fiscal Stewardship



**Dover's Core Values:**

- Customer-Focused Service – We engage our customers, with a focus on listening to and supporting their needs, anticipating and delivering high quality services and ensuring their satisfaction.
- Integrity – We conduct ourselves at all times in a manner that is ethical, legal and professional, with the highest degree of honesty, respect and fairness.
- Innovation – We develop creative solutions and share leading practices that enhance the value of services provided for our customers.
- Accountability – We promote openness and transparency in our operations ensuring that we are accountable for our actions at all times.
- Stewardship – We serve as trusted stewards of the public's financial, environmental, social and physical resources always seeking to responsibly utilize, conserve and sustain for current and future generations.

**Dover Has:**

- 30,168 People
- 28.87 square miles of land
- 50 miles of river frontage
- An average elevation of 80'
- 6 Wards
- Avg # of residents per ward: 5,000
- Over 900 fire hydrants
- Over 130 miles of public streets
- Over 70 acres of parkland
- Three elementary schools, one middle school, one high school
- Services: Full emergency services (police, fire and ambulance); city water and sewer; public and private solid waste disposal; a recycling program; electricity and natural gas through utilities.





# THE CITY MANAGER'S REPORT

*June 11, 2014*

*Month Reporting on: May 2014*

*"Preconceived notions are the locks on the door to wisdom."*

Merry Browne

**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:

- Durham – Agenda materials
- New York – Contract for residential solid recyclable waste
- Alton – Report of Ethics Commission on ethics complaint
- Dover – Increase in cost for five (5) day work week
- Alton – Correspondence between Legal Dept & committees
- Durham – Agenda materials

## 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:** Trees/bushes question; Audio recording; Agenda material tracking; Filed answer and appearance in Strafford County Superior Court regarding lawsuit filed by Jeffrey T. Clay

**Community Services:** DES waiver request; Sewer service; Tree cutting; Welfare subpoena; Utility waiver request

**Finance:** Contracts; Change orders; Legal reviews; Liens/discharges; Foreclosure; PLC claim; Contracts limitation of damages

**Police:** Sex offender residency ordinance

**Planning:** Cemetery violation; Electronic signs; Parking lot deeds; Homeowner’s Association By-Laws; Boundary line issue

**Recreation:** Review of dog ordinance; Electronic cigarette issues

**Schools:** Right to Know request; Litigation

**Public Welfare:** AR 2-5 Smoke Free Work Environment

## 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	30	220	302	360
Document Creation/Review	24	151	145	126
Right to Know Requests Processed	6	68	43	61
Resolutions	1	42	31	23
Ordinances	1	13	14	12

# Economic Development

by Dan Barufaldi

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**S**ummary: Regional contacts continue to report modest increases in revenues and sales. Several sectors, including low end retail and residential housing sales, report incremental improvement following the negative effects of earlier severe winter weather. Companies locally report minimal to moderate increases in hiring while regional hiring remains flat. Wage increases are in the 1.5-2% range with 2.1% increases in benefits. Price pressures remain muted overall but a few contacts report specific items for which prices are rising or expected to rise including oil, natural gas, pork, beef and some dairy and produce items due to the California and Texas droughts. The outlook remains cautiously optimistic despite a first quarter national GDP growth in the 0.1% range. The outlook for Q2, 2014 is more positive. Dover's unemployment rate now stands at 3.5%.

**S**oftware and Information Services: Regional software and information technology services report stronger- than- anticipated business activity, with revenue growth exceeding earlier forecasts. Those involved with payment and banking software are experiencing double digit growth as smaller banks rush to gain operating efficiencies to remain cost competitive with the larger banks.

Wages remain steady with merit increases in the low single digit range. Selling prices and capital and technology spending are largely unchanged. The outlook in these services is for cautious optimism through the second quarter. Most express some concern about the third world and

European macroeconomic conditions and the uncertainty surrounding healthcare reform and the ACA in the United States.

**C**ommercial Real Estate: Commercial real estate activity was mixed across the region, but leasing fundamentals were stable for the most part in recent weeks. Land sales continue to have momentum locally. Investment demand for commercial real estate remains strong. Leasing fundamentals maintained a very slow pace of improvement in recent weeks, consistent with minimal-to-slow employment growth. A small amount of speculative office construction as part of mixed use building is now being done. 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 and Medicaid expansion costs 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.

While contacts are mostly optimistic about the outlook in local and regional markets, some down-side risks are noted

including some macroeconomic uncertainty from weak employment reports nationally, the uncertain future of interest rates, the fallout from the unrest in the Ukraine, Venezuela, and Syria. Other restraining factors include rising construction and maintenance costs, and the NH mid-term elections.

**Residential Real Estate:** The region and Dover experienced a downturn for unit sales of single family houses and condo's at the end of 2013. NH experienced a decline in sales. Scarce inventory is the most likely culprit in the NH decline in this category, but uncertainty about new qualified mortgage rules and an anticipated huge increase in flood insurance premiums are also probable factors in making potential buyers cautious about making buy offers. Median sale prices in NH and in Dover increased again in the period. Pending sales strongly suggest the market for single family houses and condo's is off to a good start in 2014. While Dover sales look good going forward, it is clear that winter weather in Q1 depressed near-term sales.

**Manufacturing & Related Services:** A few local manufacturers are reporting lower sales than the same period a year ago due to a falloff in export sales. Sales to DOD are up vs. Q1. Some electrical component manufacturers report a slowing of sales as residential and commercial building was hampered by the severe weather and the rising interest and loan thresholds. The direct effect of the storms cost a few days of production and outdoor building activity. Semiconductor sales continued strong. Locally, it appears that residential construction use of manufactured components will increase as the weather constraint abates because one of the factors slowing local home sales is the lack of inventory. The news on manufacturers' inventories is mixed. Virtually all local manufacturing firms report stable 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 still doing well. A semi-conductor firm reports strengthening sales after recent declines. A few local firms that reported being materially affected by sequestration 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. The approval of the K46 air tankers wing at the Pease Airport National Guard base is expected to bring several \$100 million into the NH and Seacoast economies as the full build out is made. Many manufacturers are reducing inventories and those in aerospace component manufacturing are experiencing strong cost reduction pressure from aerospace OEMs. The commercial air fleet is scheduled to need 38,000 new more highly efficient aircraft to compete successfully in the next 20 years. This bodes well for the Dover/Rochester/ Somersworth region with Albany International and Safran in place and expanding. NASA business appears back on track. The recently formed NH Aerospace and Defense Consortium (NHADEC) is putting together a working consortium with Montreal aerospace and supplier companies with our own companies in those categories. A signing ceremony with the DRED Commissioner and the Mayors of Dover, Portsmouth, Rochester, Somersworth, and the Executive Director of Pease Tradeport with the head of the Quebec Aerospace Consortium has been held.

No local manufacturers report any major pricing pressures except for the lack of natural gas pipeline capacity which is driving up both natural gas and

electrical energy costs. Lack of investment in this infrastructure in New England will increasingly impinge on the cost of doing business in NH.

Very few manufacturers are growing staff with the uncertainty about healthcare reform costs and the optimal permanent/ temporary employment ratio with the Affordable Care Act (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 is increasing inventories substantially to handle anticipated higher sales. No major capital spending actions across the sector, but three local manufacturers are contemplating new expanded buildings for their businesses. Regional manufacturers are guardedly optimistic.

**Retail & Tourism** This round retail contacts report 2013 fiscal year-ends in December or February. Most report 2013 year-over-year sales increases ranging from 3% to mid-single digits. Several report continued positive results so far in 2014, but many more local merchants and restaurants report significant slowing during the last month due to the less than balmy weather. Home furnishing sales continued strong. Downtown parking transactions continue at a moderately high rate. Local prices remain steady overall with some increases in apparel prices as a rise in foreign material and labor costs are being experienced. Local retailers expect continued improvement in economic conditions and consumer sentiment in 2014 after a Q1 pause, but all feel the situation is still fragile.

Local hotels, back on track after major room sets off-line due to water damage or other renovations are doing very well.

Our one downtown inn has been sold, will go through major renovation, a partial split into condo-ization and a major rebranding. The downtown hotel continues to do quite well on occupancy, but not so well on rates. Museums, restaurants and other tourism venues continue to be adversely affected due to the less-than optimal weather during Q1 and part of Q2, 2014. This is true for the whole Eastern seaboard.

**Staffing Services:** Business conditions in this industry sector have softened in the last few months due to the holiday season and the large number of storms in our area. While revenues are up slightly year-over-year, they are down on a quarter-to-quarter basis. Despite the recent problems, labor demand remains strong across most industries, particularly in software, engineering, legal, specialty manufacturing, and healthcare sectors. Demand has softened in the defense sector. There is a shortage of qualified candidates to fill positions in nursing, specialized manufacturing, and IT. This reflects a mismatch of skills. Firms are now using social media to reach more candidates. The temporary to permanent conversion rate remains moderately strong but did taper off in Q1 and Q2. Bill and pay rates have generally held steady with a few upticks in both categories. Staffing contacts are optimistic that growth will accelerate as the weather improves. Most expect mid-single-digit revenue growth through the next months. Several firms are concerned about the continued uncertainty surrounding healthcare reform and the ACA.

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

# Total Permits Issued: May 2014

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
13-373	MAGLARAS	31	COCHECHO STREET	ENCLOSE REAR SEATING AREA	C	24	139	26000	285
14-073	CHINBURG BUILDERS INC.	1	WASHINGTON STREET	SUITE 108 & 234	C	23	14	50000	525
14-081	FEDERAL CIGAR	284	CENTRAL AVENUE	INT. RENO., CONST. A SMALL WORK AR	C	9	14	10000	125
14-089	FMX, LLC	1	EDUCATION WAY	FOUNDATION ONLY (FORMAX)	C	E	31	85000	875
14-092	DOVER STATION CONDO	67	FIFTH STREET	UNIT 10, CONST. A PRIVACY SCREEN	C	31	94	2000	45
14-095	KOGLIN	44	DOVER POINT ROAD	REMODEL/RENOV. THE ENTRANCE ARE	C	K	24A	6000	85
14-106	SARNIA PROPERTIES INC.	340	CENTRAL AVENUE	REPLACE EXTERIOR WINDOWS	C	2	40 &	8000	105
14-112	ANABEL WOLD, LLC	18-20	THIRD STREET	REPAIR WATER DAMAGE INA RESTAUR	C	16	37	12000	145
14-116	FEDERAL SAVINGS BANK	633	CENTRAL AVENUE	INT. RENO. OF 1ST FLOOR	C	27	143	281000	12835
14-155	SAUNDERS	50	BROADWAY	RENOV. & CHANGE OF USE TO BEAUTY	C	27	65	11000	135
14-159	HANNAFORD BROTHERS	30	GRAPEVINE DRIVE	MINOR INTERIOR RENOVATIONS	C	H	4-3	30000	325
14-005	THORNWOOD COMMONS LLC	7	TERESA DRIVE	NEW CONST. SFD WITH ATT. GARAGE	R	K	19-1-3	195000	1975
14-009	CHANGING PLACES, LLC	18	TERESA DRIVE	NEW CONST. SFD WITH ATT. GARAGE	R	K	19-1-1	195000	1975
14-075	MCINTOSH	73	BELLAMY ROAD	CONST. A ONE STORY ADDITION FOR A	R	H	4-0	130000	1325
14-084	COULP-YU	28	BELLAMY ROAD	REMODEL A BATHROOM	R	H	13A	5400	85
14-085	SHEN	88	BOXWOOD LANE	REPAIR WATER DAMAGE	R	B	21-29	70000	725
14-090	DEYEK	40	MELODY TERRACE	FINISH SPACE IN BASEMENT FOR ADD.	R	G	24J-1	31200	345
14-091	LEMIRE	25	TUTTLE LANE	REPLACE EXT. WINDOW UNITS	R	M	68D	12800	155
14-099	PAUL W. CAIN INVESTMENTS	70	HIDDEN VALLEY DRIVE	NEW CONST. SFD WITH ATT. GARAGE	R	I	94C-2	247000	2495
14-100	MCALISTER	7	LISA BETH DRIVE	INSTALL A STORAGE SHED	R	H	66	3600	65
14-102	DOMINQUES	159	LITTLEWORTH ROAD	INT. REMODELING & KITCHEN RENOVA	R	F	16A-1	36000	385
14-103	BREWSTER	65	BACK RIVER ROAD	CONST. TWO SIDE DORMER ADDITIONS	R	I	54B	5000	75

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
14-104	MURRAY	55	MAPLE STREET	CONST. A REAR ADD. ONTO A STORAGE R	R	30	23	67000	695
14-105	VANGUILDER	133	COTTONWOOD DRIVE	CONST. A REAR SCREEN PORCH ADD'N R	R	B	4-54	20000	145
14-109	CROCKETT	1	CRANBROOK LANE	CONST. A REAR DECK ADDITION	R	D	8A	14000	165
14-110	COCHRAN, ANDY	118	MOUNT VERNON STREET	CONST. A REAR ADD., 2 DECKS & RENO. R	R	29	77	116000	1185
14-111	ANDRES	205	HENRY LAW AVENUE	CONST. A FRNT. PORCH ADDITION	R	21	26-36	12000	145
14-115	BAILLARGEON	92	WATERLOO CIRCLE	FINISH BASEMENT FOR ADD. LIVING AR R	R	M	76-15	30000	325
14-117	KAREN THORPE	3	HUBBARD ROAD	REMO. & REPLC/CONST. REAR DECK A	R	K	18-A-	13000	155
14-118	LARKEY	86	PARK STREET	INT. & EXT. RENOVA./RMDLING OF A SF R	R	27	232A	45500	485
14-119	THORNWOOD COMMONS, LLC	10	MADELYN DRIVE	CONST. A SFD WITH ATT. GARAGE	R	M	4-27	195000	1975
14-12	CHANGING PLACES	12	TERESA DRIVE	NEW CONST. SFD WITH ATT. GARAGE	R	K	19-1-1	195000	1975
14-127	GRAY	2	ASH STREET	CONST. A REAR DECK ADDITION	R	30	141B	2000	45
14-128	PITTS	58	ATKINSON STREET	CONST./INSTALL A ROOF MOUNTED SO	R	9	69	17000	195
14-129	REDDEN	2	PINE CREST LANE	RMV/FILL IN INGROUND SWIMMING PO	R	38	41	0	25
14-131	PORTER	5	OLD STAGE ROAD	ADDRESS IS 5A, INSTALL AN ABOVE GR	R	F	61	10300	125
14-136	CARTER	34	SULLIVAN DRIVE	CONST. A REAR PORCH W/DECK ADDITI	R	D	5-13	12000	145
14-138	THOMAS	9	IRONWOOD LANE	INSTALL A ROOF TOP SOLAR ARRAY	R	B	4-65	20000	225
14-140	COOPER	4	HUBBARD ROAD	FINISH THE BASEMENT FOR ADD. LIVIN	R	K00	A0000	35000	375
14-141	EVANS	3	AUTUMN STREET	CONST. A DETACHED GARAGE	R	34	1-17A	52000	545
14-142	MAYRAND	15	ARLINGTON DRIVE	INSTALL AN INGROUND SWIMMING PO	R	F	18F-2	47000	495
14-144	DANIELS	22	GRANDVIEW DRIVE	CONST. A FRONT FARMERS PORCH AD	R	F	43-8	8000	105
14-146	QUINTAL	364	TOLEND ROAD	REPLACE DOOR & WINDOWS, NEW STE	R	F	11C	8700	115
14-150	MILWARD	18	POLLY ANN TRAILER PARK	REMOVE 2 STORAGE SHEDS; REPLACE	R	M	47C	5000	75
14-153	GELLERSON	49	FRENCH CROSS ROAD	INSTALL AN ABOVE GROUND SWIMMIN	R	C	39A-2	2000	45
14-154	MCINTYRE	47	WALLACE DRIVE	INSTALL AN ABOVE GROUND POOL	R	G	29-8	2200	45
14-158	GIGUERE	26	DANIELLE LANE	INSTALL AN ABOVE GROUND POOL	R	I	49-28	8000	105

<b>Permit #</b>	<b>Owner's Last Name</b>	<b>Street #</b>	<b>Street</b>	<b>Description</b>	<b>Type</b>	<b>Map</b>	<b>Lot</b>	<b>Construction Value</b>	<b>Fee</b>
B14-014	CHANGING PLACES, LLC	8	TERESA DRIVE	NEW CONTS. SFD WITH ATT. GARAGE	R	K	19-1-1	195000	1975

**Total Permits Issued:** 48

**Total Construction Value:** \$2,583,700.00

**Total Fees Collected:** \$36,980.00

<b>Type of Permits Issued</b>		<b>Certificate of Occupancy's</b>	
Commercial	0	Change of Use	0
Commercial Renovations	9	Commercial	2
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	1	Renovations	3
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	6	Single Family Dwellings	8
Renovations Dwelling Unit	29	Accessory Dwelling Unit	1
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	0		
		<b>Total</b>	<b>14</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	4	16	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	7	3	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	10	6	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	36	36	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	1	2	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>176</b>	<b>102</b>									<b>103</b>
<b>TOTAL APPROVED UNITS</b>			<b>612</b>	<b>350</b>	<b>262</b>									<b>118</b>
<b>Elderly:</b>														
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	62	55	7	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	36	27	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>91</b>	<b>34</b>									
<b>APPROVED = ELDERLY</b>			<b>737</b>	<b>441</b>	<b>296</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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May 2014 Purchase Orders

DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	5/6/2014	201411018	EOS / BSC - UNIVERSITY OF NH	\$5,000.00
Community Services Department	5/7/2014	201411032	FISHER AUTO PARTS 451 / FED. AUTO PARTS	\$5,045.21
Fire and Rescue	5/21/2014	201411623	STATE OF NH-DOT	\$5,475.40
Community Services Department	5/6/2014	201411014	ROCHESTER TRUCK REPAIR, LLC	\$5,600.00
Fire and Rescue	5/6/2014	201411019	MEDPRO US, INC. dba	\$5,820.00
City Finance Office	5/7/2014	201411039	PUBLIC SERVICE CO OF NH-CITY	\$5,825.44
Community Services Department	5/12/2014	201411173	NORMAN R. GAGNON CONSTRUCTION, LLC	\$6,090.00
Executive	5/21/2014	201411619	GOVCONNECTION, INC.	\$6,122.69
City Finance Office	5/14/2014	201411264	PUBLIC SERVICE CO OF NH-CITY	\$6,364.86
Police	5/20/2014	201411451	STATE OF NH-DOT	\$7,361.44
Community Services Department	5/21/2014	201411647	STATE OF NH-DOT	\$7,671.78
Executive	5/13/2014	201411218	CDW GOVERNMENT, LLC	\$9,412.60
City Finance Office	5/7/2014	201411047	BAYRING COMMUNICATIONS	\$9,438.94
Executive	5/28/2014	201411800	SHEEHAN, PHINNEY, BASS & GREEN	\$9,534.30
Community Services Department	5/21/2014	201411621	NORTRAX EQUIPMENT COMPANY	\$9,608.78
Community Services Department	5/21/2014	201411645	HANSCOMS TRUCK STOP, INC.	\$11,932.00
Community Services Department	5/12/2014	201411172	NORMAN R. GAGNON CONSTRUCTION, LLC	\$12,305.00
Community Services Department	5/28/2014	201411798	NORMAN R. GAGNON CONSTRUCTION, LLC	\$12,425.00
City Finance Office	5/7/2014	201411038	PUBLIC SERVICE CO OF NH-CITY	\$12,475.57
Community Services Department	5/21/2014	201411620	NORMAN R. GAGNON CONSTRUCTION, LLC	\$12,965.00
City Finance Office	5/21/2014	201411646	PUBLIC SERVICE CO OF NH-CITY	\$17,592.63
Community Services Department	5/6/2014	201411017	CONCORD WINWATER, INC.	\$19,623.90
City Finance Office	5/28/2014	201411845	PUBLIC SERVICE CO OF NH-CITY	\$26,927.37
City Finance Office	5/7/2014	201411041	PUBLIC SERVICE CO OF NH-CITY	\$29,617.26
Executive	5/15/2014	201411400	CCMSI	\$30,890.23
Community Services Department	5/21/2014	201411643	CITY OF DOVER-WATER~SEWER DEPT.	\$33,240.10
Planning	5/7/2014	201411048	7TH SETTLEMENT BREWERY, LLC	\$110,000.00
Community Services Department	5/28/2014	201411801	VHB, INC	\$298,400.00

# City of Dover

## Bid Solicitation Report

### For May 2014

6/2/2014

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				Silver Street Reconstruction	
B14061	05/01/2014	05/28/2014			
Executive				Employee Performance Evaluation Application	
B14062	05/06/2014	05/28/2014			
Finance				Stationery	
B14051	05/06/2014	06/03/2014			
Community Services				Crack Sealing Services	
B14055	05/12/2014	06/04/2014			

# City of Dover

## Bid Solicitation Report

### For May 2014

6/2/2014

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				Catch Basin Cleaning Services	
B14059	05/12/2014	06/05/2014			
Fire and Rescue				Self Contained Breathing Apparatus	
B14064	05/12/2014	06/04/2014			
Community Services				Roll Off Container	
B14063	05/12/2014	06/12/2014			
Recreation				Recreation Summer Staff Uniforms	
Q14-019	05/12/2014	05/28/2014			
Community Services				Chemical Aqueous Corrosion Inhibitor	
B14069	05/19/2014	06/12/2014			

# City of Dover

## Bid Solicitation Report

### For May 2014

6/2/2014

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				Bituminous Concrete Asphalt Picked Up	
B14065	05/19/2014	06/03/2201			
Recreation				Various Chemicals	
B14068	05/19/2014	06/05/2014			
Executive				Sale of Watson Road Bridge	
B14060	05/19/2014	06/04/2014			
Community Services				On Site Grinding of Municipal Brush and Tree Waste	
B14071	05/19/2014	06/11/2014			
Community Services				Plastic Recycling Bins	
B14066	05/19/2014	06/05/2014			

# City of Dover

## Bid Solicitation Report

### For May 2014

6/2/2014

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				Specialized Municipal Legal Services	
B14070	05/19/2014	06/04/2014			
Community Services				Surveying Services	
B14072	05/21/2014	06/17/2014			
Executive				Dover Downtown marketing Plan Consulting Services	
B14038	05/22/2014	06/24/2014			

**Total for**

**Grand Total All Departments**

# City of Dover

## Revenues of Major Funds May 31, 2014

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
<b>REVENUES</b>								
1000 General Fund								
Taxes	\$ 68,454,813	\$ 21,808,154	\$ 59,179,050	86.0%	\$ 9,275,763	\$ -	\$ 9,275,763	(13.6)%
Licenses & Permits	4,292,780	501,191	5,216,601	122.0	(923,821)	-	(923,821)	(21.5)
Intergovernmental	2,016,440	-	1,953,180	97.0	63,260	-	63,260	3.1
Charges for Services	3,009,253	116,460	2,865,741	95.0	143,512	-	143,512	4.8
Miscellaneous Revenue	1,221,805	22,894	910,888	75.0	310,917	-	310,917	25.4
Education	11,650,632	1,430,004	11,094,678	95.0	555,954	-	555,954	4.8
Operating Transfers In	327,688	-	102,833	31.0	224,855	-	224,855	68.6
Sub-total : 1000 General Fund	\$ 90,973,411	\$ 23,878,703	\$ 81,322,973	89.0%	\$ 9,650,438	\$ -	\$ 9,650,438	10.6%
3213 Parking Activity Fund								
Licenses & Permits	\$ 101,280	\$ 6,588	\$ 91,112	90.0%	\$ 10,168	\$ -	\$ 10,168	10.0%
Parking Income	310,000	39,068	322,318	104.0%	(12,318)	-	(12,318)	- 4.0%
Parking Fines	150,000	15,076	140,448	94.0%	9,553	-	9,553	6.4%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 60,732	\$ 553,878	99.0%	\$ 7,402	\$ -	\$ 7,402	1.3%
3320 Residential Solid Waste Fund								
Charges for Services	\$ 950,663	\$ 73,209	\$ 824,434	87.0%	\$ 126,229	\$ -	\$ 126,229	13.3%
Miscellaneous Revenue	0	2	404	0.0	(404)	-	(404)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 73,211	\$ 824,838	87.0%	\$ 125,825	\$ -	\$ 125,825	13.2%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 625,628	\$ 21,329	\$ 524,694	84.0%	\$ 100,934	\$ -	\$ 100,934	16.1%
Operating Transfers In	168,110	-	142,526	85.0	25,584	-	25,584	15.2
Sub-total : 3381 McConnell Center	\$ 793,738	\$ 21,329	\$ 667,220	84.0%	\$ 126,518	\$ -	\$ 126,518	15.9%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 428,123	\$ 26,423	\$ 321,954	75.0%	\$ 106,169	\$ -	\$ 106,169	24.8%
Miscellaneous Revenue	18,000	395	4,420	0.3	\$ 13,580	-	13,580	75.4
Operating Transfers In	15,500	-	1,540	10.0	13,960	-	13,960	90.1
Other Financing Sources	119,100	-	-	0.0	119,100	-	119,100	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 26,818	\$ 327,914	56.0%	\$ 252,809	\$ -	\$ 252,809	43.5%
5300 Water Fund								
Charges for Services	\$ 4,828,014	\$ 348,989	\$ 4,224,377	87.0%	\$ 603,637	\$ -	\$ 603,637	12.5%
Miscellaneous Revenue	25,500	18,107	120,811	474.0	(95,311)	-	(95,311)	(373.8)
Sub-total : 5300 Water Fund	\$ 4,853,514	\$ 367,096	\$ 4,345,188	90.0%	\$ 508,326	\$ -	\$ 508,326	10.5%
5320 Sewer Fund								
Intergovernmental	\$ 6,240	\$ -	\$ -	0.0%	\$ 6,240	\$ -	\$ 6,240	100.0%
Charges for Services	5,692,809	398,162	4,644,641	82.0	1,048,168	-	1,048,168	18.4
Miscellaneous Revenue	36,000	8,410	92,537	257.0	(56,537)	-	(56,537)	(157.0)
Other Financing Sources	1,012,476	-	-	0.0	1,012,476	-	1,012,476	100.0
Sub-total : 5320 Sewer Fund	\$ 6,747,525	\$ 406,572	\$ 4,737,178	70.0%	\$ 2,010,347	\$ -	\$ 2,010,347	29.8%
6100 Dovernet Fund								
Charges for Services	\$ 513,481	\$ -	\$ 450,647	88.0%	\$ 62,834	\$ -	\$ 62,834	12.2%
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	\$ -	\$ 475,647	75.0%	\$ 162,123	\$ -	\$ 162,123	25.4%
<b>Total : REVENUES</b>	<b>\$ 106,098,624</b>	<b>\$ 24,834,460</b>	<b>\$ 93,254,835</b>	<b>88.0%</b>	<b>\$ 12,843,789</b>	<b>\$ -</b>	<b>\$ 12,843,789</b>	<b>12.1%</b>

# City of Dover

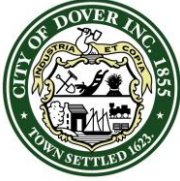
## Expenditures of Major Funds May 31, 2014 (General Fund Includes County, School and Debt Service)

	<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	\$ 3,864	\$ 333,648	81.0%	\$ 78,051	\$ 38,322	\$ 39,729	9.7%
Executive	805,318	56,312	707,052	88.0	98,266	33,170	65,096	8.1
Finance	1,620,731	122,821	1,396,542	86.0	224,189	104,209	119,980	7.4
Planning	491,541	44,250	430,106	88.0	61,435	38,609	22,826	4.6
Misc General Government	1,036,623	22,487	422,252	41.0	614,371	69,194	545,177	52.6
Police	7,188,131	570,724	6,444,787	90.0	743,344	395,408	347,937	4.8
Fire & Rescue	7,285,481	608,395	6,632,082	91.0	653,399	354,267	299,132	4.1
Community Service Public Works	5,882,719	290,988	4,278,644	73.0	1,604,075	532,980	1,071,095	18.2
Recreation	2,008,829	150,290	1,681,799	84.0	327,030	79,390	247,640	12.3
Public Library	1,056,082	94,281	963,101	91.0	92,981	68,026	24,955	2.4
Public Welfare	843,167	69,829	671,532	80.0	171,635	15,735	155,900	18.5
Debt Service	9,785,929	-	4,038,145	41.0	5,747,784	5,197,217	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	3,320,065	34,348,521	81.0	7,915,069	6,870,212	1,044,857	2.5
Intergovernmental	7,771,799	-	7,771,799	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 91,032,811	\$ 5,354,305	\$ 70,695,009	77.7%	\$ 20,337,802	\$ 13,796,738	\$ 6,541,064	7.2%
3213 Parking Activity Fund								
Police	\$ 561,280	\$ 26,253	\$ 425,091	76.0%	\$ 136,189	\$ 82,116	\$ 54,072	9.6%
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 26,253	\$ 425,091	75.7%	\$ 136,189	\$ 82,116	\$ 54,072	9.6%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 972,726	\$ 87,344	\$ 734,877	76.0%	\$ 237,849	\$ 216,299	\$ 21,550	2.2%
Sub-total : 3320 Residential Solid Waste Fund	\$ 972,726	\$ 87,344	\$ 734,877	75.5%	\$ 237,849	\$ 216,299	\$ 21,550	2.2%
3381 McConnell Center Fund								
Recreation	\$ 793,738	\$ 39,755	\$ 418,891	53.0%	\$ 374,847	\$ 352,095	\$ 22,752	2.9%
Sub-total : 3381 McConnell Center Fund	\$ 793,738	\$ 39,755	\$ 418,891	52.8%	\$ 374,847	\$ 352,095	\$ 22,752	2.9%
3410 Recreation Special Revenue Fund								
Recreation	\$ 580,723	\$ 20,531	\$ 361,733	62.0%	\$ 218,990	\$ 7,385	\$ 211,605	36.4%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 20,531	\$ 361,733	62.3%	\$ 218,990	\$ 7,385	\$ 211,605	36.4%
5300 Water Fund								
Community Service Public Works	\$ 4,957,872	\$ 191,891	\$ 3,781,840	76.0%	\$ 1,176,032	\$ 343,586	\$ 832,446	16.8%
Sub-total : 5300 Water Fund	\$ 4,957,872	\$ 191,891	\$ 3,781,840	76.3%	\$ 1,176,032	\$ 343,586	\$ 832,446	16.8%
5320 Sewer Fund								
Community Service Public Works	\$ 6,917,127	\$ 260,471	\$ 5,260,493	76.0%	\$ 1,656,635	\$ 422,961	\$ 1,233,674	17.8%
Sub-total : 5320 Sewer Fund	\$ 6,917,127	\$ 260,471	\$ 5,260,493	76.1%	\$ 1,656,635	\$ 422,961	\$ 1,233,674	17.8%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 781,661	\$ 46,939	\$ 422,223	54.0%	\$ 359,438	\$ 49,755	\$ 309,682	39.6%
Sub-total : 6100 Dovernet Fund	\$ 781,661	\$ 46,939	\$ 422,223	54.0%	\$ 359,438	\$ 49,755	\$ 309,682	39.6%
<b>Total : EXPENDITURES</b>	<b>\$ 106,597,939</b>	<b>\$ 6,027,489</b>	<b>\$ 82,100,157</b>	<b>77.0%</b>	<b>\$ 24,497,782</b>	<b>\$ 15,270,936</b>	<b>\$ 9,226,846</b>	<b>8.7%</b>

# City of Dover

**Arena - General Fund  
Revenue & Expenditure Report**  
(Including Arena Debt Service attributed to the General Fund)  
**May 31, 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	33,315	1,229,579	92.6	98,698	0	98,698	7.4
<b>Expenditures</b>	936,955	80,273	816,958	87.2	119,997	38,161	81,836	8.7
<b>Debt Service</b>								
Principal	265,063	26,600	50,063	18.9	215,000	0	215,000	81.1
Interest	70,759	5,366	10,423	14.7	60,336	0	60,336	85.3
	<b>55,500</b>	<b>(78,924)</b>	<b>352,135</b>	<b>634.5</b>	<b>(296,635)</b>	<b>(38,161)</b>	<b>(258,473)</b>	<b>(465.7)</b>



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: Workshop Session  
Meeting Location: Council Chambers, City Hall  
Meeting Date: **Wednesday, May 07, 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 Garrison, Councilor Hooper, Councilor McManus, Councilor O'Connor, and Councilor Thibodeaux.

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

### 5. DISCUSSIONS

#### A. BUDGET PRESENTATIONS

##### 1. COMMUNITY SERVICES

Community Services Director Steele gave a PowerPoint presentation to the Council.

##### 2. OTHER BUDGETS

City Manager Joyal went over miscellaneous budget items with the Council. He spoke about several different cost centers.

### 6. CITIZEN'S FORUM

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

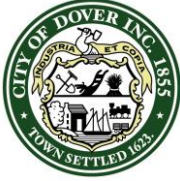
Mayor Weston, seeing no one else wishing to speak, closed the Citizen's Forum.

### 7. ADJOURNMENT

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

Vote: 9/0.

Community Services budget presentation has been archived with these minutes.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 14, 2014**  
Meeting Time: **7:00 pm**

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

Councilor O'Connor 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, Councilor O'Connor, and Councilor Thibodeaux.

**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 the School Board Report and the Legislative Liaison Report  
Deputy Mayor Carrier moved to pull Items 12.A.1. and 13.A.13.

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

Vote: 9/0.

#### 7. **PUBLIC HEARINGS**

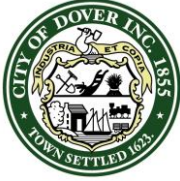
##### **A. CHAPTER 66: OPERATION OF BICYCLES ON SIDEWALKS SPONSORED BY MAYOR WESTON BY REQUEST**

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

##### **B. FISCAL YEAR 2015 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) SCHOOL DEPARTMENT BUDGET ONLY SPONSORED BY MAYOR WESTON BY REQUEST**

**Amanda Russell, 20 Cranbrook Road, School Board Chairperson:** She spoke in favor of the School Department budget, and asked for the Council's approval..

**Carolyn Mebert, 254 Dover Point Road:** She spoke in favor of the School Department budget, but has some reservations. She spoke about the proportion of property taxes that go to education, and felt Dover should support education more.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 14, 2014**  
Meeting Time: **7:00 pm**

**Mary Hebbard, 97 Spruce Lane:** She said money doesn't solve the problem with the Schools. She wanted to see the portion of the budget for Common Core defunded.

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

### **C. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2015 CDBG ENTITLEMENT FUNDS**

SPONSORED BY MAYOR WESTON BY REQUEST

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.*

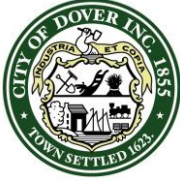
**Mary Hebbard, 97 Spruce Lane:** She spoke in support of the establishment of Antonia (Toni) Kretsepes Memorial Scholarship Trust Fund. She spoke against the additional \$50,000 for the resolution regarding phase II environmental site assessment on First Street. She spoke about the Legislative Liaison Reports and said the bills brought forth on the reports have already passed, and asked what good that was for the citizens when it's too late to act upon these actions. She asked the Council to require that these reports included prior notice for bills that are important to the citizens of Dover, and for Councilor/State Representative Hooper to indicate how she voted.

**Richard Hebbard, 97 Spruce Lane:** He spoke about the loss of the Brentwood police officer. He said police officers are trained to stop someone with a bullet. He warned Dover Police Chief never to give a medal to someone for killing a citizen. He felt it was disgraceful.

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 a public outreach workshop regarding Downtown Traffic will be held this Thursday, May 15<sup>th</sup>, 6:00 pm in the McConnell Center, Room 306. He spoke about the climate change presentation on Thursday, May 29<sup>th</sup>, 2:00 pm in the McConnell Center, Room 305. He spoke about insect and weed control and the concerns about the use of pesticides and herbicides. He said they looked into forming a task force or committee to look into these concerns and come up with alternatives. Unfortunately due to lack of interest the committee was never formed and he asked the facilities and grounds staff, school department, and Purchasing Agenda to review best practices. He said they were following best practices, but did recommend a new product for weed control that didn't affect the bee population.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 14, 2014**  
Meeting Time: **7:00 pm**

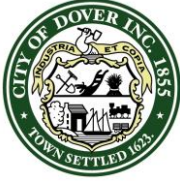
Mayor Weston asked the City Manager to address the comment made during Citizen's Forum regarding the proportion for the School Department budget going down. City Manager Joyal said without looking at her computations he feels they might not be including the State adequacy aid. He said the numbers balance out.

Councilor McManus asked if there was an update on the Cocheco Waterfront project. City Manager Joyal said he met with Mr. Dickinson last week. He said the investors are looking at the numbers and he believed they will have more information in three to four weeks.

Councilor Cheney referred to Citizen's Forum comment regarding the percentage of the School Department budget that went towards Common core, and asked what that figure was. City Manager Joyal said he will ask, but wasn't sure that was a straight forward question. He didn't believe it was a line item in the School Department's budget.

Councilor Cheney discussed the change in pesticides and said she does have concerns with the new choice. She said she is concerned about the bees. She asked for something in writing about the new chemicals. She didn't know if they were accepting this with his report. City Manager Joyal said he wasn't asking for their approval. He said in the absence of the committee he was informing the Council of their research and how they have changed their procedure. He said they took this seriously and researched that they were doing things properly and hiring the firms that knew how to apply the products.

Councilor O'Connor referred to the Cochecho Waterfront project and asked if it was one investor involved. City Manager Joyal said it was one company and didn't get into the details. He said the intent of the meeting was to let the investor know the community they were considering investing in. He said he felt the investor thought this was a good plan. Councilor O'Connor said he felt the City needed to look into Plan B or Plan C in case this Plan A doesn't work. City Manager Joyal said the contract with Dickinson is in effect until August and he doesn't want to break up Dickinson's work. Councilor O'Connor said he disagreed with that approach and felt plans should be established if this doesn't work out. Councilor Hooper said the Council shouldn't cut Dickinson off at the knees in the middle of his negotiation. She asked if they had other options. City Manager Joyal said they have a contract with Dickinson until August. He said they could have a Non-Public Session to discuss different positions of the Councilors. Councilor Cheney said she supported the Dickinson contract extension until August, and not jeopardizing any negotiations. She felt they should discuss openly with the community with the efforts for developing the waterfront. Mayor Weston said she respectively disagreed. The City has a contract and when other possibilities are discussed the City can be sued for breach of contract. City Manager Joyal again said they needed to schedule a non-public session to discuss this issue. He said they needed to protect the community's interest.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 14, 2014**  
Meeting Time: **7:00 pm**

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

Vote: 9/0.

### 10. APPROVAL OF MINUTES

- A. **April 16, 2014 – Workshop Session**
- B. **April 23, 2014 – Regular Meeting**
- C. **April 23, 2014 – Workshop Session**
- D. **April 30, 2014 – Workshop Session**

Deputy Mayor Carrier moved to approve the minutes; seconded by Councilor O'Connor.

Vote: 9/0.

### 11. MAYOR'S REPORT

Mayor Weston said she attended the Rotary Club's 90<sup>th</sup> Anniversary, and listed all the areas where the Rotary Club helps the City. She attended the Seacoast's Aerospace initiative. She attended the New Hampshire at School Network event. Mayor Weston said she attended a large number of ribbon cuttings for new businesses and businesses remaking themselves in Dover. She spoke about going to serve for her first jury duty. She spoke about Dover Clean-Up Day, and thanked all the volunteers, Dover Main Street, and Kiwanis Club.

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

Vote: 9/0.

### 12. UNFINISHED BUSINESS

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

##### ~~1. CHAPTER 66: OPERATION OF BICYCLES ON SIDEWALKS SPONSORED BY MAYOR WESTON BY REQUEST~~

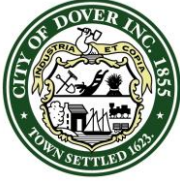
Item was pulled from the agenda.

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

#### C. RESOLUTIONS

##### 1. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2015 CDBG ENTITLEMENT FUNDS SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor. Planning and Community Development Director Parker gave an overview of the resolution and program to the Council.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 14, 2014**  
Meeting Time: **7:00 pm**

Councilor McManus asked about helping citizen's more and not businesses that have other options.

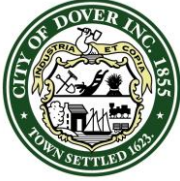
Community Development Manager Jones talked about the Community Action Program grants that help low to moderate income people fix their homes.

Roll Call Vote: 9/0.

### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

1. **BLOCK PARTY – Florence Street Block Party**
2. **FIREWORKS – City of Dover Recreation Department**
3. **RAFFLE – City of Dover Recreation Department**
4. **RAFFLE – Volunteers for the Dover Dog Park**
5. **ROAD RACE – Garrison School Boot Camp**
6. **TAG – American Legion Post 8 Baseball**
7. **WALK – Dover Area Religious Leaders Association**
  
8. **RESOLUTION: ESTABLISHMENT OF ANTONIA (TONI) KRETSEPES MEMORIAL SCHOLARSHIP TRUST FUND**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
9. **RESOLUTION: WATER FRANCHISE**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
10. **RESOLUTION: B13075 PHASE II ENVIRONMENTAL SITE ASSESSMENT FIRST STREET ADDITIONAL SCOPE OF WORK**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
11. **RESOLUTION: B14029 PROFESSIONAL MUNICIPAL AUDITING SERVICES**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
12. **RESOLUTION: B14045 ASPHALT TRENCH PATCHING SERVICES**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
- ~~13. RESOLUTION: B14053 HOT BITUMINOUS PAVING – ASPHALT LAID IN PLACE~~  
~~SPONSORED BY MAYOR WESTON BY REQUEST~~
  
- Item was pulled from the agenda.
  
14. **RESOLUTION: PROPERTY & LIABILITY, WORKERS COMPENSATION AND UNEMPLOYMENT INSURANCE**  
SPONSORED BY MAYOR WESTON BY REQUEST



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 14, 2014**  
Meeting Time: **7:00 pm**

### COMMITTEE REPORTS

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

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

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

Councilor Cheney asked to pull Items 13.A.8. and 13.A.14.

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

Councilor McManus asked to pull Item 13.A.10.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.8.; seconded by Councilor Cheney.

Councilor Cheney spoke about how wonderful Ms. Kretsepes was. She thanked her family for this scholarship.

Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.10.; seconded by Councilor McManus.

Councilor McManus asked if the money was coming from the Orchard Street project.

City Manager said that was correct.

Councilor Cheney asked about the first phase which found out that the project couldn't have an underground garage.

City Manager Joyal said the testing was environmental testing only, which discovered petroleum.

He said phase II is the remediation plan. He said the underground garage is a developer issue.

Councilor Cheney asked about the \$100,000 cap on remediation.

City Manager Joyal said the deal would be cancelled if it costs the City more than \$100,000.

Director Parker gave an overview of the testing and said the total so far is just under \$75,000, and should stay within the \$100,000 budget.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.14.; seconded by Councilor Cheney.

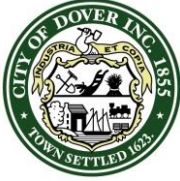
City Manager Joyal gave an overview of the changes to the Council. He said the City will be saving approximately \$100,000.

Mayor Weston asked is the School Department's savings has been included in the budget.

City Manager Joyal said he didn't know.

Mayor Weston asked the City Manager to find out.

Roll Call Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 14, 2014**  
Meeting Time: **7:00 pm**

Councilor Hooper gave an overview of the School Board Report to the Council.  
Deputy Mayor Carrier moved to accept the School Board Report; seconded by Councilor O'Connor.  
Vote: 9/0.

Councilor Hooper gave an overview of the Legislative Liaison Report to the Council.  
Deputy Mayor Carrier moved to accept the Legislative Liaison Report; seconded by Councilor O'Connor.  
Vote: 9/0.

### **B. RESOLUTIONS – None**

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

## **14. COUNCIL CORRESPONDENCE**

### **A. Letter from Councilor McManus**

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

### **B. Notification of Sworn Ethics Complaint from Ethics Subcommittee**

Councilor McManus moved to accept the recommendation of the Ethics Subcommittee and place on file; seconded by Councilor O'Connor.  
Roll Call Vote: 9/0.

### **C. Notification of Sworn Ethics Complaint from Ethics Commission (to be removed from the table)**

Deputy Mayor Carrier moved to remove from the table; seconded by Councilor O'Connor.  
Vote: 9/0.

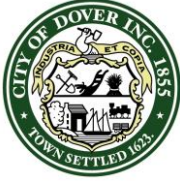
Councilors McManus, Cheney, and O'Connor recused themselves from the vote.  
Councilor Gagnon moved to accept the recommendation of the Ethics Commission and place on file; seconded by Councilor Thibodeaux.  
Roll Call Vote: 6/0. Councilors McManus, Cheney, and O'Connor recused.

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

Councilor O'Connor spoke about Dover Baseball's great season.

## **16. ADJOURNMENT**

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



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 21, 2014**  
Meeting Time: **7:00 pm**

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

Councilor Thibodeaux 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, Councilor O'Connor, and Councilor Thibodeaux.

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

5. **PUBLIC HEARINGS**

- A. **FISCAL YEAR 2015 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) CITY BUDGET ONLY**  
SPONSORED BY MAYOR WESTON BY REQUEST

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.

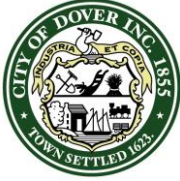
7. **UNFINISHED BUSINESS – None**

8. **NEW BUSINESS – None**

9. **ADJOURNMENT**

Deputy Mayor Carrier moved to adjourn to the Workshop Session; seconded by Councilor O'Connor.

Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 21, 2014**  
Meeting Time: **To immediately 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, Councilor O'Connor, and Councilor Thibodeaux.

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

### 5. DISCUSSION

#### A. GENERAL BUDGET DISCUSSIONS

City Manager Joyal gave an handout to the Council regarding budget options and their tax impact. He referred to Item #9 and gave an overview of additional miscellaneous budget adjustments to the Council.

Mayor Weston said the School Department had an additional \$134, 585 to spend to stay within the tax cap, and the City had an additional \$13, 450 to spend to stay within the tax cap.

Mayor Weston had a discussion regarding Item #1. Library's budget and reducing the self-checkout station to one and its impact on the budget. She said they would then need \$7,475 to restore the Wednesday night hours at the Library.

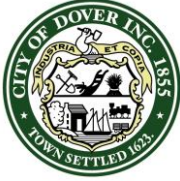
Councilor O'Connor started a discussed to use the remaining \$5,975 towards the Recreation Department's budget.

Recreation Department Director Bannon said he would apply that towards one-time capital needs.

Councilor Hooper just mentioned her concern about the Fire Department's overtime budget. City Manager Joyal said he felt comfortable with lowering the Fire Department's overtime budget the \$50,000.

Councilor Garrison started a discussion regarding putting funds into a health insurance stabilization fund.

Councilor Gagnon started a discussion about the tax cap. He said they didn't have to spend the new funds available.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 21, 2014**  
Meeting Time: **To immediately follow Special Meeting**

Mayor Weston asked to go through the list and see if there is a consensus on where to use the \$13,450.

Councilor Gagnon asked if increasing the Library hours was sustainable.

City Manager Joyal said he felt it was sustainable.

Mayor Weston asked for clarification on next year's budget not using the funds this year.

City Manager Joyal said it would not be part of the budget calculation for next year.

Councilor Cheney said all these extra funds could go back to the taxpayers.

City Manager Joyal said they will rewrite the resolution to reflect the new numbers in Item #9, which are additional revenues.

Item #9: There was consensus to accept.

Item #1: Library Hours

Councilor McManus proposed that they buy one kiosk and use the savings towards the \$10,000 for Wednesday evening hours.

Councilor Garrison asked the Library Director if that was what she wanted.

Library Director Beaudoin said she would love to get Wednesday hours back, and she is willing to try one kiosk.

Councilor Garrison said he wanted it separated out on his list.

City Manager recommended that 1.a. be the hours, and 1.b. being to reduce the self-checkout station to one, which would show a credit.

Councilor Garrison started a discussion on streets and sidewalks maintenance.

Councilor Hooper asked Community Services Director Steele if \$13,000 would help the streets and sidewalks budget.

Director Steele said it would equal approximately 37 hours of work from the contractor. He said it isn't a lot of money, but any amount is beneficial.

Mayor Weston asked to go to Item #7. She said since the School Department has \$134,000 to decide upon with their budget, she asked if there was consensus from the Council that they wouldn't consider funding the capital reserves. She said they could leave it there until the School Department decides.

There was consensus to leave Item #7 on the list.

Item #2. Strafford Regional Planning Commission

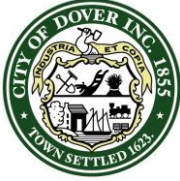
Councilor McManus discussed why it would be beneficial to be a member of Strafford Regional Planning Commission.

Planning and Community Development Director Parker explained why the City doesn't need to be a member of the Commission. He said it is a valuable Commission, but not worth overriding the tax cap.

The Council discussed how non-paying due cities and towns are penalized.

City Manager Joyal said he didn't recommend it because there isn't that much in the pipeline that they need it.

There was no consensus from the Council to support this item.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 21, 2014**  
Meeting Time: **To immediately follow Special Meeting**

### Item #3. Recycling Center Hours

There was no consensus from the Council to support this item.

City Manager Joyal said he would add another option to the list: \$4,000 for seasonal Sunday hours.

### Item #4. Pavement Management

Mayor Weston asked the Council if they would like to leave it for discussion.

There was consensus to leave it on the list.

### Item #5. Second Emergency Ambulance Staffing

Mayor Weston asked the Council if they wanted it in the substituted resolution.

There was no consensus from the Council.

### Item #6. City Hall Hours

City Manager Joyal gave an overview of the \$115,000 expense to go back to a 5-day work week in City Hall.

There was consensus to take it off the list.

### Item #8. Increase Funding to Reflect Initial Department Request.

Director Bannon explained the panel that is needed for the indoor pool.

There was consensus to leave only Item 8.e. on the list.

City Manager Joyal said they will be making amendments to the resolution by adding the items in Item #9. He said the Council will make amendments as they wish on the other items. He explained the process for the meetings on June 4, 2014.

Councilor Cheney asked for the Citizen's Forum before the discussion in the Workshop Session. She also asked that if they adjust the budget so that it's an override she wanted to wait to the final vote to June 11, 2014.

City Manager Joyal gave an overview of the second handout to the Council, which were three adjustments to the budget that did not affect the tax rate.

Mayor Weston asked the Council if there was consensus to have these adjustments made to the budget.

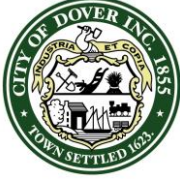
There was consensus.

## 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.

Mayor Weston said they were cancelling the workshop session.



**CITY OF DOVER**

## CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Council Chambers, City Hall**  
Meeting Date: **Wednesday, May 21, 2014**  
Meeting Time: **To immediately follow Special Meeting**

### 7. ADJOURNMENT

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

Handouts have been archived with these Minutes.



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: GREATER DOVER CHAMBER OF COMMERCE

Federal Tax ID number for Organization: 02-0127246

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

Contact Person: MICHAEL MENCKES Day Time Telephone: (603) 742-2218

Address: 550 CENTRAL AVENUE Email Address MICHAEL@DOVERNH.ORG

Purpose of Permit: SEACONST GROWERS ASSOCIATION FARMER'S MARKET

Date of Event: WEDNESDAYS 6/4 to 10/22 2014 Specific Time: 1:00pm TO 6:30pm

Location of Event: SIXTH STREET, BETWEEN CENTRAL AVENUE + CHESTNUT STREET

(Raffle Permit only)

Prize (s) To Be Awarded:

Amount of Donation: Date of Drawing: Specific Time:

Place of Drawing:

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

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

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

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

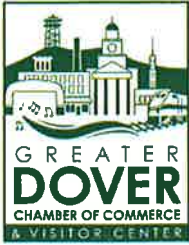
I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by same.

Signature: [Signature] Date: 5/2/14

Licensing Board approval [Signature] Date: 5/19/14

Revised 03/17/08

Traffic Bureau OK (MES)



## Greater Dover Chamber of Commerce & Visitor Center

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May 2, 2014

Dover City Council  
288 Central Avenue  
Dover, NH 03820

Dear Dover City Council:

This past week, the Chamber received great news from the Seacoast Growers Association (SGA). For the fifth straight year, the SGA is interested in holding a Dover Farmers' Market in the Chamber Parking Lot (550 Central Avenue) on Wednesdays from 2:15pm to 6:00pm, June 4<sup>th</sup> through October 22<sup>nd</sup>.

The SGA expects the Dover Farmers' Market to once again be very popular for vendors and shoppers alike. As was the case last year, the SGA has requested the Chamber submit a "Block Party" Application so that the section of Sixth Street between Central Avenue and Chestnut Street is closed to traffic and open to additional vendor space during the market hours.

To accommodate brief vendor setup and breakdown periods it is requested that the temporary road closure be allowed from approximately 1:00pm to 6:30pm on the previously stated dates.

This road closure request has been discussed with Dover Police Sergeant Marn Spiedel. He believes it would be acceptable under the following conditions:

- The Chamber/SGA provide 12 to 15 road cones (24" or higher with reflective collar) to accommodate road closure.
- The Chamber/SGA put up a "No Left Turn" and a "Keep Right" barricade (provided by the City) on each end of Sixth Street closure.
- The Chamber/SGA set up "no parking" signs on Sixth Street on the morning of the Market so no parked cars are present when road closure occurs.
- The Chamber will not request restricted parking time ("30 Minute Parking") aside from the four parking spaces directly adjacent to the Chamber Parking Lot on Central Avenue.

The Chamber and SGA appreciate your consideration of this road closure request. We hope this accommodation will help the SGA Dover Farmers' Market continue to grow and provide a great service to the residents and visitors of the City. Please feel free to contact me with any questions you may have regarding this permit request.

Sincerely,

Michael Mengers  
*Community Events Manager*



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE\* [X], 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: Dover Little Green Football Inc
Federal Tax ID number for Organization: 20-4182629

Check (✓) Nature of Organization:

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

Contact Person: Dave Akridis Day Time Telephone: \_\_\_\_\_

Address: 38 Watson Rd Email: \_\_\_\_\_

Purpose of Permit: Cash Calendars to provide funds for organization

Date of Event: Month of October Specific Time: Daily Drawings for each calendar Day

Location of Event: Drawings held in the Alternative School Parking lot

Prize (s) To Be Awarded: Daily prizes ranging from \$25 - 100 for each calendar days

Cost of Ticket: \$5 Date of Drawing: Daily

Place of Drawing: Alternative School Parking lot on Regular Practice Days 5-7pm

\* 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

RAFFLE PERMIT 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: \_\_\_\_\_

PARADE PERMITS & BLOCK PARTIES 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: \_\_\_\_\_

ROAD TOLL ONLY

Licensing Board Approval [Signature] Date: 5/29/14

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: 5/29/14



CITY OF DOVER  
14 MAY 14 AM 9:10

# APPLICATION CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: Corinne's School of Dance

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

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

Contact Person: Suzanne Pridham Day Time Telephone: (603) 397-5830

Address: 73A Perotiquard Durham NH Email Address Suzannepridham05@yahoo.com

Purpose of Permit: Raise money for a dance competition in Cape Cod MA

Date of Event: 6/13, 6/14, 6/15 Specific Time: 4-7<sup>PM</sup>

Location of Event: 6/13 / 6/14 / 6/15 Shell Gas Circle K, Shaw's, Smiley

*(Raffle Permit only)*

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

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

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

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

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

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

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

Signature: Suzanne Pridham Date: 5-9-14

Licensing Board approval [Signature] Date: 5/19/14  
Revised 03/17/08



Faxed 5/12/14

516-6035

### APPLICATION CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE\* \_\_\_\_\_, 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: Dover Little Green Cheerleading  
Federal Tax ID number for Organization: \_\_\_\_\_

Check (✓) Nature of Organization:

Religious \_\_\_\_\_, Educational \_\_\_\_\_, Charitable \_\_\_\_\_, Civic \_\_\_\_\_, Sports , Veterans \_\_\_\_\_, Fraternal or Political \_\_\_\_\_, Other \_\_\_\_\_  
(Describe) Tagging - Fundraising

Contact Person: Diane McCombie Day Time Telephone: 603-436-6111 x132 or 566-1811

Address: 8 Deepwood Drive, Dover, NH 03820 Email: dianemccombie@comcast.net

Purpose of Permit: Tagging

Date of Event: June 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup> Specific Time: 20<sup>th</sup> 4<sup>pm</sup>-8<sup>pm</sup> 21<sup>st</sup> 8A-8P 22<sup>nd</sup> 8<sup>am</sup>-8<sup>pm</sup>

Location of Event: Various spots around 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.doi.nh.gov/charitable-trusts/faq.htm>

*[Handwritten initials]*

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: \_\_\_\_\_

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: \_\_\_\_\_

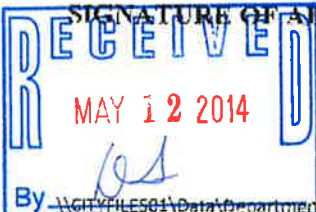
Police Department Road Toll Approval Signature: \_\_\_\_\_

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

Licensing Board Approval [Signature] Date: 5/19/14

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: 5/12/14





APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

Organization Name: Dover Little Green football Inc.
Federal Tax ID number for Organization: 20-4182629

Check (✓) Nature of Organization:

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

Contact Person: Dave Akridge Day Time Telephone: 603-781-4453
Address: 38 Watson Road Email: Dave.Akridge@greatamericanhg.com
Purpose of Permit: Tagging
Date of Event: August 15th Specific Time: 4:00 - 8:00 pm
Location of Event: Selected Businesses by Per Mission

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

Handwritten initials

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:
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: 5/29/14

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: 5/22/14



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

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

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

Organization Name: DOVER Youth Football League, Inc.

Federal Tax ID number for Organization: 20-1507167

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

Contact Person: MARC NORMANDEAU Day Time Telephone: 603-817-2548

Address: 94 DOVER NECK RD DOVER Email Address: MARC.N1@COMCAST.NET

Purpose of Permit: TAG

Date of Event: SEPT. 4th, 5th, 6th Specific Time: 4th + 5th 4:00pm To 8:00pm

Location of Event: DOVER 6th 8:00 AM To 6:00 PM

\*\*\*\*\*

(Raffle Permit only)

Prize (s) To Be Awarded:

Amount of Donation: Date of Drawing: Specific Time:

Place of Drawing:

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

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

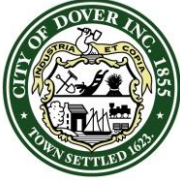
\*\*\*NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

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

Signature: Marc Normandean Date: 5-8-14

Licensing Board approval [Signature] Date: 5/19/14 Revised 03/17/08





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2014.06.11 - 52**  
Resolution Re: Dog Warrant

WHEREAS: Dog owners are required to license their dogs by May 1<sup>st</sup> of each year; and

WHEREAS: RSA 466:14 requires town and city clerks, within 20 days from June 20th, to seek authority to issue a warrant to local law enforcement.

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

The City Clerk is hereby authorized to issue the annual dog warrant for owners who have not properly licensed their dogs, and to proceed with any civil forfeiture proceedings as permitted by State law.

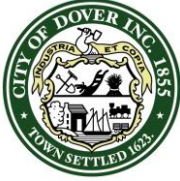
### AUTHORIZATION

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  
City Attorney

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2014.06.11 - 52**  
Resolution Re: Dog Warrant

### DOCUMENT HISTORY:

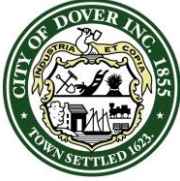
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

### 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, 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:

State law RSA 466:14 requires the City Clerk to obtain the authority to issue a warrant to the appropriate local law enforcement officer to continue the annual process of collecting fees and fines for dog registrations. The list of currently unlicensed dogs has been given to each City Councilor per RSA 466:14 and a copy is available in the City Clerk's office.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.8.**

Resolution Number: **R – 2014.06.11 – 53**

Resolution Re: B14056-Bellamy Rd Area Sewer & Manhole Rehab Project

WHEREAS: The sealed request for bid B14056 was issued and received for the Bellamy Road area sewer and manhole rehabilitation project on April 17, 2014 @ 11:00am.

WHEREAS: One reply was received from National Water Main Cleaning Company of Canton Ma at a cost of \$119,808.75. Due to the high costs and after discussions between the project engineer at National Water Main Cleaning Company and the city engineers, the city is reducing the scope of work by removing sewer manhole lining as it was decided that cleaning, grout and patching would be all that is needed. The revised cost for the project is \$77,508.75; and

WHEREAS: It is the recommendation to award reduced scope of work to National Water Main Cleaning Company in the amount of \$77,508.75

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 National water Main Cleaning Co of Canton MA for Bellamy Rd area sewer and manhole rehabilitation services at rates provided in conjunction with B14056 in the amount not to exceed \$77,508.75. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04570.10	Sewer I&I Utility Systems	70,048	57,500
5320.1.300.43250.4757.04570.12	Sewer I&I Utility Systems	205,754	158,045

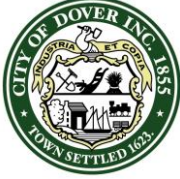
### AUTHORIZATION

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.8.

Resolution Number: **R – 2014.06.11 – 53**

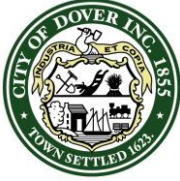
Resolution Re: B14056-Bellamy Rd Area Sewer & Manhole Rehab Project

### 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.8.

Resolution Number: **R – 2014.06.11 – 53**

Resolution Re: B14056-Bellamy Rd Area Sewer & Manhole Rehab Project

### RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested pricing and availability for the construction of the Bellamy Road Area Sewer and Manhole Rehabilitation Project. Work to be performed under this contract includes but is not limited to cleaning and CCTV of the sewer mains, testing and grout sealing the mainline pipe joints and service lateral connections, manhole rehabilitation and appurtenant work.

### Bid Information:

Sealed request for bid B14056 was issued and received for the Bellamy Road area sewer and manhole rehabilitation project on April 17, 2014 @ 11:00am.

### Award Information:

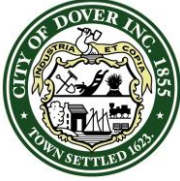
A purchase order will be issued to the vendor selected to authorize future expenditures.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	202	<b>Number of Responses:</b>	1
<b>Warranty:</b>	Per manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until completed	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	National Water Main Cleaning Co	<b>Fund:</b>	Various
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

### Vendor Solicitation List & Results:

[https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids\\_and\\_Requests\\_f\\_or\\_Proposal&index=open\\_date&desc=1](https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids_and_Requests_f_or_Proposal&index=open_date&desc=1)



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.9.**

Resolution Number: **R – 2014.06.11 – 54**

Resolution Re: **B14065 Bituminous Concrete Asphalt Picked Up**

WHEREAS: A sealed request for bid B14065 was requested and received for Bituminous Concrete Asphalt (Picked Up as Needed) on June 3, 2014 at 1:00 pm; and

WHEREAS: This is “Hot Top” material that will be picked up by City personnel or by City authorized contractors at the vendors location as needed; and

WHEREAS: Two bids were submitted for review. Pike Industries of Portsmouth, NH in the amount of \$65.00 per ton for Base and \$68.00 for Top. The second bid response was from Brox Industries of Rochester, NH in the amount of \$64.00 per ton for Base and \$67.00 per ton for Top. The City of Dover tries to identify two vendors to utilize where circumstances make it financially prudent to do so depending on proximity of vendor plant to the location of work being performed as well as availability of product. The recommendation is to issue a purchase order to both Brox Industries and Pike Industries as needed.

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 both Brox Industries and Pike Industries, as needed for Bituminous Concrete Asphalt, to be picked up given the rates provide in conjunction with B14065 dated June 3, 2014. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation FY 15	Balance
1000.1.300.43121.4715.00000.00	Streets Land Improvments	1,100,000.00	1,100,000.00
1000.1.300.43121.4652.00000.00	Streets Maintenance supplies	40,000.00	40,000.00

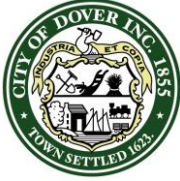
### AUTHORIZATION

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.9.

Resolution Number: **R – 2014.06.11 – 54**

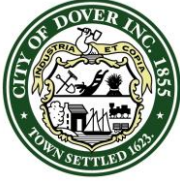
Resolution Re: B14065 Bituminous Concrete Asphalt Picked Up

### 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.9.

Resolution Number: **R – 2014.06.11 – 54**

Resolution Re: B14065 Bituminous Concrete Asphalt Picked Up

### RESOLUTION BACKGROUND MATERIAL:

Sealed bid B14065 was requested and received for Bituminous Concrete Asphalt to be picked up by City personnel or City authorized contractors at the vendor's location as needed on June 3, 2014 at 1:00 pm. The City estimates purchases of 3500 tons annually.

Two bids were submitted for review. Pike Industries of Portsmouth, NH in the amount of \$65.00 per ton for Base and \$68.00 for Top. The second bid response was from Brox Industries of Rochester, NH in the amount of \$64.00 per ton for Base and \$67.00 per ton for Top. The City of Dover tries to identify two vendors to utilize where circumstances make it financially prudent to do so depending on proximity of vendor plant to the location of work being performed as well as availability of product. The recommendation is to issue a purchase order to both Brox Industries and Pike Industries as needed.

### Award Information:

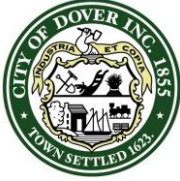
A purchase order will be issued to the vendors selected to authorize future expenditures.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	Yes
<b>Invitations Mailed:</b>	100	<b>Number of Responses:</b>	2
<b>Warranty:</b>	Per manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	One year	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Brox Industries and/or Pike Industries	<b>Fund:</b>	Various
<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

### Vendor Solicitation List & Results:

[https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids and Requests f or Proposal&index=open\\_date&desc=1](https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids and Requests f or Proposal&index=open_date&desc=1)



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.10.**

Resolution Number: **R - 2014.06.11 - 55**  
Resolution Re: Trojan UV3000 Plus Lamps

WHEREAS: In 2005 an Ultra Violet Disinfection system was installed at the Waste Water Treatment Plant costing \$671,500. When the Trojan UV3000 Plus lamps reach the 12,000 hours of use warranty, they need replacement; and

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

WHEREAS: In November 2006, bid #B07024 was issued requesting pricing and availability of the Trojan UV3000+ Series bulb replacements. Three responses were received with The Maher Corp. quoting validated components and two vendors that did not. The Mayer Corporation is currently offering pricing for fifty six (56) UV3000+ lamps, 4 per pack at \$880.00 each pack for a total cost of \$49,280 plus estimated shipping of \$293.38.

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

City council may waive the bidding process per 3-36 B "The competitive bid procedure may be waived by a majority vote of the city council".

The Purchasing Agent is hereby authorized to issue a Purchase Order to The Maher Corp. of Medford, MA for Trojan UV3000+ lamps given the unit price of \$880.00 per pack. The amount of this authorization shall be limited so as not to exceed available funding.

## Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4652.00000.00	Maint. Supplies Impr o/t Bldgs	\$102,725.00	\$57,197.00

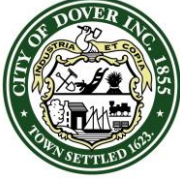
## AUTHORIZATION

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.10.

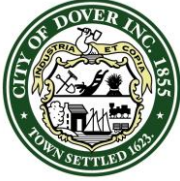
Resolution Number: **R - 2014.06.11 - 55**  
Resolution Re: Trojan UV3000 Plus Lamps

### 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.10.

Resolution Number: **R - 2014.06.11 - 55**  
Resolution Re: Trojan UV3000 Plus Lamps

### RESOLUTION BACKGROUND MATERIAL:

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

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

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

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

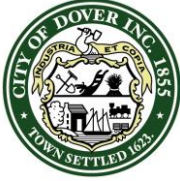
Qty 56 packs of lamps @ \$880.00=\$49,280  
Estimated Shipping @ \$293.38  
Total \$49,573.38

### Bid Information:

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

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	na
<b>Invitations Mailed:</b>	na	<b>Number of Responses:</b>	na
<b>Warranty:</b>	12,000 hours	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	2014 calendar year
<b>Prices will hold for:</b>	June 30, 2014	<b>Estimated Delivery:</b>	2 weeks
<b>Recommended Award to:</b>	The Maher Corporation	<b>Fund:</b>	GF
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase amount exceeds the \$25,000 amount requiring Council approval subsequent to a bid solicitation



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.11.**

Resolution Number: **R - 2014.06.11 – 56**  
Resolution Re: Emergency Repairs to Arena Glycol Leak with Davis Mechanical Services, Inc

WHEREAS: The city discovered a glycol leak at the Holt Rink floor that has progressively gotten worse. City personnel from the arena and community services departments used city equipment to try and locate the source of the leak with no success. In April the city contacted Davis Mechanical Services to get pricing on conducting leak investigation and issued a po for estimated \$10,000 for this service; and

WHEREAS: The vendor has located and repairs the leaks in the floor loops, but has identified other fitting connection fatigue from years of continuous use. Davis Mechanical Services Inc is also proposing replacing rubber main feed sections with flexible steel pipe sections and will have to drain the majority of the 4,000 gallon system into a holding tank. He estimates cost between \$10,000 and \$15,000, thereby bringing total estimated cost of the project to the \$25,000 threshold and requiring council approval. It is in the best interest of the city to repair now while system is shut down.

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

3-37-A Emergency Purchases: The City Manager may waive the competitive bidding procedures where there exists an emergency as determined by the City Manager.

The Purchasing Agent is hereby authorized to issue a Purchase Order to Davis Mechanical Service Inc in the amount not to exceed \$25,000 for materials and labor to inspect and make repairs to floor loops at the Holt Rink. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
1000.1.190.41991.4840.00000	Contingency	\$276,204.00	\$208,473.24

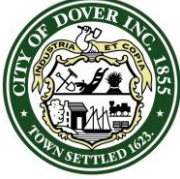
### AUTHORIZATION

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.11.

Resolution Number: **R - 2014.06.11 – 56**  
Resolution Re: Emergency Repairs to Arena Glycol Leak with Davis Mechanical Services, Inc

### 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.11.**

Resolution Number: **R - 2014.06.11 – 56**  
Resolution Re: Emergency Repairs to Arena Glycol Leak with Davis Mechanical Services, Inc

### **RESOLUTION BACKGROUND MATERIAL:**

The leak detection process is ongoing at the Arena and the contractor believes that he has narrowed down the possibilities of the small leak we have to a few floor loops in the Holt Rink. After last week's fitting failure while the system was pressurizes we decided to get deeper into the piping of refrigerant to the Holt Rink to be as sure as possible that we will not have anything else show up later that will need repair.

One area that the technician flagged are four rubber connection pipe sections that come off the underground piping and connect them to the floor piping in the Holt Rink header trench. These are original equipment and have had minor issues so far that we fixed by tightening the fittings. However now that the pipes have defrosted the condition of the rubber is more obvious they appear fatigued. There are two 8 inch diameter by 4 feet long main feed and return lines and two 4 inch diameter by 4 foot long feed and return lines for the frost prevention system that run under the cooling system piping.

Davis Mechanical proposes that we replace these rubber sections with flexible steel pipe sections. In order to do this they will have to drain the majority of the 4,000 gallon system into a holding tank and then replace those sections. The estimated cost for this work is between \$10,000 and \$15,000. That would be in addition to the \$10,000 we have set aside for the current leak detection.

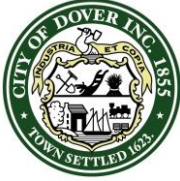
In looking at the risk of these rubber sections failing at an inopportune time I would recommend that we get them replaced at this time while the system is off line. These fittings are over 14 years old we are going to have to make a plan at some point to drain the floor to change them out. If we can do it now under a controlled situation would be my recommendation.

### **Bid Information:**

Quote was received by vendor performing the leak inspection testing in the amount of \$10,000 and quote for repairs in the estimated amount of \$10,000-\$15,000 from Davis Mechanical Services Inc

### **Purchasing Information:**

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	na
<b>Invitations Mailed:</b>	na	<b>Number of Responses:</b>	na
<b>Warranty:</b>	One year	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	2014 calendar year
<b>Prices will hold for:</b>	Until completed	<b>Estimated Delivery:</b>	3 weeks
<b>Recommended Award to:</b>	Davis Mechanical Services Inc	<b>Fund:</b>	various
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase amount exceeds the \$25,000 amount requiring Council approval subsequent to a bid solicitation



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.12.**

Resolution Number: **R - 2014.06.11 – 57**  
Resolution Re: Emergency Repairs to Arena Dehumidification Unit with Davis Mechanical Services, Inc

WHEREAS: The Munters dehumidifying unit at the arena was installed in 2000 during the Ice Arena expansion and has run almost continuously for most of the 14 years of the new arena operation. There are several key components that enable the machinery to work including a desiccant wheel and a heating unit. Both of these items are either worn out or have reached the end of their lifespan; and

WHEREAS: Two written quotes were received by Recreation Director for emergency repairs to Munters dehumidifying unit. One quote was from Munters Corporation in the amount of \$25,770.00 and one quote from Davis Mechanical Services Inc in the amount of \$25,166.46. Both are qualified vendors for this work and it is the recommendation to award to lowest quote of \$25,166.46 from Davis Mechanical Services Inc.

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

3-37-A Emergency Purchases: The City Manager may waive the competitive bidding procedures where there exists an emergency as determined by the City Manager.

The Purchasing Agent is hereby authorized to issue a Purchase Order to Davis Mechanical Service Inc in the amount not to exceed \$25,166.46 for materials and labor to repair Munters dehumidifier unit. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
1009.1.350.45149.4725.00000.93	machinery & equipment	\$3,000.00	\$3,000.00
1009.1.350.45149.4741.00000.91	machinery & equipment	\$201.70	\$201.70
1000.1.190.41991.4840.00000.00	Contingency	\$276,204.00	\$230,438.00

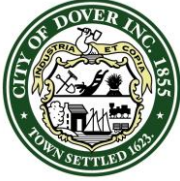
### AUTHORIZATION

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.12.

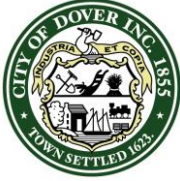
Resolution Number: **R - 2014.06.11 – 57**  
Resolution Re: Emergency Repairs to Arena Dehumidification Unit with  
Davis Mechanical Services, Inc

### 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.12.**

Resolution Number: **R - 2014.06.11 – 57**

Resolution Re: Emergency Repairs to Arena Dehumidification Unit with Davis Mechanical Services, Inc

### RESOLUTION BACKGROUND MATERIAL:

The Dover Ice Arena went through a major expansion and renovation between 1999 and 2001. During that time a new second ice sheet was added with state of the art technology built into the project in many areas. One of those areas was the installation of a Munters dehumidification unit on the roof of the newly constructed locker room area at the rear of the new Holt Rink. The Munters unit is still the most highly regarded dehumidifier in the arena industry.

The unit that was installed in 2000 during the Ice Arena expansion has run almost continuously for most of the 14 years of the new arena operation. There are several key components that enable the machinery to work including a desiccant wheel and a heating unit. Both of these items are either worn out or have reached the end of their lifespan.

The overall cost to replace the entire Munters unit would be over \$100,000 so spending @ \$25,000 after fourteen years to replace the major parts is a good investment.

### Bid Information:

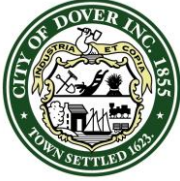
Two written quotes were received by Recreation Director for emergency repairs to Munters unit, one from Munters directly in the amount of \$25,770.00 and one from Davis Mechanical in the amount of \$25,166.46.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	na
<b>Invitations Mailed:</b>	na	<b>Number of Responses:</b>	na
<b>Warranty:</b>	One year	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	2014 calendar year
<b>Prices will hold for:</b>	Until completed	<b>Estimated Delivery:</b>	3 weeks
<b>Recommended Award to:</b>	Davis Mechanical Services Inc	<b>Fund:</b>	various
<b>Other Approvals Required:</b>	No	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase amount exceeds the \$25,000 amount requiring Council approval subsequent to a bid solicitation

### Quote Results

Davis Mechanical Services Inc	\$ 25,166.46
Munters Corporation	\$ 25,770.00



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2014.06.11 – 58**

Resolution Re: FY14 Transfer of Appropriation – General Fund

- WHEREAS: The City Council adopted the FY14 Budget on June 5, 2013; and
- WHEREAS: Some non-school departments have incurred expenditures not originally anticipated as part of the budget; and
- WHEREAS: Unspent appropriations exist within some non-school department accounts; and
- WHEREAS: A transfer of appropriations is necessary to cover the expenditures not originally anticipated in the department budgets;

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

Pursuant to C6-8 of the City Charter, the City Manager is authorized to transfer unspent FY14 appropriations as deemed necessary between non-school departments within the General Fund to cover these unanticipated expenditures

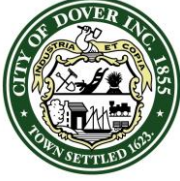
### AUTHORIZATION

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.B.1.

Resolution Number: **R – 2014.06.11 – 58**

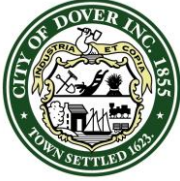
Resolution Re: FY14 Transfer of Appropriation – General Fund

### 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.B.1.

Resolution Number: **R – 2014.06.11 – 58**

Resolution Re: FY14 Transfer of Appropriation – General Fund

### RESOLUTION BACKGROUND MATERIAL:

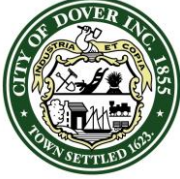
There are certain departments and divisions within the General Fund that are anticipated to exceed the appropriations and others that will have remaining appropriations. This resolution allows the City Manager to move appropriations between departments in order to cover needed unanticipated expenditures.

The following areas have, or are projected to have, a need for appropriations:

<u>Department</u>	<u>Projected Shortfall</u>
<b>Fire &amp; Rescue Suppression – Overtime Pay</b>	<b>91,000</b>
<b>Community Services – Snow Removal</b>	<b><u>95,100</u></b>
<b>City Departments Total:</b>	<b>\$186,100</b>

The above areas have a need for appropriations based on current actual expenditures, as well as, estimates of expenditures for the remaining portion of the fiscal year. These areas have been identified because they currently have a need for appropriations and the list is not intended to indicate the only areas that may need appropriations at fiscal year end.

This resolution does not increase appropriations.



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.06.11 -010**  
Ordinance Title: Registered Sex Offender Restrictions  
Chapter: 131-22

The City of Dover Ordains:

### 1. PURPOSE

To purpose of this Ordinance is to amend Chapter 131-22 entitled “Registered Sex Offender Restrictions” by rescinding it in full.

### 2. AMENDMENT

Chapter 131-22 entitled “Registered Sex Offender Restrictions” is hereby amended as follows:

### 3. AMENDMENT

~~131-22. Registered Sex Offender Restrictions. [Added on 10-19-2005 by Ord. No. 18-2005; Amended on 01-17-2007 by Ord. No. 15-2006]~~

#### A. ~~Restrictions~~

- ~~(1) Any person who is a convicted sex offender involving a Minor, and is required to register for life, shall not reside within a 2500 foot radius of the property line of a School or Day Care center.~~
- ~~(2) Any person who is a convicted sex offender involving a Minor, and is required to register for life, is prohibited from entering upon the premises of a school or day care center, unless specifically authorized by the school administration or day care center owner.~~

#### B. ~~Expectations~~

- ~~(1) A Registered Sex Offender residing within 2500 feet of a School or Day Care is not in violation if the residency was established prior to the date of passage.~~

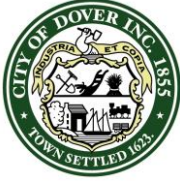
#### C. ~~Penalties~~

- ~~(1) Any person violating the provisions of this Chapter shall be subject to a fine of not less than five hundred dollars (\$500.00) for the first offense, and one thousand dollars(\$1000.00) for any subsequent offense.~~

### 4. TAKES EFFECT

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

## TO BE REFERRED TO A PUBLIC HEARING



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.06.11 -010**  
Ordinance Title: Registered Sex Offender Restrictions  
Chapter: 131-22

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch                      Sponsored by: Karen Weston, by request  
Finance Director

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

Recorded by: Karen Lavertu  
City Clerk

### 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.		

### ORDINANCE BACKGROUND MATERIAL:

On July 30, 2009, in the case of *State v. Richard Jennings*, the Dover District Court (Weaver, J.) held that Section 131-20 (now codified as 131-22) of the Dover Code was unconstitutional as it violated the equal protection clause of the Constitution. The Ordinance has not been enforced since that time.