



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 9, 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)**
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. CHAPTER 131-22: REGISTERED SEX OFFENDER RESTRICTIONS**
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. June 25, 2014**
 - B. July 9, 2014**
- 10. APPROVAL OF MINUTES**
 - A. June 4, 2014 – Workshop Session**
 - B. June 4, 2014 – Special Meeting**
 - C. June 11, 2014 – Regular Meeting**
- 11. MAYOR'S REPORT**



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12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. **CHAPTER 131-22: REGISTERED SEX OFFENDER RESTRICTIONS**
SPONSORED BY MAYOR WESTON BY REQUEST

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. **RESOLUTION: B14061 – SILVER STREET RECONSTRUCTION & REPROGRAMMING OF UNEXPENDED BOND PROCEEDS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Cochecho Networkers**
2. **PARADE – Dover Children’s Center**
3. **ROAD RACE – First Parish Church**

4. **RESOLUTION: OPERATING RULES FOR ETHICS COMMISSION**
SPONSORED BY MAYOR WESTON BY REQUEST

5. **RESOLUTION: VARIOUS SENIOR CENTER TRIPS**
SPONSORED BY MAYOR WESTON BY REQUEST

6. **RESOLUTION: B12040 CONTINUATION OF EXISTING AGREEMENT FOR MISCELLANEOUS WORK BOOTS/FOOTWEAR WITH RED’S SHOE BARN**
SPONSORED BY MAYOR WESTON BY REQUEST

7. **RESOLUTION: B12049 ADDITIONAL SCOPE OF SERVICES SILVER ST. CONSTRUCTION OVERSIGHT SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST

8. **RESOLUTION: B13052 EMULSION POLYMER EXTENSION OF EXISTING PRICING**
SPONSORED BY MAYOR WESTON BY REQUEST

9. **RESOLUTION: B14053 HOT BITUMINOUS PAVING –ASPHALT LAID IN PLACE**
SPONSORED BY MAYOR WESTON BY REQUEST



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- 10. RESOLUTION: B14055 CRACK SEALING SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 11. RESOLUTION: B14059 CATCH BASIN CLEANING SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 12. RESOLUTION: B14064 SELF CONTAINED BREATHING APPARATUS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 13. RESOLUTION: B14068 VARIOUS CHEMICALS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 14. RESOLUTION: B14070 SPECIALIZED MUNICIPAL LEGAL SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

1. School Board
2. Planning Board
3. Appointments Committee
4. Recreation Advisory Board
5. McConnell Center Advisory Committee
6. Arts Commission
7. Solid Waste Advisory Commission
8. Transportation Advisory Commission
9. Legislative Liaison
10. Pool Advisory Committee
11. Parking Commission
12. Ordinance Committee
13. Police Facility and Parking Garage Building Committee
14. Joint Building Committee – Dover High School and Regional CTC

B. RESOLUTIONS

- 1. DOVER EDUCATIONAL OFFICE PERSONNEL (DEOP) COLLECTIVE BARGAINING AGREEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. DOVER PARAEDUCATORS' ASSOCIATION (DPA) COLLECTIVE BARGAINING AGREEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. DOVER TEACHERS' UNION (DTU) COLLECTIVE BARGAINING AGREEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. TRANSPORTATION CENTER SIGN DONATION**
SPONSORED BY DEPUTY MAYOR CARRIER
- 5. COAST BUS SUBSIDY FOR ADDITIONAL FASTRANS ROUTE 33**
SPONSORED BY MAYOR WESTON BY REQUEST



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C. ORDINANCES IN 1ST READING

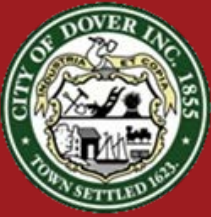
- 1. CHAPTER 3: ADMINISTRATIVE CODE, ARTICLE III, 3-41 E(1)
(TO BE REFERRED TO A PUBLIC HEARING ON JULY 23, 2014.)
SPONSORED BY MAYOR WESTON BY REQUEST**

14. COUNCIL CORRESPONDENCE

- A. Letter from Paul Michaud, New Hampshire Division of Historical Resources,
dated May 28, 2014**
- B. Letter from Richard J. Pelletier.**

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



City Manager's Report

City of Dover, New Hampshire

June 25, 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 this month. (Industrials are billed each month, residential on a quarterly basis.)

May 2014	Records Billed	Meter Rent	Total Water Service Billed	Total Sewer Service Billed	Other Service Billed
Industrial Usage	736	\$2,303	\$132,352	\$177,805	\$0.00
** Other Service: Backflow Inspections, Hydrants, Firelines & Service Charges					

If a resident's water/sewer usage seems higher than usual or higher than what they feel it should be, the Utility Billing Office urges residents to check for leaks. Possible high usage causes are:

- Leaking Toilet
- Leaking Faucets/Tubs
- Excessive Outside Watering
- Pool Filling

One way for checking for a leaking toilet is to drop food coloring into the back of the toilet tank and wait to see if the color shows up inside the bowl. If it does, that would mean that the seat in the bottom of the tank is not seated properly. Another place to double check is to see if the water is flowing over the overflow tube in the back of the tank. You do not necessarily always see or hear a leaking toilet. If no water is being used inside the home, check the meter to see if the small blue dial is moving. If it is, that means there is water running somewhere inside the home.

The City's Ireland Well continues to be shut down for cleaning and inspection. The cleaning process is complete and a new pump has been installed. The well will be back online when all water tests are clear of any bacteria.

Utilities crews were called out to three water breaks this month. Crews responded to Knox Marsh Road/Route 155 with three truck drivers, one maintenance mechanic, one heavy equipment operator and one working foreman utilizing one back hoe, three dump trucks and one service truck. Crews excavated the area to discover a gasket collar blew off causing a hole in a 16" asbestos cement main. Crews worked 48 regular man hours and 6 overtime hours to repair.



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

Next crews were called out, after normal workday hours, for a leak on Augusta Way, a private development off Middle Road. Three truck drivers, one maintenance mechanic, one heavy equipment operator and one working foreman responded with three dump trucks, one back hoe and one service truck. Crews worked 48 over time hours to repair the 8" gate valve where the bolts rotted off causing the top of the gate to separate from the main gate. Because this is a private development, all expenses incurred are the responsibility of the homeowner association.



The final break in May was located on Durham Road. Two truck drivers, one maintenance mechanic, one heavy equipment operator and one working foreman responded after hours with two dump trucks, one back hoe and one service truck. Crews worked 20 overtime man hours to repair a failed gasket on the collar on an 8" asbestos cement pipe.

Crews also installed a 2" service on Central Avenue. Three truck drivers, one maintenance mechanic, one heavy equipment operator and one working foreman utilized a back hoe, three dump trucks and one service truck taking 48 man hours to repair.

Utility personnel returned to Lowell Avenue to replace a water service. A temporary repair had been performed this past winter. Three truck drivers, one maintenance mechanic and one heavy equipment operator utilized a back hoe and three dump trucks working 56 man hours to replace the service.

Over the winter months, many calls were received from 100 Fourth Street for a frozen water service. The resident's driveway was lowered during the Fourth Street reconstruction project leaving the water service closer to the surface causing the service to freeze. Crews excavated to lower the water service and also discovered a crushed sewer service. Two truck drivers, one maintenance mechanic and one working foreman worked 16 man hours with three dump trucks and a back hoe to repair and lower both services.

Another service leak was found on Young Street where a service had been abandoned to an old parking lot. Three crew members responded with one back hoe and two dump trucks and repaired the service in 12 man hours.

Crews replaced a 6" fire line at the Old Strand Theater, on Third Street, to accommodate building upgrades. Six crew members worked 24 man hours with a back hoe, two dump trucks and one service truck to replace the line.

Efforts continue in the County Farm complex where crews replaced two water gates and one fire hydrant.

Water meter crews continued with meter reading, turned on 17 services, shut off 7 services, completed 52 final readings, did 9 abatement inspections and installed 11 new meters.

Contractors are about complete with the installation of a new sewer force main on Nute Road. Completion of the project and full operation of the sewer main is expected by mid-June.



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 is underway with Skyline Roofing doing the project. Early June is projected to be the completion date. The lease of the Butler Building on River St. to Great Bay Rowing Club will lead to some rowing activity on the Cocheco River this summer.

Administrative staff fielded 13 service calls requesting pothole repairs. Crews repaired 260 potholes, applying 44.71 tons of asphalt on various areas throughout the city and repairing problem areas on Hanson Avenue and Nelson Street, completing the repairs in 202 man hours.

Crews spent 129 hours street sweeping, consuming 7,050 gallons of water and utilized 24 truck hours to dispose of debris. Streets and parking lots, to be striped this spring, have been completed. Crews will now concentrate on rural city streets until all streets are swept.

A contractor was hired to replace/repair the guardrail on Long Hill Road and Blackwater Road.

Crews repaired catch basins and made manhole repairs on Sandpiper Drive, Maple Street, Mathis Hill Drive, Hilton Road, Hough Street and Danielle Lane taking 40.5 hours to complete. Crews also cleared off several catch basins during and before multiple rain storms. Crews utilized the jet truck to clean out catch basins on Portland Avenue.

Truck Drivers spent 8 man hours hauling sand, gravel and stone to fill the bins at the Public Works Facility and 147.66 tons of gravel to the Community Trail on Whittier Street. Crews graded the gravel on Boston Harbor Road, Iona Avenue and South Watson Lane adding 21.46 tons of gravel. Crews also worked alongside of contractors to deliver and spread 229 tons of stone and 42.6 tons of rip rap for the Berry Brook rain garden project on Roosevelt Avenue.

Crews worked 4 man hours and applied one ton of asphalt to repair a berm on Oak Street damaged this winter by snow plows. Repairs were also made to a washed out area on Sixth Street requiring 7 man hours, one back hoe and one dump truck.

Crews loamed and applied 70lbs of grass seed to lawns and along the roadside on Pearson Drive damaged during snow plowing and winter events.

Crews participated in Downtown Dover Clean-up day by delivering mulch to sites throughout the city and removing debris after the clean-up was complete.

A heavy equipment operator utilized the excavator to remove a beaver damn from the intersection of Mast Road and Spruce Lane taking approximately one hour.

15 new library lounge chairs in two shades of blue were ordered on May 13. Delivery should occur around the end of June.

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 installed conduit, three hand pull boxes and a ground rod in Henry Law Rotary Park for the lights. Crews also fabricated and installed a custom insert to hold the flag pole (right) in place and installed the flag pole and flag. Fabrication and installation required 20 man hours.



Crews spent 2 hours repairing a headwall on River Street. They graded and applied 1 ton of gravel and 10.36 tons of Rip Rap. The area was then loamed and seeded.



With spring cleanup also comes time for Memorial Day preparations. This includes mowing, trimming & cleanup of Pine Hill Cemetery. Within Pine Hill Cemetery, many hours were spent spreading loam and reseeded graves from winter interments. Sixty hours were spent setting markers, digging and pouring foundations for monuments and installing monuments in place. Mowing the public turf areas outside the cemetery also took place. These areas are done on a weekly basis through the spring, summer and fall seasons. Facilities, Grounds & Cemetery crews spent many hours picking-up and planting flowers in various locations. The flower barrels that were delivered to Wentworth Greenhouses to be filled last month were picked up and distributed prior to Memorial Day.



Flags were replaced throughout the City for Memorial Day taking 16 hours to complete. The flagpole at City Hall was outfitted with a new rope with the assistance of the Fire Department, who provided a lift to the top of the pole.

Throughout the month, flags were lowered in remembrance of Bob Whiting, a long time public servant for the City of Dover, as Mayor and assorted boards member, most recently of the Cemetery Board for Pine Hill. The City shall miss him. Flags were also lowered to honor the sacrifice of Officer Arkell of Brentwood and many thoughts are with his family.

Colors were lowered in honor of Law Enforcement Memorial Day, Memorial Day observation and traditional Memorial Day, formerly called Decoration Day, at the end of the month. Crews set up for the Memorial Day service held in the Veteran's Circle at Pine Hill Cemetery on May 26th.

The Facilities, Grounds and Cemeteries employees handled 8 service calls and 169 work orders in the month of May. Employees attended to 4 full burials and 2 ash burials in Pine Hill Cemetery during this month. Preparation for Memorial Day was the focus of the month, as well as cleaning up park areas and preparing athletic fields for play.

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. Crews set the auditorium up for the annual Employee Benefits Fair and cleaned up after it was over. Custodial duties were performed at the Public Works Facility, Train Station and City Hall, filling in at the Library and McConnell Center as needed.

The Dover Public Library received a new hot water heater, a smaller more efficient unit and two toilets were repaired. Doors were repaired at Public Works, the Library, McConnell Center, Arena and the Police Department this month.

Employees handled 13 work requests and 2 service calls pertaining to signs. Twenty six hours were spent making 10 new signs, replacing 5 signs that were faded excessively, taking down and reposting signs in need of updating due to changes in ordinances or restrictions, replacing two posts which had been knocked down and making up seven NO DOGS ALLOWED signs for the Garrison School and ball fields at Maglaras Park. Crews assisted the Police Department's Parking Division with installing bollards and new signage at the Transportation Station parking lot.

Crews responded to 4 complaints regarding traffic signal issues, including a green arrow being out and timing issues with the school zone lights on Bellamy Road. Two complaints of green lights in all directions at an intersection were investigated and determined to be unfounded.

The Jenny Thompson Outdoor pool was opened for the season and crews did daily maintenance checks to ensure there are no pool equipment issues. Work was conducted on a water filter regulator and a sewer back-up was addressed.

One décor light was temporarily removed from Henry Law Park. It was found that the bolts at the bottom had rusted and the globe caught the high winds, disrupting its place and stability on the structure. A new foundation as well as a complete light pole assembly will be replaced.

With spring and baseball season gearing up, infield mix was disbursed to various fields by Facilities & Grounds employees. The first field grooming commenced at area parks including Woodman, Sullivan, Horne, Maglaras, and Garrison. Crews work 32 man hours preparing the fields for initial use. This does not include volunteer hours. The water was turned on, meters installed and irrigation systems readied for service.

Crews dedicated 36 hours preparing the baseball field at Woodman Park for games; to include grooming base lines, lining the field, and area maintenance for the start of a game on a weekly or sometimes, daily, basis. Shaw's Lane soccer field was lined by crews weekly.

Crews removed a birch tree in Applevale Park, near the basketball court, which was a safety issue. Twenty man hours were spent conducting the required monthly fire extinguisher inspections and elevator inspections. Facilities & Grounds personnel responded to 6 requests to have supplies delivered to various departments and spent 6 hours moving items from the Information Technology offices to the recycling center.

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



The Command Staff of Dover Fire & Rescue participated in multiple emergency management events this past month. In conjunction with the Public Health Network of Strafford County, staff attended several meetings and a State of NH sponsored low flow and Alternate Care Site exercise. This multi-agency event practiced community Emergency Operation Plans on a flu type pandemic.

Dover Fire & Rescue Command staff participated in a Seabrook graded exercise in Manchester to evaluate their Radiological Emergency Plan.

Dover Fire & Rescue conducted the first of three Seabrook exercise drills. The entire membership participated in a 4 hour Radiological Emergency drill at the Dover Middle School (picture below) which is the reception center in Seabrook Power Station emergency.

Prior to the drill the Deputy Fire Chief, in conjunction with the State, re-inventoried and organized all equipment associated with the reception center.

The Fire Department membership, on and off duty, helped Dover Main Street with "Dover Pride Clean-up Day" by working on the Community Trail. To assist in this community event, fire staff accepted the task to clean up all the saplings growing from the wall along the riverside of Henry Law Park. At low tide, members cut all the small trees out of the wall.

The Fire Department's Truck 1 helped Facilities and Grounds fix the lanyard on the flag pole at City Hall. This is an example of utilizing interagency cooperation to share resources.



Dover Fire & Rescue is working on acquiring software that will track all of the department vehicles and communicate directly with City Dispatch software and GIS maps to facilitate immediate information to have it at the responders finger tips in the fire apparatus. Public Eye is the first company that has created a platform that meets this need with current operating systems in place with Police and Fire.

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.

During the month, the Firefighter 1 class participated in their practical evolutions at the fire academy putting all the skills that City members instruct throughout the year to the test. This day is the most popular amongst the students. Below is a picture of members fighting a simulated car fire. The fire class also participated with staff instructors on a full 8 hour day of health and fitness testing. The last large event this month was their practical day for Wild Land Firefighting at the North End Station. This day taught the kids how to work fire lines and wild land tactics to fight brush fires.



Investigations/Legal Bureau

A total of 10 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.

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 on-going and is expected to continue for some time.

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

After Patrol Officers arrested a local man on charges arising from a theft of a firearm in New Durham, SIU detectives were able to locate and recover the stolen firearm. SIU detectives are also investigating a second, unrelated, reported theft of a pistol in Dover.

During May 2014, SIU personnel also investigated four unattended deaths that occurred in Dover.

Communications Bureau

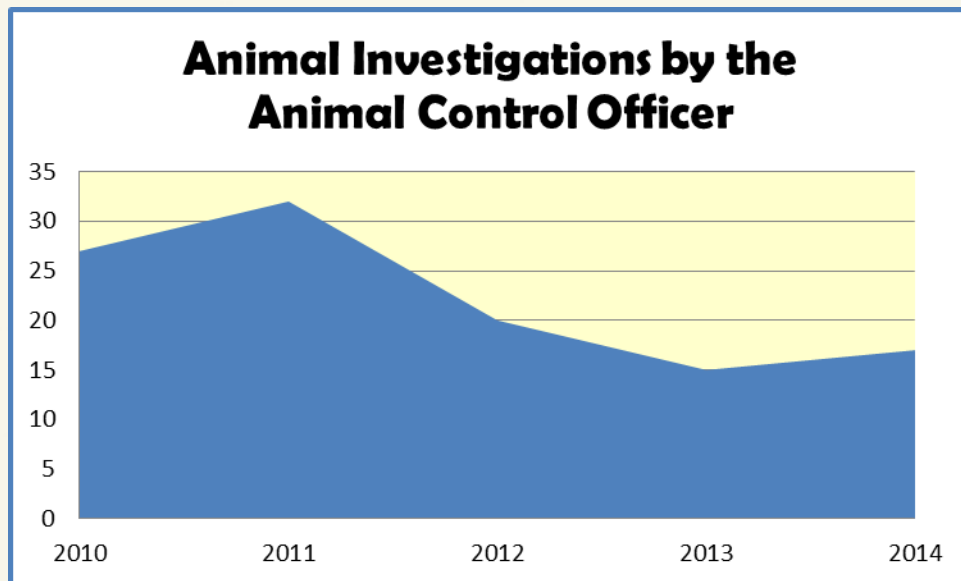
During the month of May, the Communications Bureau handled 10,958 radio transmissions, 8,770 phone calls, 386 emergency calls, 75 alarms, and 306 customers in the Police Department's lobby.

Animal Control

The Police Department responded to a total of 79 calls for service regarding animals. A total of 36 of the calls were handled by Patrol Officers, requiring the ACO to follow up on 4 of them. Additionally, 22 animal complaints were handled by Dispatch and 21 were handled by the Animal Control Officer. The following is a breakdown of the complaints handled by the ACO:

One barking dog, 5 welfare checks, 6 loose dogs, 5 lost animals, 2 found animals, 2 wildlife. (found pigeon and sick raccoon.)

This white pigeon to the right was found in a driveway and was taken to the Cochecho Valley Humane Society.



K-9 Unit

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

During the month of May, the K-9 Unit conducted a total of 60 hours of training. Most of that training, a total of 40 hours, was tactical training called SWAT II which incorporates the K9 team into the tactical team environment. The other 20 hours was the standard monthly training that Officer Keefe and Grinko take part in. Officer Keefe and Grinko were not called out during the month.

Patrol During the month of May, officers handled a total of 2,669 incidents resulting in the following activity / criminal charges:

1298	Traffic Stops
47	Total Arrests
5	DWI Arrests
2	Arrests-MV Charges other than DWI
6	Drug Related Arrests
6	Arrests for Assault
3	Theft related Arrests
1	Criminal Mischief Arrests
11	Arrests for Electronic Bench Warrants
4	Arrests for Violation of Court Order
1	Arrest for Endangering Welfare of Minor
3	Other Agency Warrants
1	Arrests for Burglary
4	Arson Arrests
3	Arrests for Criminal Trespass
1	Arrest for Felon-Possession of Dangerous Weapon
3	Arrested was a juvenile
1	Resisting Arrest
1	Arrests for Disorderly Conduct

Downtown Liaison Unit

The Downtown Liaison Unit handled a variety of calls for service while patrolling in the downtown area and along the Community Trail. They took enforcement action on numerous traffic and city ordinance violations. A breakdown of the enforcement activity is below:

28 pedestrian crosswalk warnings, 18 public assistance calls, 10 motor vehicle/pedestrian right of way warnings, 1 motor vehicle/one way warning, 12 parking assists, 13 bike on sidewalk warnings, 7 skateboard on sidewalk warnings, 1 roadway obstruction, 1 warning for Criminal Trespass

Collision Investigation Team:

There were no callouts for the Collision Investigation Team during the month of May.

The City of Dover has three fire stations.

Liberty North End Fire Station

Central Fire Station

South End Fire Station



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 255 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 680 fans), as well as a Sustainable Dover Facebook fan page (with 159 fans).

The Department of Planning and Community Development mailed out 62 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 Director of Planning and Community Development attended Open Mike, on WTSN on May 13th. The Director appears once a quarter to discuss planning and development issues with listeners. This quarter's topic was the Downtown Pedestrian and Vehicular Access Study.

Planning and Community Development staff hosted a meeting on May 28th with representatives of the NH Department of Transportation, Strafford Rivers Conservancy and Tender Crop Farms to discuss plans to harvest timber on the Tender Crop Farms property that is preserved by a conservation easement.

Additional work was completed 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

120 Industrial Park Drive

4 Old Stage Road

Planning and Community Development staff met with residents and property owners to discuss development or redevelopment of over 20 properties in the City.

City leaders discussed their vision for the future and priorities for the upcoming year at the recent 'State of the City' address. Among the speakers were Manager J. Michael Joyal, Jr., Police Chief Anthony Colarusso, Fire Chief Richard Driscoll, Community Services Director Douglas Steele, and Recreation Director Gary Bannon.

The Fire Department's Fire Safety Festival had 5 off duty meetings to set the stage for the show to be presented to all grade schools in Dover (public and private). This is a culmination of many off and on-duty hours of our personnel. This year, the department coordinated with Mike Gillis, Media Services Coordinator, to film the show. This in house sharing of resources allows the Fire Department to produce a video of the show to share with all residents thru the use of DNTV, Channel 22.

Over the last two years, the City of Dover Planning Department participated in NECAP with partners at the Massachusetts Institute of Technology Science Impact Collaborative, the Great Bay National Estuarine Research Reserve, and the Consensus Building Institute. With the help of climate scientists at the University of New Hampshire, the NECAP team produced a Summary Risk Assessment for Dover, laying out how a changing climate could impact the city. The team also engaged more than 100 participants from the Dover region in workshops last fall, during which attendees participated in a mock decision-making process about how to deal with increasing storm water flooding risk in a fictional coastal community similar to the City of Dover.

On Thursday, May 29, the City of Dover and the Great Bay National Estuarine Research Reserve hosted a workshop to discuss the results of the New England Climate Adaptation Project (NECAP), and to assess how the City should prepare for projected increases in precipitation, temperature, sea level, and extreme weather events.

During the workshop, NECAP team members presented on the findings from all of these activities and discussed what they mean for Dover. NECAP and city staff also engaged workshop participants in discussion about future City efforts to prepare for and manage climate-related risks.

The Climate Change Risk Assessment for Dover is available on the NECAP website at necap.mit.edu.

Back from its first sold-out run last year, The Woodman Museum will present Night at the Woodman Museum II - Notable Events: The Good, the Bad and the Strange, on Aug. 22, 23, 24.

With all new material, the production will include 22 scenes of Dover history that will come to life during the hour and a half tour through the grounds of the museum. Learn about the early settlers, their strange laws and about the punishments that took place. See an early grist mill come alive and learn about the fire that destroyed another Dover mill. Meet a civil war soldier who fought at Gettysburg and Captain William Flagg whose crew captured a British cannon and supplied a captured bell to one of Dover's earliest schools. There will also be "President" Mary Dow and Opera star Nellie Brown Mitchell - and the return of Dover's own Marilla Ricker - who ran for Governor even before women could vote.

These are just some of the many characters you'll meet that will tell of their notable events in the second annual Night at the Woodman Museum production. Over 50 people are needed to act and assist in this historical (some say, hysterical) presentation that benefits the museum. For more information, contact the museum at 603-742-1038.

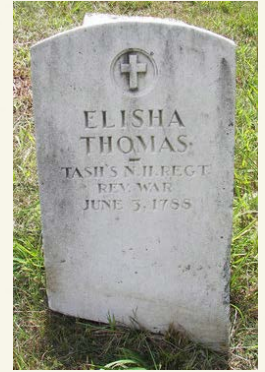
This month, a Fire Department Engine Company and an Ambulance in-service, went to three 5 K road races to participate in the community events. They provided medical stand-by and wanted to be available to support the City's local businesses and organizations. The Children's Museum 5k, Mom's on the Run and the Spirit of Recovery 5k at Liberty Mutual where the events that the Fire Department stood by at. These are large community events bringing a large amount of people to Dover and the Fire Department's presence gives the participants, as well as the organizers, a feeling of commitment from the City.

The Fire Department's Engine 5 participated in a Memorial Day Parade in the City of Durham with a member who volunteered his time to support the community.

Sergeant Speidel attended a National Traffic Incident Management "Train the Trainer" Responder Training Program on May 15 and 16 at the NH DES Coastal Program Field Office in Portsmouth. The training, facilitated by the Federal Highway Administration, brings together police, firefighters, state and local departments of transportation, towing, medical personnel, and other incident responders to promote a multidisciplinary approach to traffic incident response, improve responder safety, and reduce congestion through quicker clearance of scenes.

Local historian and educator Christopher Benedetto presented "Granite Gallows: The Origins of New Hampshire's Debate over the Death Penalty" at the Dover Public Library.

This year marks the 275th anniversary of the first executions in New Hampshire's history in 1739. Benedetto will exhume the Granite State's first death penalty cases, especially the tragic saga of Elisha Thomas, a Revolutionary War veteran who was hanged in Dover for a 1788 murder. Thomas is buried at Pine Hill Cemetery.



The early history of the death penalty in New Hampshire also exposes many of the major legal and social issues which challenged our predecessors, and how many of them remain unresolved. New Hampshire is one of the last states in New England where capital punishment is still legal and currently has its first person on death row since 1939. Understanding the state's historical struggle with this controversial issue is more relevant than ever.

Benedetto lives in Rollinsford, and attended Wheaton College and Brown University. Benedetto has published numerous articles on New Hampshire history for the New England Historic Genealogical Society and co-authored the book, "Union Soldier of the American Civil War: A Visual Reference" in 2012. He has been a member of various living history units, including the 5th NH Volunteers, for over 20 years. Benedetto has taught history at Granite State College since 2009, and in 2013, was the recipient of a "Good Steward" Award from the Campus Compact of New Hampshire for his continuing contributions to community education and historical preservation.

The McConnell Tenants Association sponsored a blood drive with the American Red Cross. The Public Welfare Department both donated blood as well as worked the drive.



Dover Fire & Rescue on duty crews attended two high school sporting events to support Operation Hat Trick (OHT). This program supports Wounded Warriors. Dover High School had OHT hats made up with the Green Wave logo. On two different days the duty shift lined home plate as veterans threw the first pitch in for a Varsity Baseball game and Varsity Softball game.

The Police Department pulled together a team of employees, family members and friends who volunteered their time to participate in the annual Dover Pride Cleanup Day on May 10, an event sponsored by Dover Main Street. The Police Department helped clean, mulch, rake and sweep the Transportation Center and Community Trailhead; then joined other volunteers at various sites around the downtown.

Sergeant Speidel performed 7 child passenger seat inspections during the month of May. This included several checks conducted on the evening of May 21 in partnership with Wentworth-Douglass Hospital's Childbirth Education Center to provide infant child safety seat inspections. 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.

Special Investigation Unit detectives traveled to Concord to provide training to New Hampshire Probation and Parole Officers on the topic of illegal narcotics.

On May 20th two Y2Y students, Avery Munoz and Stephanie Pixley, along with Dana Mitchell, participated on a panel in a workshop at the 2014 NH Governor's Volunteerism Conference. The workshop focused on the use of youth as volunteers.

Youth to Youth students presented the "**8 Things About Alcohol**" presentation for the entire Dover Middle School 7th grade on May 2nd. This presentation warns students about the dangers of alcohol use that alcohol companies do not warn people about in their advertising.



Students presenting "8 Things About Alcohol" at DMS in May.



advertising to 250 fifth graders at DMS in May.

Youth to Youth provided the History of Lies media literacy presentation to the entire Dover Middle School 5th grade on May 16th. This presentation charts 100 years of efforts by the tobacco industry to avoid telling the truth about the actual consequences of its products.

Officers Michelle Murch and Joe Caproni took a few moments out of their duties at the NH Special Olympics to pose for a photo with the NH State Police helicopter.



Several members of the Dover Police Department attended the annual Law Enforcement Memorial Ceremony on Monday, May 19. Below, the officers pose for a photo after the event.



The names of all of the New Hampshire Police Officers that have been killed in the line of duty are read during the annual ceremony. This year featured Dover Police Special Officer George Pray who was killed in the line of duty in 1888. His death was discovered last year. Below is a photo of Captain David Terlemezian and NH State Senator David Watters with members of Pray's family in front of the memorial. This photo includes Officer Pray's three great grandsons and a great granddaughter.



The Dover Public Library has 4,825 social media followers: 1,346 on Facebook, 548 on Twitter, 35 on Instagram, 816 on Pinterest, and 1,782 subscribers to the library's two e-newsletters.

The public library lent 182 items to the Dover school libraries and borrowed 159 items from those facilities. The public library's System and Technology Librarian Peggy Thrasher aided the school librarians with Koha library system issues on four occasions during May, plus guided them through a system upgrade on May 5.

City Programs



Gym

Summer program registration for various programs commenced in May. The Playground Program accepted registrations from Dover residents. Fun on Stage and Music Theater are full. On-Track program helps prepare children for the Hershey Regional and State Track meets. This began at the end of May and practices are held twice per week until the Regional Meet on 6/21. Fitness Programs continue. The Butterfield Gym hosted birthday parties as well as the 5th McConnell Center Tenants Collaborative Blood Drive. Co-ed Adult Volleyball as well as Friday night badminton continues with high popularity. Recreation staff has been busy with conducting interviews and hiring summer staff along with preparing inventory and supplies for the programs to begin in June.

Pool

The Jenny Thompson Outdoor Pool opened for Seacoast practice on the 12th of May with Senior and Junior groups using it exclusively as well as the Oyster River Otters taking some time. Seacoast Swim Association also held a clean-up day at the Outdoor Pool on May 24th with parents and children taking part in raking, weeding and planting flowers. Great Bay Masters has seen the usual 30 swimmers during their practice times. The Dover Indoor Pool is currently undergoing construction on the new pool roof and during this time, swimming at the indoor pool is limited and the outdoor pool has an expanded schedule in order to accommodate all patrons and swim teams. The month of June is registration time for summer swim lessons as well as the opening of the Jenny Thompson Pool to the general public.

Attendance for the pool is as follows:

Adult Lap Swim: 75-100 swimmers daily

Rec Swim: 15-20 swimmers daily

Pool Rentals: 5

Great Bay Masters: 25-30 swimmers

Ice Arena

The month of May concludes the skating programs at the Dover Arena until the summer season starts. Hockey leagues and other skating programs all ran well for the spring with lots of interest. Many are looking forward to starting again in the summer. The ice has been removed from the Holt Arena for annual pre-summer preventative maintenance and "sprucing up" for a busy summer season ahead. Recreational public skating and stick practice attendance has dropped off a bit as the warmer weather is upon us. Rock Night has continued to be busy for the 3 events in May. Seacoast Roller Derby is keeping the Foster arena busy with practices and two Roller Derby bouts in May. The next Roller Derby event is June 28th. 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. Bowling is on hiatus for the summer, but plans to resume in the fall. The Senior Center is pleased to announce that they are once again offering free rounds of golf once a month courtesy of Rochester Country Club and Nippo Lake. Continuing with commitment to "lifetime sports," the DCSC proudly announces much-requested Ping Pong on Monday afternoon's beginning in May. Pickleball will commence very soon due to popular demand! 50 Senior Center members spent a day at Boston's Quincy Market and then enjoyed a performance of the hit audience participation show "Blue Man Group." One of the members even joined the cast on stage in an unexpected guest-starring role! Fourteen members of the Senior Center's Daytrip Group explored the Peabody Essex Museum. Forty seniors gathered for the monthly social, a performance by Viv and Ray Dion. Viv tells stories of bygone days and Ray performs some old favorite tunes. Mothers were greeted with flowers in honor of Mother's Day. Senior Mystery Lunch: 58 members attended.



Dover Seniors enjoy a day at Quincy Market before joining the audience fun at the hit show Blue Man Group.

Public Library

May 31 was the end of full-day Saturdays at the library for the summer. Saturday hours will be 9-1 during June, July & August.

The Systems & Technology Librarian is working on an enhanced patron-logout and -timing solution for the public Internet computers which will save staff time and increase efficiencies. Also coming soon is an automated library calendar of events on our website which will allow online registrations for programs and will accept reservations for museum passes.

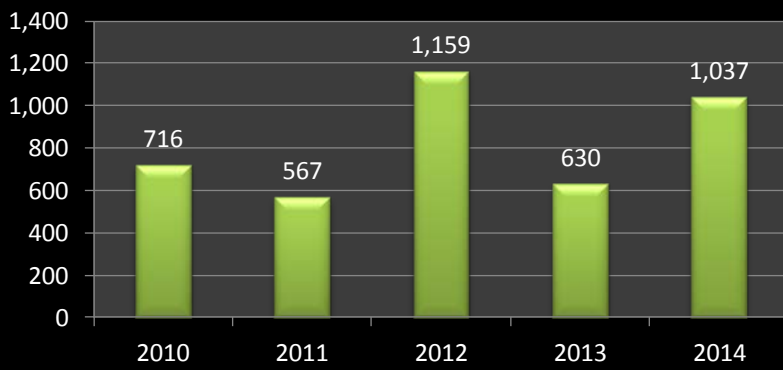
There were 1,037 attendees at 41 library programs during May. Some of these included: 80 at the Evening of Poetry, 150 children who made a craft at the Make-It, Take-It Table, 379 children who attended story times, 33 at a Friends program "Granite Gallows" by Chris Benedetto, 130 students on two downtown historic walking tours led by Cathy Beaudoin, and 20 patrons at Saturday movie matinees.

The Library posted 74 items on Facebook, composed 49 Tweets, wrote 5 Blog posts, and sent out 6 press releases to media outlets during May. The library has 4,825 social media followers.

Public Library's System and Technology Librarian aided the Dover school librarians with four automation system issues and a system-wide upgrade during May.



Library Program Attendance May



A Town Hall Meeting on Underage Drinking



DATE: WEDNESDAY MAY 28, 2014 TIME: 6:00-7:30PM
LOCATION: MCCONNELL CENTER CAFÉ—30 ST. THOMAS ST. DOVER

You Are the Most POWERFUL Influence on Your Child's Behavior



Join us as we share data on what is happening in Dover and provide information on age appropriate prevention messages for youth. Participants will gain knowledge and skills about how to talk to kids as young as 2 years old and how to continue the conversations through elementary, middle and high school. Light refreshments and free child care will be provided.

Dover Coalition for Youth

The Coalition continues to work with the regional Prescription Drug Task Force to reduce prescription drug misuse in Strafford County. The group is currently planning screenings of the movie *Hungry Heart* which provides an intimate look at the often hidden world of prescription drug addiction through the eyes of Vermont Pediatrician Fred Holmes. He works with patients struggling with this disease. The film will be shown at Wentworth Douglass Hospital on Monday June 23rd and be followed by a discussion with the film's producer.

On May 28th the Coalition hosted a Town Hall Meeting on Underage Drinking. The event provided information on the problem of underage drinking in Dover and on age appropriate prevention messages for youth. Participants gained knowledge and skills about how to talk to kids as young as 2-years-old and how to continue the conversations through elementary, middle and high school.

The Coalition is working with local liquor licensees to help promote alcohol laws and the Dover Crimeline. The posters bring attention to the fact that providing alcohol to minors is illegal and that the Dover Crimeline provides rewards up to \$1,000 for information leading to the arrest of anyone involved in criminal activity including the facilitation of an underage drinking party. The posters can be found in over a dozen grocery and convenience stores throughout the city.

Did You Know...

- 13 years old** The average age of a student's first drink is 13 years old. That means that some students are older but some are younger than 13 when they have their first drink.
- Parents** Surveys of Dover students tell us that parents are the most powerful influence on their decision to drink or use other substances.
- 46%** 46% of Dover 7th and 8th graders say that they haven't talked to their parents about the dangers of tobacco, alcohol or drug use during the past 12 months.

This event is sponsored by the Dover Coalition for Youth through a grant from the Substance Abuse and Mental Health Services Administration. For more information about the event please contact Vicki Hebert at v.hebert@dover.nh.gov or by calling 516.3279.

We are Serious About Underage Drinking

Dover **CRIMELINE**

REWARDS up to \$1,000

For Information Leading to the Arrest of anyone involved in criminal activity including the facilitation of an underage drinking party.

To report suspicious activity and remain anonymous call
749-6000
in an emergency dial 911

Please discuss Crimeline with your friends and family. Get involved in reducing underage drinking, and help make our community safe and crime free. For more information or to make a report online, go to www.dovernhcrimeline.org

www.DoverNHCrimeline.org

Dover Teen Center

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

For the month of May 2014 the Teen Center had a total of 488 participants, on 18 days of programming, which yielded an average of just over 27 participants per day.

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

- TC Snack Special – Steve's Chili (5/1)
- TC Music Event - DoverPalooza – "Spring Fever Show" (5/2)
- TC Sports Program – "Hoops Hot-Shot" (5/5)
- TC Snack Special – "Hot Dogs" (5/9)
- TC Recreation Event – "9-Ball Billiards Tournament" (5/13)
- TC Movie Afternoon – "Ride Along" (5/16)
- TC Snack Special – "Grilled Cheese Sandwiches" (5/20)
- TC Special Program – "Mystery Event Day" (5/21)
- TC Academic Special – "Academic Challenge – Progress Reports for CB's" (5/28)
- TC Special Event – "End of Mays" BBQ (5/30)

The Dover Teen Center had (2) new registration forms received in May 2014.

Dover Housing Authority

During the month of May, Officer Joslin had several meetings with the residents of Union Street, Waldron Towers and Central Towers. During these formal and informal meetings, Officer Joslin was able to speak with residents about any concerns or issues they felt needed attention. During those visits, Officer Joslin was told things were going well at all three locations.

Officer Joslin also took the opportunity to show his police cruiser to several young children who expressed interest. He gave them a tour of his cruiser and showed them how the lights, siren and computer systems work and aid him in his job.

Community Service Program

The Community Service program tracked five active participants during the month of May of 2014. A total of 25 hours of community service work was completed. One of the participants finished his/her assigned hours.

So far in 2014, a total of 95.5 hours have been completed.

The Dover Court Diversion Committee

The Diversion Committee met on Thursday, May 1, 2014 and Thursday, May 15, 2014. There are a total of 10 active or pending Diversion cases. Below is the breakdown:

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

The next planned meeting for the Dover Court Diversion Committee is: Thursday, June 5, 2014.

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: Staff is finalizing contract details with Brox Industries, Inc. The bid should be awarded at the second council meeting in July

Previous: Staff is finalizing contract details with Brox Industries, Inc. The bid should be awarded at the second council meeting in July

TOLEND RECONSTRUCTION

Current: The intersection of Tolend Road and Whittier Street has been reconstructed and paved. A new water main has been installed in this area of the project.

Previous: 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

DOWNTOWN TRAFFIC IMPROVEMENTS

Current: The consultant has held two public meetings to receive feedback and present preliminary findings.

Previous: The City is currently reviewing the project priorities and needs.

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: Work on constructing additional BMP's in Berry Brook have begun and will continue through the construction season.

Previous: 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. 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.

COCHECHO RIVER DREDGING

Current: A waiver was received from NHDES to place urban soil from city owned properties to facilitate redevelopment and support economic development in Dover and allowing closure of the dredge cell facility sooner than later. The waiver clears the way for the First Street redevelopment project to begin.

Previous: Analysis of additional soil samples from the First Street property is being completed to determine the extent of a small area that contains a high lead content that may not be suitable for disposal in the dredge cell. The pending analysis and potential actions required for dispose of this small amount of soil is under review and consideration by the City's consultant Ransom. Once resolved NHDES appears poised to issue a waiver to allow the majority of the soil from First Street to be placed in the dredge cell.

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.

LISA BETH DRIVE RECONSTRUCTION

Current: A consultant has conducted a residential inspection of sump pumps tied into the sewer system. The consultant is assisting with developing a plan for connecting the sump pumps to the drainage system. This project will move forward when the paving bid is approved.

Previous: The project of street reconstruction is part of the street paving bid that is currently out to bid. This work will be completed this Spring/Summer. The city is hiring a consultant to conduct residential inspections for sump pumps tied into the sewer system. The consultant will then develop a plan for connecting the sump pumps to the drainage system.



Recognition

Congratulations to Alison Webb, the City's Human Resources Director who passed the Professional Human Resources Certification Program. This is a nationally recognized HR certification.

ACKNOWLEDGEMENTS

At their May meeting, the Friends of the Library voted to expend up to \$1500 for printing, prizes, raffles, and entertainers for the children's and teens' Summer Reading programs. The Friends also funded Poetry Contest prizes for \$300. These winners were honored during the library's 12th annual "Evening of Poetry" on May 19. The Friends also paid a \$100 honorarium to a guest speaker on May 20.

The Public Library Director is also grateful for donations from Measured Progress, The Noggin Factory, Federal Savings Bank (through the Children's Museum of NH), and Domino's Pizza for the Summer Reading program.

The City of Dover would also wish to recognize the extraordinary efforts of the 3rd graders from Woodman Park School. Through their annual Read-A-Thon, they were able to raise and donate \$686 to the Dover Public Library! These funds will be used to purchase materials for their age group.

The City Manager, Michael Joyal, would like to extend his gratitude to the all of the many volunteers who worked hard to spruce up various city grounds during the Dover Pride Clean-Up day on May 10th.

Professional Development

Planning and Community Development staff attended a two day conference in Manchester on Northeast Climate Change Preparedness to learn how agencies and communities are planning to prepare for impacts from climate change.

Fire Department's Deputy Chief Provencher, Captain Jacques and Police Sergeant Speidel attended the Traffic Incident Management Train the Trainer class at Pease. This was an instructor class to teach responder safety, safe quick clearance and prompt reliable communication between highway agencies.

Supervisors, Bill Boulanger, Sam Crowley, Stacey Hager, Mike Moore, Sharon Sirois, Raymond Vermette and Dave White all attended A Higher Standard: Performance, Accountability and Customer Service webinar.

Sharon Sirois, Superintendent of Facilities, Grounds and Cemetery attended Hands on Nitrogen Removal in Durham, NH hosted by Granite State Rural Water Association.

Stacey Hager, Office Manager, attended Analyzing Work Styles, Meyers Briggs in Portsmouth, NH hosted by UNH continuing education.

Raymond McNeil, Pump Station Operator III, attended Active Sludge Microlife and Active Sludge Process Control in Franklin, NH hosted by NHDES

Tim Pine, Pump Station Operator II, attended Math Review in Franklin, NH hosted by NHDES.

Dave White, City Engineer, attended Local Solutions: Northeast Climate Change Preparedness Conference hosted by Antioch University New England held at the Center of New Hampshire Radisson Hotel in Manchester NH.

Dave White also attended the 20th Annual Spring Planning and Zoning Conference sponsored by the NH Office of Energy and Planning held at the Mountain View Grand Resort in Whitefield, NH.

Detective Travaglini attended a week long training course covering Child Death/Homicide Investigation.

Officers Joslin and Cooper attended a two day class covering Mental Health Interventions.

On May 28-30, 2014, the Police Department conducted department-wide firearms training for all officers. It was the annual qualification courses for both pistol and rifle.

On May 7th, Officer Joslin attended crime scene related training. The training consisted of classroom and practical applications in the documentation and identification of tire track evidence and methods to identify vehicles responsible for tire tracks found at a crime scene.

Reference Librarian Carolyn Tremblay attended the annual meeting of the NH Downloadable Books Consortium in Hooksett on May 20.

Systems & Technology Librarian Peggy Thrasher led a hands-on workshop on writing SQL Reports in the Koha automation system for 20 NH librarians on May 30, also in Hooksett. Reference Librarian Denise LaFrance also attended this continuing education workshop.

EMPLOYEE SPOTLIGHT

Dave Flanagan has been a dedicated employee with the City of Dover for over 25 years. As a Maintenance Specialist, he began his career with Parks & Recreation until its consolidation with the Community Services Department in the mid-1990s. It was during that restructuring process when Dave joined the newly formed Facilities & Grounds Division, and has remained as an integral member of the team ever since.

Dave has extensive knowledge in all duties performed by the division, to include repairs and maintenance on buildings, pools, grounds, traffic lights and signs. He is also proficient in all functions relating to the cemetery – performing burials, installing foundations, and operating heavy equipment, to name just a few. Dave is well liked and respected by both his coworkers and supervisors. He always goes above and beyond what is expected and has become the go-to person for the maintenance of building systems (i.e. plumbing, heating and electrical).

Dave enjoys the diversity of his job. He is always doing something different every day and says he's never bored. What he likes most about his job, however, are the people he works with. When asked about his least favorite task(s), he was quick with an answer: opening the outdoor pool! Due to Dave's background working in Recreation, he is able to efficiently handle all aspects of this project - from emptying and cleaning the pool to making repairs, replacing parts, and eventually reconnecting all plumbing. The entire process, which can get very involved at times, takes approximately four weeks to complete.

Dave resides in his hometown of Somersworth with his wife, Vicki. They have two sons, one daughter, and three grandchildren. He spends most of his free time with family and especially loves being with his grandkids. Dave likes to travel (particularly after a long winter), enjoys playing golf, and has devoted the past 30 years to coaching baseball and football, or refereeing basketball.

Dave comes to the rescue for many employees that need help with something in their office or building. He is always quick with a smile and helping hand. We truly appreciate him!



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

- ✓ The City Manager recommended that after the public hearing, Chapter 66, Bicycles, Skateboards and Scooters be tabled to allow further review given concerns that had come forward.
- ✓ The City Manager advised that the last meeting of the month would be cancelled due to lack of items requiring Council action.
- ✓ More positive feedback in the Boston Globe was pointed out by the City Manager regarding the downtown and Dover in general.
- ✓ Councilor Hooper's Legislative Report was forwarded by the City Manager for inclusion in the Council's agenda.
- ✓ Councilor Hooper's School Board Report was forwarded to the Council for agenda inclusion by the City Manager.
- ✓ The City Manager forwarded a citizen concern regarding the budget to the City Council at the citizen's request.
- ✓ The City Manager forwarded his response to the City Council on an original inquiry of fluoride in the City's water system.
- ✓ The City Manager provided documents to the City Council on the most recent bond ratings.

The City Manager's Assistant provided assistance to the Finance Director in setting up interviews for the Junior Accountant position currently open.

A Workers' Compensation File Review was held between the City Manager's Assistant and CCMSI.

The City Manager, Finance Director, Planning Director and Economic Development Director hosted a day-long meeting with Standard & Poor's Ratings Services and Moody's Investor Services to go over questions regarding the City in order to set the bond rating. Ultimately, S&P has increased their bond rating for the City of Dover to 'AA+' from 'AA'. Moody's Investor Services has affirmed their Aaa3 rating. Both rating agencies have indicated that Dover has a stable outlook attributable to the city's structurally balanced financial operations, adherence to good financial policies and practices, experienced management with a long-term planning focus, low unemployment and continued economic growth. These reviews are very favorable. They ultimately reflect positively on the Dover community as a whole and will have a positive impact on current and future debt obligations issued by the city, translating into significant reductions in future debt service interest costs.

The Public Welfare case load remained constant this month. Most of the cases needed assistance with rent but some needed help with gas or electricity. The Welfare Director went to several meetings that dealt with working with various agencies to best serve Dover. The Coordinated Access is a pilot program from the state that is working to better help the homeless and near homeless to find shelter or housing. The Continuum of Care meeting was held at the Strafford County Homeless Shelter. This is a seasonal shelter which had just closed for the summer. They were able to place all residents to other shelters or in apartments before they closed. The main issue discussed was the unaccompanied homeless minors of Strafford and Rockingham Counties.

The BizEd Connect Project was started about three years ago as some of the advanced manufacturing businesses the City was attracting to Dover began trying to hire DHS graduates for entry level positions in their companies and were experiencing a 60-70% failure rate because the high school graduates lacked both STEM skills (science, technology, engineering and math skills) and relevant social skills such as communication skills (oral and written), interviewing skills, resume writing skills, and team working skills.

Recognizing that Dover would need to supply a qualified workforce even at the entry level positions in the advanced manufacturing companies the City was trying to attract to Dover, DBIDA met with the companies and the Dover Career Technical Center management and staff and brought them together to begin to assess the problems and address them.

The first step was to bring in a staffing company that agreed to establish a curriculum at the Career technical Center to teach the CTC Seniors the social skills needed and to videotape them so they understood how they were doing in interview situations, communications and team working.

DBIDA followed that up with asking some of the principals in the advanced manufacturing businesses to do some adjunct teaching at the CTC to bring the real world of business and business requirements into the classrooms.

About two and a half years ago, the first two intern programs were established with Cramer Fabrics and Certified Retail Solutions. The program started off with a total of twelve interns the first year and was very successful in that every student intern in the three flights of interns were offered a job when they graduated, and summer work if they were going onto college. The students worked weekdays for four hours after school and were paid \$12-\$15 per hour during the internship. The companies hired fully trained and capable workers, experienced increased productivity and morale from their existing workers who were now "mentors", and the students benefited from real business experience and a job upon graduation. Two of the first year interns now occupy line supervisory positions at the companies they interned with a year ago. In short, there has been a 100% success rate so far.

This kind of success has attracted a huge amount of CTC student interest in participating in the intern program and there is now a substantial backlog of students wishing to participate and a shortage of companies participating in the intern program. To market the intern program, it has been decided to put a web site together to attract company participants and thought it would be a great learning experience for the students to design and build a web site with interactivity and videos of participating companies. Calypso marketing of Portsmouth volunteered to do the professional/ technical mentoring and Cramer Fabrics and Certified Retail Solutions provided conference room space and computer equipment for the students to use to build the site. It may be viewed at www.bizedconnect.com. The students did a remarkably good job and DBIDA is starting to get more companies contacting them to participate in the intern program. As all this was going on, BizEd Connect became an official sub-committee of the Dover Business & Industrial Development Authority and consists of Annette Studebaker, Scott Johnson, Peter Hamblett and Dan Barufaldi; the BizEd Connect involved members of the DBIDA Board.



Parking Bureau

Parking Manager Bill Simons continued to work with the owners of the Dover Street Housing Partnership as they begin to lease apartments. As apartments begin to fill, it will be important to evaluate the use of neighborhood on-street spaces by Partnership tenants and visitors.

The metered/permit parking system in the Transportation Center parking lot began on June 2nd. Notices had been in place at the terminal for several weeks and full instructions on how to use the meters have been included in the signage in the lot. The web sites for the Downeaster and Amtrak have also been updated for the new system. Parking Manager Bill Simons has been in close communication with the station hosts to get feedback on the change. The meters are the first ones to be programmed to allow a 30-day parking pass to be purchased. This will save drivers from having to go to the Police Station to get a permit.

The Parking Commission continues to review food truck vendor regulations and will be submitting a proposal to the Ordinance Committee this summer or fall. The Commission will also review a request at their June meeting by Papa Jays for short term parking limits in front of their building.

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

Parking Manager Bill Simons has been working with TD Bank on acquiring the control of their parking lot for use by the City during the construction of the combined police facility/parking garage. He has also been working with the Foster family for use of their lot on Henry Law Avenue.

Thom Hindle, a representative of the Woodman Institute, addressed the Parking Commission at their May meeting to discuss an issue they are having due to construction workers from the Tuttle Square project taking up much of the area parking. The Parking Commission recommended that the city designate two parking spaces on the north side of Summer Street for museum visitors only. The parking restriction would stay implemented until a certificate of occupancy is obtained by the construction firm. Two accessible parking spaces had already been designated in the area as well. The temporary change was authorized by the Chief of Police and signs were posted.

Parking Manager Bill Simons has been in contact with two entities at One Washington Street who are interested in all day parking in the area of their building. At their May meeting, the Parking Commission voted to recommend that the meters on Main Street be updated to allow all day parking on a trial basis. Bill Simons will come back to the June meeting with other options.

The Planning Board formed a committee to review parking requirements in Dover. The committee met twice in May to discuss the current parking standards, their history and review Dover's standards in comparison to other comparable communities. The committee is reviewing options to simplify the categories and calculation of parking spaces provided by developers.

Traffic Bureau

Sergeant Speidel coordinated all traffic control particulars and police personnel assignments for the Children's Museum 5K Run/Walk on May 3, the Moms on the Run Mother's Day 5K event on May 11, and Spirit of Recovery 5K run/walk on May 18. The Traffic Bureau handled the advance deployment of cones, barricades, and signs to facilitate temporary parking restrictions, street closures, and safe traffic flow for all of these events.

Sergeant Speidel worked closely with the Water and Sewer Division to set up a traffic detour allowing for repair of a water service line in the 600 block of Central Avenue on May 7 and 8. This included posting on street parking restrictions to allow larger vehicles to pass safely through the Mount Vernon Street neighborhood.

Sergeant Speidel worked closely with members of the Woodman Park PTO and Safe Routes to School Program in organizing the Woodman Park School's Bike to School Day on May 7, in conjunction with National Bike to School Day. Such events raise awareness of the need to create safer routes for bicycling and walking and emphasize the important of increased physical activity among children, pedestrian and bicycle safety, reducing traffic congestion, and concern for the environment. Captain Terlemezian and an officer from the Patrol Division helped to stop and direct traffic as necessary to facilitate a group ride of students and parents using a portion of the Dover Community Trail, Fisher and Rutland Streets.

In addition to the events noted above, the Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or other traffic control particulars for Chamber of Commerce Business Open House hosted by the Leddy Group (May 22) and 359 Old Garrison Road excavation / road closure (May 30)

On May 23, 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. Officers targeted moving violations tending toward aggressive driving behavior or distracted driving.

On May 30, Dover Police Department employees and family members participated in the New Hampshire Special Olympics Law Enforcement Torch Run. These volunteers carried the "Flame of Hope" over a distance of five miles through the city. **The Law Enforcement Torch Run** is one of the largest Special Olympics fundraising events in New Hampshire. The participating Dover Police Department employees raised several hundred dollars for this charity. Below, the participants are led by a police cruiser as they approach City Hall.



Progression & Growth

The Department of Planning and Community Development has compiled statistics and demographic information about the City and has produced a Demographic Report for Dover. This community profile walks readers through Dover's population growth, and introduce them to Dover's demographics, such as:

- Vital Records
- Housing Starts and Ages
- Vehicle Registrations
- Income
- Cultural/Recreational Usage

Also included is climate information, is general geographic information about Dover and south eastern New Hampshire. Readers will find information about Dover's economic health and municipal operations.

The updated profile focuses on calendar year 2013, and includes information about the 2013/2014 municipal budget. The profile will be updated annually in January based upon data about the previous year, in the future.

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. Maps have been added to the Reports and Documents page, which document land cover, groundwater sources, zoning and other planning related features.

Planning and Community Development staff coordinated the construction of the final piece of the rural portion of the Community Trail. This construction completes the connection under the Spaulding Turnpike, and allows users to walk from Watson Road east to Beckwith Park.

Planning and Community Development staff attended a meeting of the Legislative Committee on Coastal Risks and Hazards on May 16th in Newington.

Planning and Community Development staff conducted easement monitoring on May 14th on a city parcel off Garrison Road with a representative of the state and on May 15th on five properties that have conservation easements along the Cochecho River with members of the Open Lands Committee.

The Downtown Vehicular and Pedestrian Access Study began in October. Planning, Police, Facilities and Grounds and Engineering staff met with the Cecil Group to review the potential pedestrian flow changes, as well as identify areas of future growth and development within the urban core. The Cecil group attended a Transportation Advisory Committee meeting to present three alternatives at a second public workshop in April.

On May 15th the Cecil Group presented the three alternatives, focusing on both an enhancement to the existing one way flow of traffic, and converting downtown circulation to two way in two separate meetings. The first meeting was held at noon, and was geared towards businesses which might be affected by alterations of the circulation pattern. A second meeting was held at 6 pm. This meeting was open to the public. At the second meeting participants worked together in small and large groups to discuss the options and provide broad public feedback.

An online survey was available until May 24, 2104. Approximately 300 people took the survey.

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. In May work completed included soil review, geotechnical reviews and Planning staff looked at the circulation and access patterns that will exist on the parcel.

The Director of Planning and Community Development was the keynote speaker at the annual meeting of the Workforce Housing Coalition of the Greater Seacoast. This meeting was held in Dover, at Kelly's Row on May 13th. The Director spoke about how Dover encourages diversity of housing stock, and economic development, and how the City encourages all projects to be context sensitive and part of the larger community.

In November 2013, the Department of Planning and Community Development was awarded a \$7,500.00 grant for a floodplain management community outreach project through the Northeast Regional Ocean Council (NROC) New England Coastal Community Resilience Initiative. The grant will help fund the preparation of pamphlets designed to provide information about the City's floodplain management program, flood prevention tips, and the updated Preliminary Flood Insurance Rate Maps (FIRMs) which will replace the current floodplain maps in 2015. The Department is currently compiling a list of property owners within the current and proposed floodplain zones as well as preparing the pamphlet content. The pamphlet is expected to be mailed to the City's property owners in the floodplain in July.

The outreach project is also designed to spearhead the City's effort to apply to the National Flood Insurance Program Community Rating System (CRS). Participation in the CRS will bring significant costs savings to our property owners in the form of reduced flood insurance premiums. The Department expects to submit the application to the CRS by the end of the year.

The City hosted a meeting of local Flood Plain Managers on May 8th. This was an opportunity for Dover and other communities to comment on the proposed changes to the flood plain mapping produced by FEMA. Planning staff have reviewed the maps and submitted comments on formatting, name corrections and irregularities found on the proposed 2015 maps, in comparison to the 2005 maps. Further analysis will be completed during the regulatory review period, as further work product becomes available from FEMA and the University of New Hampshire.

Following up on the Downtown Gateway zoning project, approved by the Council February 26th, staff has been working on a zoning project reviewing the residential areas boarded by Silver Street, Locust Street and Woodman Park School. This work will be completed with a consultant and will be paid for through a \$10,000 Community Planning Grant from the New Hampshire Housing Finance Authority. Work is expected to be completed by July 1, 2014. On April 23, a neighborhood meeting was held to gather initial feedback from residents of the area of interest to see if there is a desire to change the zoning.

Staff received good feedback with input on the zoning boundaries, as well as dimensional regulations (height, setbacks etc), and basic use requirements. A follow up meeting will be held in June where the first draft of the proposed regulations will be discussed with the neighborhood. All of this is prior to the public hearing process, the Planning Board will undertake.

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. In May deed language was reviewed and drafted, license agreement language for the parking along First Street was reviewed and staff worked with the Developer to discuss public improvements the project will provide.

In addition to working with the Developer, staff worked with representatives of the NH Department of Environmental Services to secure a waiver to allow urban fill soils from First Street to be placed within the dredge spoils cell located on Washington Street at Maglaras Park. This soil will be removed from the parking lot as part of the development of the project.

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.

In May, the citizen committee met with staff and the consulting team to review maps and discuss economic indicators for the area, as well as discuss the overall formatting and basic content of the chapter.

The Planning Board formed a committee to review sign regulations in Dover. This committee met twice during the month of May to continue reviewing the ordinance in depth and to review illumination of signs and the difference between election and political signage. The committee has reviewed definitions and is completing a page by page review of the ordinance.

Planning and Community Development staff worked with the Finance Department to present a report on Dover's economic and development conditions, as part of the City's bond rating review, prior to the issuance of bonding for 2014. This review occurred May 14th and included a van tour of the City, highlighting private and public development projects.

Planning and Community Development staff attended two pre-construction meetings with members of the Engineering and Fire Departments.

Planning Board:

- Approved an extraction permit for Brox Industries, Inc., Assessor's Map C, Lots 12-A, 13, 14, zoned R-40, located on Rochester Neck Road/Tolend Road.
- Approved an extraction permit and waiver request for Severino Trucking Co., Inc., Assessor's Map H, Lot 58, zoned I-4, located on Mast Road.
- Approved an extraction permit and waiver request for Severino Trucking Co., Inc., Assessor's Map H, Lots 59, 59-1 & 61, zoned I-4, located on Mast Road.
- Approved a Minor Lot Line Adjustment for Changing Places, LLC (Owner: Lisa O'Grady & Maloney Family Revocable Trust of 2012), Assessor's Map 20, Lots 112A & 113, zoned R-12, located at 100 & 104 Court Street.
- Approved a Minor Subdivision for Changing Places, LLC (Owner: Maloney Family Revocable Trust of 2012), Assessor's Map 20, Lot 113, located at 104 Court Street. This created 3 lots out of 1 existing lot

Zoning Board:

- Approved a dimensional variance for Changing Places, LLC (Property Owner: Maloney Family Revocable Trust of 2012), 104 Court Street (Tax Map 20, Lot 113), located in the Medium Density Residential (R-12) District. This variance from Section 170-12.A of the Zoning Ordinance and the R-12 District Table of Use and Dimensional Requirements was to permit the proposed dwellings on the new lots to be located between 25 ft. and 48 ft. from the front lot line where the dwellings are required to be located 48 ft. from the front lot line, which is the build to line equal to the average setback for all properties within the R-12 District within 500 ft. of the property to be subdivided.

Conservation Commission

- Held a site walk at 122 Dover Neck Road on Monday, May 5, 2014 to consider a proposal to construct a new dock in the Piscataqua River.
- Held a site walk on the Cassily property on May 7, 2014 to consider a proposal to develop a disc golf course on the parcel.
- 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 Forest Stewardship Plan for Timber Harvest on Conservation Easement Lots – Steve Vermette, 29 Parsons Lane, Assessor's Map A, Lots 36 & 36-12. Conservation easement (39.19 acres) obtained on 6/30/06 and held by City of Dover Conservation Commission.
- 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

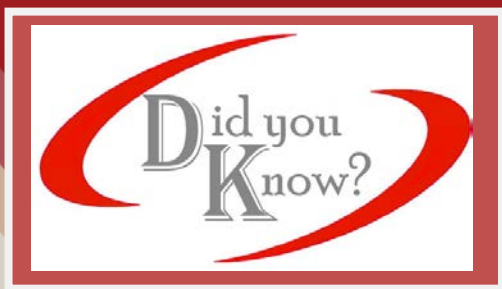
- Met to discuss the disposition of 726 Central Avenue

Energy Commission

- Met to discuss:
 - Film Series
 - Solar Power Purchase Agreement

Transportation Advisory Commission

- Did not meet



Did you know that approximately 1,044 man hours are spent preparing city properties for Memorial Day? This is a very big undertaking each year which is dependent on current weather conditions, as well as the severity and length of the winter we had. Preparation this year entailed the following:

- Mow, trim & cleanup of Pine Hill Cemetery – City Crew: 312 hours
- Mow, trim & cleanup of Pine Hill Cemetery – County CS Workers: 160 hours
- Outside mowing: 360 hours
- Pour monument foundations/set markers: 60 hours
- Plant flowers: 40 hours
- Replace flags: 16 hours
- Spread loam & reseed graves from winter burials: 96 hours



THE CITY MANAGER'S REPORT

July 9, 2014

Month Reporting on: June 2014

*"The pessimist complains about the wind; the optimist expects
it to change; the realist adjusts the sails."*

William Arthur Ward

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 Material
- Durham – Agenda Material
- Durham – Agenda Material
- Durham – Agenda Material
- Alton – School Dept electronic emails
- Alton – Ethics Comm & Sub Comm documents
- Dover – Install of water, heat & sprinkler system
- Virginia – List of uncashed checks
- New York – 83 Washington Street records
- Florida – Vendor information

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: Parking Permits inquiry; Exemption from property taxes; Annual database; Bond counsel services

Community Services: Pedestrian bridge utility crossing; Bankruptcy reimbursement; Notice of insufficiency; Tree removal and trimmings; City right-of-way;

Finance: Contracts; Change orders; Liens, discharges; Rental payments applied to past due taxes; Collection letters; Brick sidewalk project/water main project delinquency letters; Insurance bond cancellation; Question regarding payment in lieu of taxes

Police: Insurance on horse stables

Planning: Utility easement; fire burning ban; Town/city boundary, Mast Road development project; Conservation easement; Open space subdivision

Recreation: Dog ordinance proposal; Fitness Center plan

Schools: 91-A requests; lawsuit in Superior Court

City Attorney filed Answer and Appearance in Strafford County Superior Court regarding Human v. Carrier and Hebbard v. Steele.

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	31	251	302	360
Document Creation/Review	24	175	145	126
Right to Know Requests Processed	10	78	43	61
Resolutions	6	48	31	23
Ordinances	1	14	14	12

Economic Development

by Dan Barufaldi

Summary: Business activity continues to increase year-over-year regionally with performance varying somewhat across sectors. Manufacturing and tourism are seeing strong results. Software and IT services are strengthening. Slowing staffing activity has picked up while retail remains mixed. Commercial real estate is flat regionally, but significant positive activity is being experienced locally. Single family residence sales and prices have declined regionally while Dover sales units are down slightly but prices are up making the total dollar value of sales in the category positive year-over-year. Price pressures are experiencing some inflation recently with fuel and food prices in particular rising locally and in New England. Employment levels locally remain flat with Dover unemployment static at 3.5%. Selected IT, programming, and engineering slots are still left unfilled. The outlook remains positive, but not positive enough to trigger significant hiring given the uncertainties of healthcare costs and pending regulatory requirements. GDP growth locally remains well ahead of the national GDP growth in the previous quarter.

Software and Information Services: Regional software and information technology services report stronger- than- anticipated business activity, with year-over-year revenue growth in the 5% - 20% range . 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.

Strong demand for technology services in most sectors is fueling the trend. 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 with one eye on the stability of the global economy and the weakening Chinese economy.

Commercial Real Estate: Commercial real estate activity was unchanged over the month regionally with sustained strength in the Boston market. There is some indication that some of the high end apartments newly built in Boston are experiencing some resistance to achieving their occupancy goals at the rental prices hoped for. Demand locally has remained relatively flat with a few local projects coming to fruition. 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. 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.

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: Manufacturers are reporting strong sales overall. A few local manufacturers are reporting lower sales than the same period a year ago due to a falloff in export sales. Exporters to both Europe and China are concerned with the macro-economics they are seeing in both markets. The recent upheaval in Iraq and Syria, Ukraine and Russia and the energy effects it will cause in world-wide markets and economies is a growing uncertainty and concern. The Chinese housing bubble and economic slowdown are often mentioned. Firms reporting on inventory levels are split with half citing flat inventory levels and half citing higher levels. Most state the higher levels are due to more new product introductions and are not concerned about current inventory levels. Contacts in the manufacturing sector indicate that both staffing levels and wage growth remain flat except for select scarce high demand skill sets. No major capital spending projects are

underway except for a few local building projects previously reported and underway. Outlook for the balance of the year remains positive. Price pressures remain moderate except for rare metals sourced in Russia and most recently energy prices. Regional manufacturers are guardedly optimistic.

Retail & Tourism: Retail contacts report an 8% - 10% increase year-over-year with some local retailers doing that same range in decline. Weather is often blamed, but most think rising fuel, energy, and food costs are leaving little discretionary income for wants rather than needs. Apparel sales have softened across the board. Furniture sales are a bit soft in the short term as well. Most retailers contacted feel things will improve over the summer and that the recent pause will be short lived with the overall economy improving steadily.

Hotel revenues are up smartly locally and doing well all over the Boston Region. Regional restaurants are doing well with the local restaurant scene seeing some doing exceedingly well and a few struggling with outmoded business models in the face of new more competitive arrivals. Local museum attendance has improved as the weather warmed up and new and innovative and creative programs were offered.

Staffing Services: Business conditions in this industry sector have improved in the last month due to the improvement in seasonal weather and the advent of hiring for outdoor occupations in construction, landscaping and recreation. With the exception of a decline in the healthcare sector, hiring strengthen during May. Bill and pay rates have largely held steady. The outlook in the sector is optimistic and it is anticipated that growth will continue through the next few months. * NOTE: Non-local content contains excerpts from the Federal Reserve Beige Book- Boston.

Total Permits Issued: June 2014

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
13-407	RIDGEWAY STABLES	203	COUNTY FARM CROSS ROAD	CONST./INSTALL A DETACHED RUN-IN	C	B	17	4000	65
14-074	COCHECO FALLS MILLWORKS	100	MAIN STREET	REMOV. & RPLCE TELECOMM ANTENN	C	3	63B	32000	350
14-114	THE WILDER COMPANIES	877	CENTRAL AVENUE	UNIT A, INT. RENO. FOR A RESTAURAN	C	38	6A	220000	2225
14-132	THE WILDER COMPANIES	877	CENTRAL AVENUE	TENANT FIT-UP FOR RESTAURANT	C	38	6-A	180000	1825
14-139	WENTWORTH DOUGLASS HOS	789	CENTRAL AVENUE	3 SO. OLD SECTION, RENOV. TO CREAT	C	37	I	20000	225
14-145	99 RESTAURANT	8	HOTEL DRIVE	INT./EXT. RENO. OF A RESTAURANT	C	39	94	135000	1375
14-150	FLYNN	53	WASHINGTON STREET	1ST FLR INT. RENO. FOR CHILD LIGHT Y	C	2	37	50000	525
14-182	PLANET FITNESS	898	CENTRAL AVENUE	MINOR INT. RENOVATIONS OF PLANET	C	38	23B	35000	375
14-188	RAIZE	92	NEW ROCHESTER ROAD	MINOR INT. RENOVATIONS (EXPAND B	C	40	21-B	1200	45
14-080	DEMERS	12	WOODLAND ROAD	CONST. A SECOND STORY SIDE ADDITI	R	17	95F-1	22000	265
14-082	DAWSON	1	RABBIT ROAD	CONST. A SMALL FT ADD'N & TO RENO	R	J	15A	38000	405
14-097	FOSCO	301	DOVER POINT ROAD	CONST. A ROOF OVER AN EXISTING DE	R	L	63	24000	265
14-113	DOVER POINT PROPERTIES DE	34	SHORE LANE	NEW CONST. SFD W/ATT. GARAGE	R	L	89G-1	190000	1925
14-121	TWIDLE	8	KELLEY DRIVE	CONST. A FULL REAR SHED DORMER &	R	I	117	53000	555
14-122	ELSE	31	BOXWOOD LANE	FINISH BASEMENT FOR ADDITIONAL LI	R	B	4-41	25000	275
14-124	GOLDMAN, LIZ	44	RUTLAND STREET	RENO./REMODEL THE KITCHEN	R	12	137	25000	275
14-130	SHERPA	9	CHANDLER WAY	REMOVE FRON DECK & CONST. A FRON	R	H	23-1	6800	95
14-133	MCGREGOR	8	FREEDOM DRIVE	CONST. A SIDE CARPORT ADDITION	R	K	21	6200	85
14-134	FRANK	3	INDEPENDENCE DRIVE	CONST. A SIDE CARPORT ADDITION	R	K	21	6200	85
14-137	GRAYSTONE BUILDERS	15	LIKA DRIVE	NEW CONST. SFD W/ATT. GARAGE	R	E	45-1	160000	1625
14-151	GROSSMAN	39-40	MILL STREET	CONST./INSTALL A FREE STANDING DE	R	16	32	3000	55
14-156	RAMDEV	108	DOVER NECK ROAD	CONST. 4 DORMERS ADDITIONS	R	M	74A	75000	775

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
14-157	CIMON	30	TAYLOR ROAD	CONST. A REAR DECK ADDITION	R	G	10-5	5000	75
14-161	FRASER	24	BALDWIN WAY	FINISH SECTION IN BASEMENT FOR AD	R	L	40-13	17400	205
14-162	TESCH	32	LUCY LANE	INSTALL AN ABOVE GROUND SWIMMIN	R	G	26-14	4000	65
14-163	ELLIS-SHAW	535	TOLEND ROAD	CONST. SIDE, FRONT AND DORMER AD	R	C	40-C	62000	645
14-165	MATTHEW KLEIN	210	MIDDLE ROAD	CONST./INSTALL AN STORAGE SHED	R	M	101-2	7000	95
14-166	MCMAHON	41	REDDEN STREET	ENLARGE 2ND FLR BATHRM	R	36	26D	5000	75
14-168	STONE	22	PISCATAQUA ROAD	CONST. A STORAGE SHED	R	I	96C	4000	65
14-169	HAWKINS	212	DOVER POINT ROAD	CONST. A REAR DECK ADDITION	R	L	92J	6000	85
14-170	LEONARD	13	MAPLE STREET	CONST./INSTALL A BATHRM WITHIN AN	R	30	65	7000	190
14-171	EASTMAN	11	SANDPIPER DRIVE	CONST. A DETACHED GARAGE	R	C	2-B-1	40000	425
14-175	MASK 8NY LLC	8	NEW YORK STREET	CONST./INSTALL AN EGRESS PLATFOR	R	27	9	2000	45
14-176	ROYER SNOW (CURRENT)	27	DURELL STREET	DEMOLISH A SFD	R	24	29	0	50
14-177	TOLEND ROAD PROPETIES, LL	35	SANDRAS RUN	NE CONST. SFD W/ATT. GARAGE	R	G	24J-5	140000	1425
14-178	COLE	36	HILLCREST DRIVE	CONST./INSTALL A SIDE BULKHEAD AD	R	35	56L	7500	105
14-179	JOST	7	RIVERDALE AVENUE	CONST. 2-STORY SIDE ADD. W/LIVING A	R	I	79A	162000	1645
14-181	RIVER VALLEY DEVELOPMEN	20	CHILDS DRIVE	NEW CONST. SFD W/ATT. GARAGE	R	N	8A-H	204000	2065
14-185	MCINTYRE	47	WALLACE DRIVE	CONST. A REAR DECK ADDITION	R	G	29-8	7300	105
14-186	ROUX	28	ELM STREET	KITCHEN & BATHRM RENO. IN A SFD	R	12	51	30000	325
14-188	GREENSHIELDS	13	SOUTH WATSON LANE	INSTALL A ROOF MOUNTED SOLAR AR	R	17	84	5000	75
14-189	BRINDAMOUR	67	WATSON ROAD	INSTALL AN INGROUND SWIMMING PO	R	E	38	33000	355

<u>Permit #</u>	<u>Owner's Last Name</u>	<u>Street #</u>	<u>Street</u>	<u>Description</u>	<u>Type</u>	<u>Map</u>	<u>Lot</u>	<u>Construction Value</u>	<u>Fee</u>
-----------------	--------------------------	-----------------	---------------	--------------------	-------------	------------	------------	---------------------------	------------

Total Permits Issued: 42

Total Construction Value: \$2,059,600.00

Total Fees Collected: \$21,815.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	2	Change of Use	0
Commercial Renovations	7	Commercial	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	0	Industrial	0
Industrial	0	Renovations	4
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	6
Single Family Dwelling	4	Single Family Dwellings	7
Renovations Dwelling Unit	27	Accessory Dwelling Unit	1
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	1		
		Total	18

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													
Multi-Family:														
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
Total: Multi-family			334	174	160									15
Subdivisions:														
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	5	15	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	2	9	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	3	0	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
Total: Single Family			278	178	100									103
TOTAL APPROVED UNITS			612	352	260									118
Elderly:														
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	
Total: Elderly			125	91	34									
APPROVED = ELDERLY			737	443	294									118

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
 C:\Users\bessettec.DOVERNET\Desktop\CM Report\2014\2014.07.09 Report\COPY of subdivisions june '14

City of Dover

Bid Solicitation Report

For June 2014

6/30/2014

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				Overhead Door Repairs	
B14073	06/04/2014	06/25/2014			
Finance				Appraisal Services for Six contiguous parcels on Coheco Street	
Q14-024	06/05/2014	06/25/2014			
Community Services				Professional Engineering Services for Water Systems Facilities Upgrades	
B14074	06/11/2014	07/09/2014			
Fire and Rescue				DVD/CD Reproduction of 2014 Fire Safety Festival	
Q14-012	06/17/2014	07/01/2014			

City of Dover

Bid Solicitation Report

For June 2014

6/30/2014

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	
Executive				Appraisal Services for Utility Easements	
Q14-025	06/18/2014	07/03/2014			
Fire and Rescue				Medical Supplies	
B14067	06/19/2014	07/10/2014			

Total for

Grand Total All Departments

City of Dover

Revenues of Major Funds June 30, 2014

(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 68,454,813	\$ 6,997,662	\$ 69,200,043	101.0%	\$ (745,230)	\$ -	\$ (745,230)	(1.1)%
Licenses & Permits	4,292,780	464,025	5,680,626	132.0	(1,387,846)	-	(1,387,846)	(32.3)
Intergovernmental	2,016,440	601	1,953,782	97.0	62,658	-	62,658	3.1
Charges for Services	3,009,253	218,099	3,096,976	103.0	(87,723)	-	(87,723)	(2.9)
Miscellaneous Revenue	1,221,805	47,851	959,109	78.0	262,696	-	262,696	21.5
Education	11,650,632	158,272	11,277,005	97.0	373,627	(677)	374,304	3.2
Operating Transfers In	327,688	42,000	144,833	44.0	182,855	-	182,855	55.8
Sub-total : 1000 General Fund	\$ 90,973,411	\$ 7,928,511	\$ 92,312,374	101.0%	\$ (1,338,963)	\$ (677)	\$ (1,338,286)	-1.5%
3213 Parking Activity Fund								
Licenses & Permits	\$ 101,280	\$ 9,196	\$ 101,747	100.0%	\$ (467)	\$ -	\$ (467)	- 0.5%
Parking Income	310,000	27,376	349,694	113.0%	(39,694)	-	(39,694)	-12.8%
Parking Fines	150,000	(11,608)	129,737	86.0%	20,264	-	20,264	13.5%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 24,964	\$ 581,178	104.0%	\$ (19,898)	\$ -	\$ (19,898)	- 3.5%
3320 Residential Solid Waste Fund								
Charges for Services	\$ 950,663	\$ 29,830	\$ 854,264	90.0%	\$ 96,399	\$ -	\$ 96,399	10.1%
Miscellaneous Revenue	0	94	498	0.0	(498)	-	(498)	0.0
Sub-total : 3320 Residential Solid Waste	\$ 950,663	\$ 29,924	\$ 854,762	90.0%	\$ 95,901	\$ -	\$ 95,901	10.1%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 625,628	\$ 52,971	\$ 606,794	97.0%	\$ 18,834	\$ -	\$ 18,834	3.0%
Operating Transfers In	168,110	12,795	168,117	100.0	(7)	-	(7)	(0.0)
Sub-total : 3381 McConnell Center	\$ 793,738	\$ 65,767	\$ 774,911	98.0%	\$ 18,827	\$ -	\$ 18,827	2.4%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 428,123	\$ 52,536	\$ 374,490	87.0%	\$ 53,633	\$ -	\$ 53,633	12.5%
Miscellaneous Revenue	18,000	120	4,540	0.3	\$ 13,460	-	13,460	74.8
Operating Transfers In	15,500	13,960	15,500	100.0	0	-	0	0.0
Other Financing Sources	119,100	-	-	0.0	119,100	-	119,100	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 66,616	\$ 394,530	68.0%	\$ 186,193	\$ -	\$ 186,193	32.1%
5300 Water Fund								
Charges for Services	\$ 4,828,014	\$ 407,787	\$ 4,669,278	97.0%	\$ 158,736	\$ -	\$ 158,736	3.3%
Miscellaneous Revenue	25,500	5,958	126,864	498.0	(101,364)	-	(101,364)	(397.5)
Sub-total : 5300 Water Fund	\$ 4,853,514	\$ 413,745	\$ 4,796,143	99.0%	\$ 57,371	\$ -	\$ 57,371	1.2%
5320 Sewer Fund								
Intergovernmental	\$ 6,240	\$ -	\$ -	0.0%	\$ 6,240	\$ -	\$ 6,240	100.0%
Charges for Services	5,692,809	699,223	5,386,734	95.0	306,075	-	306,075	5.4
Miscellaneous Revenue	36,000	5,479	98,199	273.0	(62,199)	-	(62,199)	(172.8)
Other Financing Sources	1,012,476	-	-	0.0	1,012,476	-	1,012,476	100.0
Sub-total : 5320 Sewer Fund	\$ 6,747,525	\$ 704,702	\$ 5,484,932	81.0%	\$ 1,262,593	\$ -	\$ 1,262,593	18.7%
6100 Dovernet Fund								
Charges for Services	\$ 513,481	\$ 96,026	\$ 570,442	111.0%	\$ (56,961)	\$ -	\$ (56,961)	-11.1%
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	\$ 96,026	\$ 595,442	93.0%	\$ 42,328	\$ -	\$ 42,328	6.6%
Total : REVENUES	\$ 106,098,624	\$ 9,330,255	\$ 105,794,272	100.0%	\$ 304,352	\$ (677)	\$ 305,029	0.3%

City of Dover

Expenditures of Major Funds

June 30, 2014

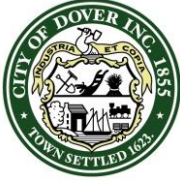
(General Fund Includes County, School and Debt Service)

	<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>
EXPENDITURES								
1000 General Fund								
City Council	\$ 411,699	\$ 18,760	\$ 370,045	90.0%	\$ 41,654	\$ 37,491	\$ 4,163	1.0%
Executive	805,318	45,470	754,049	94.0	51,269	7,067	44,202	5.5
Finance	1,620,731	107,579	1,507,913	93.0	112,818	20,611	92,206	5.7
Planning	491,541	38,137	469,656	96.0	21,885	10,336	11,549	2.3
Misc General Government	1,036,623	57,933	494,046	48.0	542,577	223,438	319,140	30.8
Police	7,188,131	526,707	6,992,813	97.0	195,318	22,441	172,877	2.4
Fire & Rescue	7,285,481	542,371	7,192,083	99.0	93,398	8,927	84,471	1.2
Community Service Public Works	5,882,719	417,452	4,777,108	81.0	1,105,611	347,929	757,682	12.9
Recreation	2,008,829	152,279	1,855,915	92.0	152,914	37,117	115,797	5.8
Public Library	1,056,082	74,547	1,038,776	98.0	17,306	11,290	6,016	0.6
Public Welfare	843,167	57,562	730,268	87.0	112,899	13,526	99,374	11.8
Debt Service	9,785,929	5,081,522	9,119,667	93.0	666,262	-	666,262	6.8
Other Financing Sources/Uses	2,581,172	2,811,784	3,386,784	131.0	(805,612)	-	(805,612)	(31.2)
School	42,263,590	4,026,691	38,385,472	91.0	3,878,118	3,416,165	461,953	1.1
Intergovernmental	7,771,799	-	7,771,799	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 91,032,811	\$ 13,958,795	\$ 84,846,395	93.2%	\$ 6,186,416	\$ 4,156,336	\$ 2,030,080	2.2%
3213 Parking Activity Fund								
Police	\$ 561,280	\$ 83,121	\$ 508,979	91.0%	\$ 52,301	\$ 72,385	\$ (20,084)	-3.6%
Sub-total : 3213 Parking Activity Fund	\$ 561,280	\$ 83,121	\$ 508,979	90.7%	\$ 52,301	\$ 72,385	\$ (20,084)	-3.6%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 972,726	\$ 59,470	\$ 777,119	80.0%	\$ 195,608	\$ 159,107	\$ 36,501	3.8%
Sub-total : 3320 Residential Solid Waste Fund	\$ 972,726	\$ 59,470	\$ 777,119	79.9%	\$ 195,608	\$ 159,107	\$ 36,501	3.8%
3381 McConnell Center Fund								
Recreation	\$ 793,738	\$ 361,780	\$ 781,528	98.0%	\$ 12,210	\$ 342,804	\$ (330,594)	-41.7%
Sub-total : 3381 McConnell Center Fund	\$ 793,738	\$ 361,780	\$ 781,528	98.5%	\$ 12,210	\$ 342,804	\$ (330,594)	-41.7%
3410 Recreation Special Revenue Fund								
Recreation	\$ 580,723	\$ 18,949	\$ 381,321	66.0%	\$ 199,402	\$ 4,085	\$ 195,316	33.6%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 580,723	\$ 18,949	\$ 381,321	65.7%	\$ 199,402	\$ 4,085	\$ 195,316	33.6%
5300 Water Fund								
Community Service Public Works	\$ 4,957,872	\$ 499,391	\$ 4,413,406	89.0%	\$ 544,466	\$ 242,900	\$ 301,566	6.1%
Sub-total : 5300 Water Fund	\$ 4,957,872	\$ 499,391	\$ 4,413,406	89.0%	\$ 544,466	\$ 242,900	\$ 301,566	6.1%
5320 Sewer Fund								
Community Service Public Works	\$ 6,917,127	\$ 600,185	\$ 6,079,603	88.0%	\$ 837,524	\$ 324,485	\$ 513,039	7.4%
Sub-total : 5320 Sewer Fund	\$ 6,917,127	\$ 600,185	\$ 6,079,603	87.9%	\$ 837,524	\$ 324,485	\$ 513,039	7.4%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 781,661	\$ 45,423	\$ 470,329	60.0%	\$ 311,332	\$ 21,283	\$ 290,050	37.1%
Sub-total : 6100 Dovernet Fund	\$ 781,661	\$ 45,423	\$ 470,329	60.2%	\$ 311,332	\$ 21,283	\$ 290,050	37.1%
Total : EXPENDITURES	\$ 106,597,939	\$ 15,627,113	\$ 98,258,680	92.2%	\$ 8,339,259	\$ 5,323,385	\$ 3,015,875	2.8%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) June 30, 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>
Revenue	1,328,277	32,799	1,262,378	95.0	65,899	0	65,899	5.0
Expenditures	936,955	46,748	868,037	92.6	68,918	27,514	41,404	4.4
Debt Service								
Principal	265,063	215,000	265,063	100.0	0	0	0	-
Interest	70,759	60,336	70,759	100.0	0	0	0	-
	55,500	(289,286)	58,519	105.4	(3,019)	(27,514)	24,495	44.1



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, June 4, 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. DISCUSSIONS

A. GENERAL BUDGET DISCUSSIONS

City Manager Joyal gave an overview of the handout, Council Suggested General Fund Budget Adjustments with Tax Bill Impact, dated June 4, 2014.

Mayor Weston said they had \$13,450 additional funds to spend.

Deputy Mayor Carrier referred to the discussions from the last City Council Workshop and recommending \$6,000 go towards the Recreation Department and the \$7,450 goes towards Wednesday night hours at the Library.

City Manager Joyal said the Library hours were also paid for by reducing one of the self-checkout stations at the Library. He clarified that the Recreation Department needed \$5,975 to replace the indoor pool HVAC equipment controls.

Councilor Gagnon asked how much the part for the indoor pool actually costs.

Recreation Department Director Bannon said the part actually costs \$8,657, and the remaining balance he will adjust from his operating budget.

Mayor Weston started a discussion on increasing Library Hours on Wednesday night, and increasing the budget \$10,000, and reducing the self-checkout installation to one station.

Deputy Mayor Carrier asked the City Manager if these changes were sustainable.

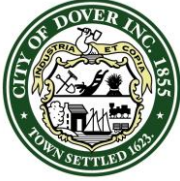
City Manager Joyal said he can't give an absolute answer without a full examination, but he felt that if the City continues to see the growth within the City it should be sustainable.

Deputy Mayor Carrier asked if there was any additional revenue that can be attached to the extended hours.

City Manager Joyal said there could be additional revenue from renting out meeting rooms.

Library Director Beaudoin said non-profit organizations don't pay rent, which is most of their requests. She said other organizations pay \$30.00 for the small room, and \$60.00 for the larger room.

There was consensus to add the Wednesday Library hours and reduce the self-checkout station to one.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, June 4, 2014**
Meeting Time: **7:00 pm**

Mayor Weston referred to Item #2 and asked if there was consensus to consider the Strafford Regional Planning Commission Dues.

There was no consensus from the Council.

Mayor Weston referred to Item #3 and asked if there was consensus to consider adding Recycling Center hours.

There was no consensus from the Council.

Mayor Weston referred to Item #5; and asked if there was consensus to consider adding funds to the Pavement Management Program.

There was no consensus from the Council.

Councilor Cheney referred back to Item #3, and asked the City Manager to find the money in the budget without going over the cap.

City Manager Joyal said it will impact the budget somewhere else, but he will do as directed by the Council. He said it was just for seasonal hours during spring and fall cleanup times.

The Council consensus was to keep it off.

Mayor Weston referred to Item #6, and asked if there was consensus to consider adding Item #6.a.

Councilor Gagnon asked if they could have a general item where the funding was going.

Interim Superintendent Fernandes said they don't have specific areas at this point. He stressed that it wouldn't be used frivolously.

There was consensus from the Council.

Mayor Weston said the Council has consensus to for the following changes to the proposed budget: Restore Wednesday night Library hours, remove funds for one self-checkout station and table, increase appropriation for replacement of indoor pool HVAC equipment controls., and the \$105,400 increase for the School Department.

Finance Director Lynch said the resolution that is to be substituted as a whole during the Special Meeting already includes the \$105,400 for the School Department.

Councilor Cheney discussed language changes in the budget resolution with the City Manager.

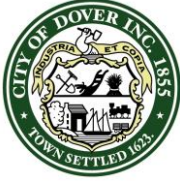
6. CITIZEN'S FORUM

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

Gregory Brown, 6 Summer Drive: He spoke in favor of the School Department's budget. He also supported the recycling center and encouraged a fee to allow for additional hours.

Amanda Russell, 20 Cranbrook Lane: She spoke in favor of the School Department's budget.

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



CITY OF DOVER

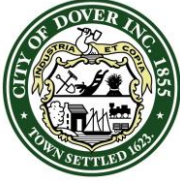
CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, June 4, 2014**
Meeting Time: **7:00 pm**

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn to the Special Meeting; 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, June 4, 2014**
Meeting Time: **To immediately follow Workshop Session**

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. 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.

6. UNFINISHED BUSINESS

A. RESOLUTION: FISCAL YEAR 2015 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM SPONSORED BY MAYOR WESTON BY REQUEST

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

Vote: 9/0.

City Manager Joyal said they just voted to adopt the budget. He asked for a motion to reconsider.

Councilor Garrison moved to reconsider the previous vote; seconded by Councilor Gagnon.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved to substitute resolution as a whole; seconded by Councilor Garrison.

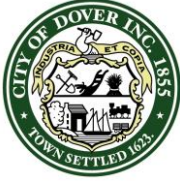
Deputy Mayor Carrier moved to move original resolution; seconded by Councilor Garrison.

Councilor Gagnon moved to substitute the resolution as a whole; seconded by Councilor Thibodeaux.

Vote: 9/0.

Councilor McManus moved to add \$10,000.00 to restoring Wednesday night Library hours; seconded by Councilor Hooper.

Councilor Gagnon asked to make a friendly amendment to include the \$2,525.00 reduction from removing the funds for a self-checkout station.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 4, 2014**
Meeting Time: **To immediately follow Workshop Session**

Councilor McManus changed his motion to state: add \$7,475.00 to the Library budget.
Councilor Hooper agreed to the change as second.
Councilor Garrison said he would like them separated.
Councilor McManus changed his motion back to the original motion of adding \$10,000 to restoring Wednesday night Library hours.
Councilor Hooper agreed to the change as second.
Vote: 8/1; Passed. Councilor Garrison was opposed.

Councilor McManus moved to remove \$2,525.00 from the Library's budget for one self-checkout station; seconded by Councilor Hooper.
Vote: 9/0.

Councilor Hooper moved to add \$5,975.00 to the Recreation Department's budget for the replacement of indoor pool HVAC equipment controls; seconded by Councilor O'Connor.
Vote: 9/0.

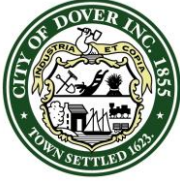
City Manager Joyal clarified the numbers that will change in the Budget Resolution.
Page 1, 1000, General Fund Estimate Revenues and Appropriations will change to 94,579,690.
Page 1, Totals, \$120,472,169.
Page 2, Item #2, last sentence: General Fund Appropriations include \$32, 243,628 for City Operations...

Mayor Weston asked for a roll call vote on the amended resolution.
Roll Call Vote: 8/1; Passed. Councilor Garrison was opposed.

7. NEW BUSINESS

A. RESOLUTION: SETTING VOTING HOURS FOR THE SEPTEMBER 9, 2014 STATE PRIMARY AND THE NOVEMBER 4, 2014 GENERAL ELECTION SPONSORED BY MAYOR WESTON BY REQUEST

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 4, 2014**
Meeting Time: **To immediately follow Workshop Session**

Deputy Mayor Carrier moved to suspend the rules to add the following resolution; seconded by Councilor McManus.

Vote: 9/0.

B. RESOLUTION: B14061 – SILVER STREET RECONSTRUCTION AND REPROGRAMMING OF UNEXPENDED BOND PROCEEDS (TO BE REFERRED TO A PUBLIC HEARING ON JUNE 11, 2014) SPONSORED BY MAYOR WESTON BY REQUEST

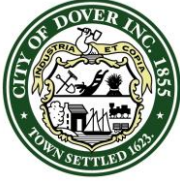
Deputy Mayor Carrier moved to refer to a public hearing on June 11, 2014; seconded by Councilor Cheney.

Vote: 9/0.

8. ADJOURNMENT

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

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Councilor Gagnon 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

Deputy Mayor Carrier moved to add as Item #13.B.2.: Transfer Funds to School Technology Capital Reserve Fund, add as Item 13.B.3.: Transfer Funds to School Curriculum Capital Reserve Fund, and an oral committee report regarding the Police Facility and Parking Garage Building Committee.

Councilor Hooper moved to add the School Board Report and Legislative Liaison Report.

Councilor Thibodeaux moved to accept the Agenda as amended; seconded by Councilor Gagnon.

Vote: 9/0.

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

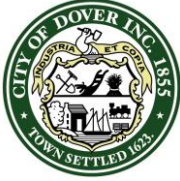
Douglas DeDe, 143 Locust Street: He requested that the City have a hearing before the actual vote, because there have been some changes that the citizen's need to be informed about. He said he did support the project.

Arthur Burke, 2 Union Street: He spoke about the building on the corner of Silver Street and Central and how it was out of balance with the area.

Mayor Weston asked him to limit his conversation to Silver Street.

Mr. Burke said he would like to see the plans for Silver Street.

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



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 11, 2014**
Meeting Time: **7:00 pm**

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.

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

9. CITY MANAGER'S REPORT

- A. May 28, 2014**
- B. June 11, 2014**

City Manager Joyal recognized two employees: Steve Bird was named Planner of the Year, and the Dover Firefighters regarding their work organizing the Children Fire Safety Festival for the past 10 years. He spoke about his professional development. He spoke about the Mayor Weston, Planning Director Parker, and Economic Development Director's meeting with the organization called "Refugee Success" and their efforts to bring refugees to Dover. He hopes to have a workshop in August regarding this topic.

Mayor Weston referring to the Silver Street public hearing comments and asked for clarification. City Manager Joyal said this resolution was regarding reprogramming funds from other projects towards the Silver Street project.. He said there will be a meeting on July 17th regarding the entire scope of the project.

Councilor Garrison also wanted to recognize the appointment of Building Inspector Tom Clark to the State Building Code Review Board.

Councilor Cheney spoke about the Heritage District status for Silver Street and asked who was going to pay for the brick sidewalks and special lighting.

City Manager Joyal said it was part of the project, but something the Council can decide on when the time comes to approve the project.

Deputy Mayor Carrier thanked the anonymous donor who gave \$100,000 to the Henry Law Park project.

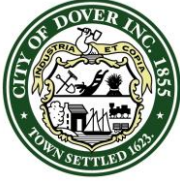
Recreation Department Director Bannon spoke about the project, commitment, and how this was a major donation.

Councilor Garrison discussed the Heritage District specification and said it doesn't require brick sidewalks or special lighting.

Mayor Weston asked for a presentation to the Council regarding the Silver Street project.

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

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 11, 2014**
Meeting Time: **7:00 pm**

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**

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

11. MAYOR'S REPORT

Mayor Weston said she attended the 100th Birthday party for Edie Smith. She spoke on Memorial Day to recognize the people who serve the country. She attended the BizEd Connect meeting at the Dover High School, and said it was a very positive program. She performed several ribbon cuttings for new businesses and businesses celebrating anniversaries in Dover.

Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor O'Connor.
Vote: 9/0.

12. UNFINISHED BUSINESS

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

13. NEW BUSINESS

A. CONSENT CALENDAR

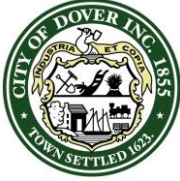
- 1. **BLOCK PARTY – Greater Dover Chamber of Commerce – Farmer's Market**
- 2. **RAFFLE – Dover Little Green Football, Inc.**
- 3. **TAG – Corinne's School of Dance**
- 4. **TAG – Dover Little Green Cheerleading**
- 5. **TAG – Dover Little Green Football, Inc.**
- 6. **TAG – Dover Youth Football League, 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



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
 Meeting Location: **Council Chambers, City Hall**
 Meeting Date: **Wednesday, June 11, 2014**
 Meeting Time: **7:00 pm**

- 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

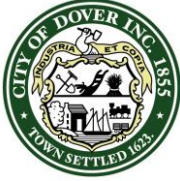
- 1. **School Board**
- 2. Planning Board
- 3. Appointments Committee
- 4. Recreation Advisory Board
- 5. McConnell Center Advisory Committee
- 6. Arts Commission
- 7. Solid Waste Advisory Commission
- 8. Transportation Advisory Commission
- 9. Legislative Liaison**
- 10. Pool Advisory Committee
- 11.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

Deputy Mayor Carrier moved to adopt the Consent Calendar; seconded by Councilor O'Connor. Mayor Weston asked the Council if they had items they would like pulled for further discussion. Councilor Hooper asked to pull the School Board Reports and the Legislative Liaison Report. Councilor Cheney asked to pull Item 13.A.8. Deputy Mayor Carrier asked to pull the Police Facility and Parking Garage Building Committee Report. 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 to adopt 13.A.8.; seconded by Councilor Garrison. Councilor Cheney asked for clarification regarding why there was only one reply on this project. City Manager Joyal said the project was very specific that required specialized equipment. Roll Call Vote: 9/0.

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 Garrison.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 11, 2014**
Meeting Time: **7:00 pm**

Vote: 9/0.

Deputy Mayor Carrier gave an oral report regarding the Police Facility and Parking Garage Building Committee to the Council.

Deputy Mayor Carrier moved to accept the Police Facility and Parking Garage Building Committee; seconded by Councilor Gagnon.

Vote: 9/0.

B. RESOLUTIONS

1. FISCAL YEAR 2014 TRANSFER OF APPROPRIATION – GENERAL FUND SPONSORED BY MAYOR WESTON BY REQUEST

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

2. TRANSFER FUNDS TO SCHOOL TECHNOLOGY CAPITAL RESERVE FUND SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Hooper.
Mayor Weston gave an overview of the resolution to the Council.

City Manager Joyal recommended that the Council not approve this resolution. He said he would like the surplus go into the Funds Balance to help improve the City's bond rating. He spoke about the upcoming High School project and explained how the bond rating will affect the interest rates.

The Council discussed supporting the School with the special reserve accounts.

School Board Chairperson Russell said she supported putting the funds into the reserve accounts, and said there will still be a minimum of \$200,000 to go into Fund balance.

Councilor Hooper asked if the School Board would compromise.

Chairperson Russell said she could not speak for the School Board, but they did vote unanimously for the funds being put into the reserve accounts.

Councilor Garrison asked if this could be tabled so the School Board could discuss it.

Mayor Weston said the Council wasn't meeting again before the end of the fiscal year, and this needed to be completed.

Councilor McManus discussed the benefit of following the City Manager's recommendation since the money can't be used this upcoming budget if it's put in the reserve funds.

Chairperson Russell talked about spending \$400,000 this year in technology items.

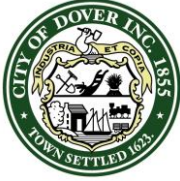
Councilor McManus talked about spending money in the last two weeks of the fiscal year, and how the School Board got in trouble for doing this last year.

Councilor Cheney asked why the Council wasn't meeting again this month.

Mayor Weston said they had no items on the agenda for the June 25, 2014 and decided not to have a meeting.

City Manager Joyal spoke about meeting with the bond rating companies, and why he is recommending that these funds go into Fund Balance and not the reserve accounts.

Councilor Thibodeaux said the bond rating companies wouldn't think it wrong that the City is putting money away for a rainy day.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 11, 2014**
Meeting Time: **7:00 pm**

City Manager Joyal agreed with that comment, but said putting the funds in Fund Balance would look even better. He said funding the capital reserve accounts should be a line item in their budget and put in every year, and not use surplus funds. He said the rating companies will look at that and say it's not sustainable, because they won't know where that money is coming from next year.

Councilor Gagnon spoke about the additional \$105,000 in the School Department's budget to be put into the reserve funds, and make is sustainable.

Councilor McManus moved to move the question; seconded by Councilor Thibodeaux.

Vote: 4/5; Failed. Deputy Mayor Carrier, Councilors Hooper, McManus and Thibodeaux voted in favor.

Councilor Garrison said the School Board can reallocate the \$105,000 in their budget to these funds, while the surplus \$100,000 will go into Fund Balance. He felt this was more financially prudent.

City Manager Joyal gave an overview of the process of funding the Reserve Funds.

Mayor Weston said it was the recommendation of the Council that the \$105,000 go into the Reserve Funds.

Roll Call Vote: 6/3; Passed. Councilors Cheney, Garrison, and McManus were opposed.

3. TRANSFER FUNDS TO SCHOOL CURRICULUM CAPITAL RESERVE FUND SPONSORED BY MAYOR WESTON BY REQUEST

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

Mayor Weston said she supported these reserve funds, and recommended that the \$105,000 also go into the Reserve Funds.

Roll Call Vote: 7/2; Passed. Councilors Garrison and McManus were opposed.

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

Deputy Mayor Carrier moved to refer to a public hearing on July 9, 2014; seconded by Councilor Cheney.

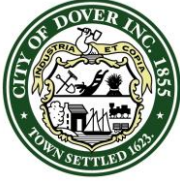
Councilor Cheney said the Ordinance Committee will not be meeting regarding this Ordinance.

Vote: 9/0.

14. COUNCIL CORRESPONDENCE – None

15. COUNCIL MATTERS OF INTEREST

Councilor Cheney spoke about the issue that these resolutions were brought before the Council tonight. She understood that there was an email regarding them on Friday, but the actual resolutions the Councilors were just seeing them for the first time tonight.



CITY OF DOVER

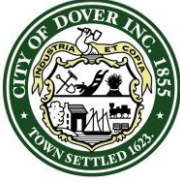
CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 11, 2014**
Meeting Time: **7:00 pm**

Councilor Thibodeaux said she is holding a Coffee with a Councilor session at Baby Ben's on Saturday, 11:00 am to 1:00 pm.

16. ADJOURNMENT

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2014.06.11 – 10**
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.~~

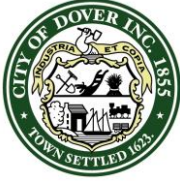
C. ~~Penalties~~

- ~~(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 - RESOLUTION

Agenda Item#: 12.C.1.

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:

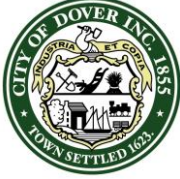
The Purchasing Agent is hereby authorized to issue a purchase order to Severino Trucking Company Inc of Candia NH for the reconstruction of Silver Street at rates provided in conjunction with B14061 in the amount not to exceed \$5,364,581.50. The amount of this authorization shall be limited so as not 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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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

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

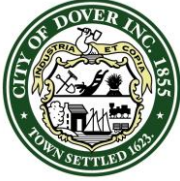
DOCUMENT HISTORY:

First Reading Date: 06/04/2014
Approved Date:

Public Hearing Date: 06/11/2014
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#: 12.C.1.

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.

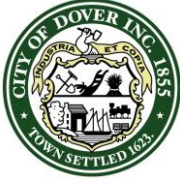
The reconstruction of Silver Street originally started as a water main, street and drainage replacement project. Since the initial design started, including input from residents, the project has evolved into an upgrade of a gateway to the downtown. The project now consists of water main replacements, 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
Total Project Cost General Streets Portion		\$4,426,000.00	\$0.00	\$4,426,000.00



CITY OF DOVER

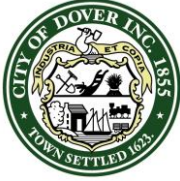
CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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

		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
Total Project Cost Water Fund		\$1,429,000.00	\$0.00	\$1,429,000.00

		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
Total Project Cost Sewer Fund		\$15,000.00	\$0.00	\$15,000.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	291	Number of Responses:	2
Warranty:	Per manufacturers	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	As needed
Recommended Award to:	Severino Trucking Company Inc	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List & Results:

https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids_and_Requests_f or_Proposal&index=open_date&desc=1



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: Cocchecho Networkers

Federal Tax ID number for Organization: 26-0251377

Check (✓) Nature of Organization:

Religious _____, Educational _____, Charitable _____, Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other ✓ Club

(Describe) Networking Club of local business professionals

Contact Person: Kelley Dowd Day Time Telephone: 603-380-1359

Address: 273 Locust St 2A, Dover NH Email KDowd@Livinginnovations.com

Purpose of Permit: Raffle

Date of Event: 1 week camping Specific Time: good for 2013 or 2014 camping season

Location of Event: Lee NH

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: 1 week camping at Wellington Campground, Lee, NH

Cost of Ticket: \$ 10.00 Date of Drawing: 7/24/2014

Place of Drawing: Stratford Farms, Dover, NH

* 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/signature

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: 6/26/14

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: 6/16/2014



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

Organization Name: Dover childrens center
Federal Tax ID number for Organization: 02-0303815

Check (✓) Nature of Organization:

Religious ____, Educational ✓, Charitable ✓, Civic ____, Sports ____, Veterans ____, Fraternal or Political ____, Other ____,
(Describe) Serving low to very low income children ages 6 weeks to 12 years promoting quality care

Contact Person: Melissa Fischetto Day Time Telephone: 747-71037
Address: 43 Back River Road Dover NH 03820 Email: Melissa.dcc@gmail.com

Purpose of Permit: Parade for the Dover Christmas Parade
Date of Event: 11/30/14 Specific Time: 2:30 START (STREET CLOSE AROUND NOON)

Location of Event: SIXTH STREET CENTRAL AVE. FEW SIDE STREETS
2:30 PM START (MES)

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

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: Sgt. Marn Speidel Check Here If Parade Route Is Attached:

ROAD TOLL ONLY

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

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

Licensing Board Approval [Signature] Date: 6/19/14

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: Melissa Fischetto DATE: 6/16/14



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

Organization Name: FIRST PARISH CHURCH
Federal Tax ID number for Organization: 02-0240160

Check (✓) Nature of Organization:
Religious ✓, Educational __, Charitable __, Civic __, Sports __, Veterans __, Fraternal or Political __, Other __
(Describe)

Contact Person: JOHN STRAIGHT Day Time Telephone: (W) 603-970-3057 / (C) 603-781-7359

Address: 34 DOVETAIL LANE, DOVER, NH Email JOHN.STRAIGHT@GMAIL.COM

Purpose of Permit: ROAD RACE

Date of Event: NOVEMBER 1, 2014 Specific Time: 9:00 AM - 1:00 PM

Location of Event: 13.1 MILE COURSE - STARTS AND ENDS @ 218 CENTRAL AVE., DOVER, NH
(SEE CUE SHEET AND MAPS)

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

PARADE
PERMITS &
BLOCK

PARTIES ONLY

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

Police Department Parade Route/Block Party Approval Signature: _____

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

ROAD TOLL ONLY

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

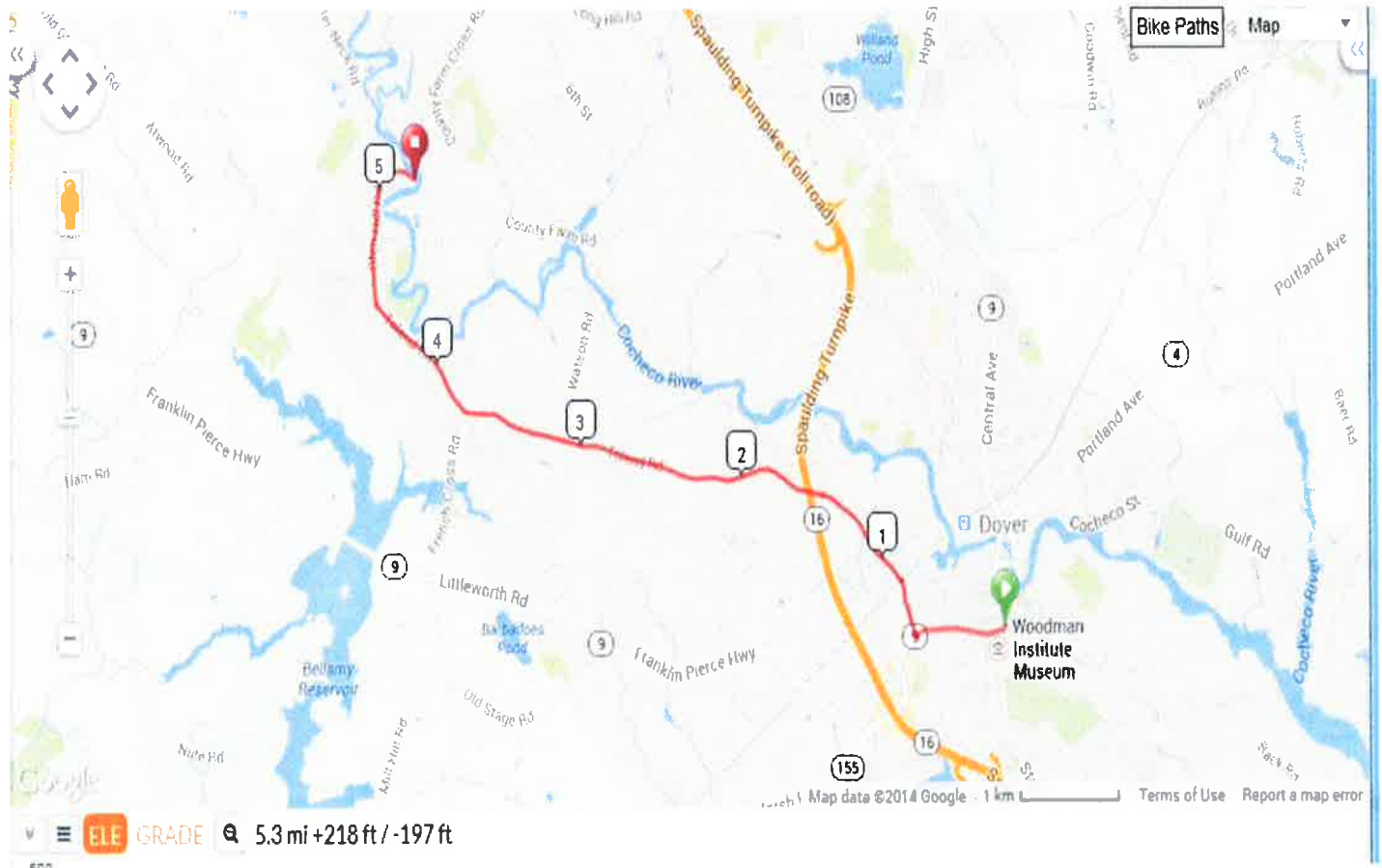
Licensing Board Approval [Signature] Date: 6/12/14

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: June 5, 2014

First Parish Church Dover, NH Cocheco Challenge Half Marathon Race Course

Part 1 - 5.3 miles from Start at First Parish Church, 218 Central Avenue, Dover, NH to Footbridge @ Covered Bridge Lane on West Side of Cocheco River



**First Parish Church, Dover, NH
Cocheco Challenge Half Marathon
Saturday, November 1, 2014
Race Course**

START: First Parish Church, 218 Central Ave.

R. Silver Street

R. Arch Street

L. Washington Street

B.L. Tolend Rd.

R. Glen Hill Road

R. Covered Bridge Rd.

X. Footbridge

L. County Farm Road Ext.

R. Sixth Street

L. Glenwood Avenue

R. Horne Street

L. Sixth Street

R. Grove Street

R. Fourth Street

L. Washington Street

R. Locust Street

L. Church Street

FINISH: Church Street near First Parish Church



DOVER POLICE DEPARTMENT

Dover, New Hampshire
Memorandum

TO: Chief Anthony F. Colarusso, Jr.

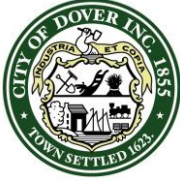
FROM: Sgt. Marn Speidel, Traffic Bureau

RE: First Parish Church "Cochecho Challenge Half Marathon" race,
November 1, 2014

DATE: June 11, 2014

This is a new proposed half marathon (13.1 mile footrace) fundraising event for First Parish Church. This event was not accepted to the Dover Race Series for 2014, but was promised a spot in the race series in 2015.

I have met with race organizers to provide technical review of the proposed course. Most of the road closures required for this event will be brief or intermittent. Officers will be stationed at a number of key intersections. The police department's operational plan will include a total of ten (10) officers who are assigned specifically to this event, with all personnel costs to be reimbursed by the organizers. This information was provided to Mr. Straight, the applicant, and he has accepted it. The organizers will also be responsible to provide several traffic volunteers to be stationed at key points along the course.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13A.4.

Resolution Number: **R – 2014.07.09 – 61**
Resolution Re: Operating Rules for Ethics Commission

WHEREAS: Operating Rules are being instituted for the Ethics Commission; and

WHEREAS: The Ethics Commission reviewed and adopted the proposed Operating Rules at a public meeting on May 8, 2014.

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

The City Council approves the Operating Rules for the Ethics Commission.

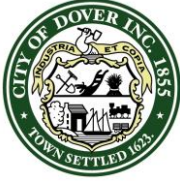
AUTHORIZATION

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#: 13A.4.

Resolution Number: **R – 2014.07.09 – 61**
Resolution Re: Operating Rules for Ethics Commission

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See attached Operating Rules for the Ethics Commission



ETHICS COMMISSION OPERATING RULES

Article I. Name

The name of the board is the Ethics Commission.

Article II. Authority and Duties

The Authority and Duties of the Ethics Commission are:

- i. To provide a forum to hear and accept complaints of violations of ethical standards of behavior for elected and appointed officers under the jurisdiction of the Ethics Commission;
- ii. To encourage Dover elected and appointive officers, and all members of boards, commissions, committees and subcommittees to act in the best interests of the City and perform their duties and responsibilities according to the ethical provisions of the City Charter and City ordinances;
- iii. To require the disclosure of financial interests or other interests in matters affecting City business where the interests constitute a conflict of interest;
- iv. To prohibit those holding public office and volunteer positions in our City from using their positions for personal gain and to foster the use of such positions only to advance public interests
- v. To promote the integrity of City government;

Article III. Membership

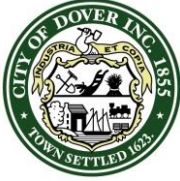
- A. **Membership.** There shall be five (5) commissioners who shall be Dover residents and appointed by the City Council. At least one commissioner shall be a former City Councilor or former School Board member as provided in C11-4 of the Dover City Charter. There shall be three (3) alternates appointed for one (1) year terms. Members shall be appointed to terms of three (3) years.
- B. **Attendance, Vacancies and Removal.** All appointments to the board shall serve for the terms appointed and until a successor shall have been appointed and qualified, unless any board member is absent for four (4) consecutive meetings or four (4) regular meetings in a calendar year, whereby a vacancy shall be created in the position, and said vacancy shall be filled by the appointing authority. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing authority unless otherwise provided in state statute. Conditions for removal of any board member shall be defined by statute, ordinance or the Charter.

Article IV. Officers and Staffing

- A. **Officers.** The officers consist of a Chair and Vice Chair who shall be selected by the membership and who shall serve at the pleasure of the membership for one-year terms. Officers may be re-elected.
- B. **Duties of the Chair.** The Chair shall have general supervisory and directional powers over the board. The Chair shall preside at all board meetings and set the board's agenda. The Chair shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the board, unless this responsibility is delegated in writing.
- C. **Vice Chair.** The Vice Chair shall execute all powers of the Chair in the absence of the Chair.
- D. **Staff.** The City of Dover may provide staff support to the board for meeting notification, typing, copying, and information gathering to the extent permitted by the city budget. All staff shall remain under the direction of the employer.

Article V. Procedures

- A. **Meetings.** The board shall hold regular meetings as necessary at a time and place designated by the Chair. The business of the public shall be conducted in public session unless otherwise permitted by state law. All meetings of the board and subcommittees shall be posted to comply with state law. State law requires all meetings to be posted in two (2) places with a minimum of twenty-four (24) hours notice.
- B. **Quorum.** Fifty-one percent (51%) of the voting membership of the board shall constitute a quorum.
- C. **Parliamentary Authority.** The parliamentary authority for the board is *Robert's Rules of Order Revised, 11th ed*, except as provided by these rules or local, state or federal law.
- D. **Minutes.** Minutes shall be kept for all meetings of the board. The minutes shall include the names of the members in attendance, all actions, motions and resolutions coming before the public body including the votes of the members, and a summary of all discussions. Draft minutes shall be provided to the City Clerk within five (5) business days of each meeting for posting on the city website in draft form. Draft minutes shall be clearly marked "DRAFT". Draft minutes with or without revisions shall be approved by the board at the next meeting of the board, or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the city website.
- E. **Recording of Meetings.** The Commission may arrange for video recording at meetings. If video is not available or utilized, meetings shall be recorded using audio equipment. All recordings shall be provided to the City Clerk within five (5) business days of the meeting.
- F. **E-mail accounts.** Board members may obtain a City of Dover e-mail address to facilitate communications regarding meetings, agendas and the dissemination of information. Board members shall refrain from using e-mail to discuss issues with other members where the e-mail discussion directly or indirectly involves a quorum of the board. In addition, board members shall refrain from conducting the official business of the board outside the view of the public and the press unless permitted by state law.
- G. **Nonpublic meetings.** The board may conduct nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by General Legal Counsel for nonpublic meetings.
- H. **Amendment of Rules.** These rules may be repealed or amended by a vote of the Dover City Council based upon the recommendation of the board.



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.5.

Bid Number: **R -2014.07.09 – 62**
Bid Description: Various Senior Center Trips

WHEREAS: The Senior Center Travel Supervisor has a schedule of possible trips for the remainder of calendar year 2014 through the beginning of 2015. A list and estimated costs are outlined in the background section of this resolution. The Senior Center Travel Supervisor obtains pricing information for these trips as scheduled; and

WHEREAS: In order to maximize the size of the group as well as to address any last minute cancellations, the travel agents keep the registration open as long as the tour company allows. Sometimes the end date of the registration period and determination of a final price falls after the deadline for the next City Council meeting agenda so the City is not always able to get the resolution to the Council before the trip departs; and

WHEREAS: Revenue is collected and deposited into the special revenue account for the Senior Center and expensed out as needed for various trips. Since the costs are paid for by the traveler they wish to pick the tour companies they will use.

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

Per 3-36.B. The sealed competitive bid procedure may be waived by a majority vote of the City Council.

The Purchasing Agent is hereby authorized to issue purchase orders for travel services at rates obtained by the Senior Center Travel Supervisor. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
3410.1.350.45126.4443.00000	McConnell Senior Programs	\$90,000.00	\$90,000.00

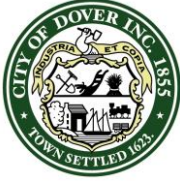
AUTHORIZATION

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.5.

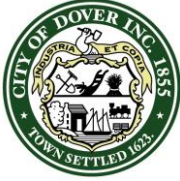
Bid Number: **R -2014.07.09 – 62**
Bid Description: Various Senior Center Trips

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.5.

Bid Number: **R -2014.07.09 – 62**
Bid Description: Various Senior Center Trips

BACKGROUND MATERIAL:

This is a blanket resolution for the Senior Center trips using Coach Company, Fox Tours, Best of Times Travel and Yankee Tours as needed. The Senior Center travel supervisor obtains pricing information for trips the Dover Senior Center wishes to take that are run annually and have a consistent group of travelers and a set of travel and accommodation expectations that the travelers strive to meet.

In order to maximize the size of the group as well as to address any last minute cancellations, the travel agents keep the registration open as long as the tour company allows. Sometimes the end date of the registration period and determination of a final price falls after the deadline for the next City Council meeting agenda so the City is not always able to get the resolution to the Council before the trip departs.

Coach Company

June 18th: Mohegan Sun (~\$1040)
Monthly Mohegan Sun/Foxwoods (~\$1040/mo)

Fox Tours:

July 30th: Riverboat Ramblers/Log Cabin (~\$4K)
August 20th: Gloucester Lobster Cruise (~\$4K)
September 21st -24th: Taj Mahal (~\$12K)
October 9 – 12th: Washington DC (~\$25K)
December TBD: Christmas-themed day trip (~4K)
2015 day trips are not out and confirmed yet
March 2015: Taj Mahal (~12K)

Best of Times Travel

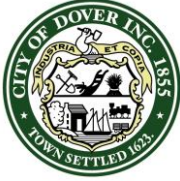
TBD – 2 possible 2015 day trips – approx. (\$3-4K each)

Yankee Tours:

Daytona – Feb 2015 (Between \$20K & \$40K depending on traveler numbers)

Purchasing Information:

Type:	Purchase order	Advertised:	no
Invitations Mailed:	N/A	Number of Responses:	na
Warranty:	na	Terms:	Net 30,
Work Bonded:	No	Contract:	No
Prices will hold for	Until Trip date	Estimated Delivery:	2014-2015
Recommended Award to:	Various	Fund:	3410
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for City Manager Approval:	Waive sealed bidding procedure



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2014.07.09 – 63**
Resolution Re: B12040 Continuation of Existing Agreement for
Miscellaneous Work Boots/Footwear with Red's Shoe Barn

WHEREAS: The sealed request for bid #B12040 was solicited and received for miscellaneous work boots and footwear on March 1, 2012 @ 2:00pm; and

WHEREAS: Community Services, Police and Fire Department personnel are all entitled, by contract, to have the City provide them with work-related boots, shoes and/or fitness footwear in a not-to-exceed specified annual amount; and

WHEREAS: Three bid responses were received and evaluated. The city has deemed the bid reply most advantageous to the city as being received from Red's Shoe Barn of Dover, NH due to store location, diverse quality product selection and a favorably discounted pricing schedule; and

WHEREAS: Both the City and Red's Shoe Barn have found the "as needed" agreement to be mutually satisfactory and financially beneficial at the 20% discounted pricing structure presently in effect and would like to continue. Expenditure for FY14 was approximately \$20,000

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Red's Shoe Barn of Dover, NH, given the discounts provided in conjunction with B12040, as needed, for miscellaneous work boots/shoes and fitness footwear. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4615.xxxx.xx	Clothing and Uniforms	110,064.00	110,064.00

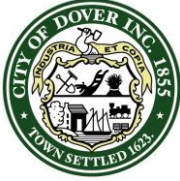
AUTHORIZATION

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.6.

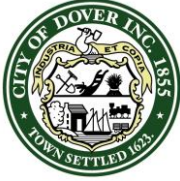
Resolution Number: **R - 2014.07.09 – 63**
Resolution Re: B12040 Continuation of Existing Agreement for
Miscellaneous Work Boots/Footwear with Red's Shoe Barn

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.6.

Resolution Number: **R - 2014.07.09 – 63**
Resolution Re: B12040 Continuation of Existing Agreement for
Miscellaneous Work Boots/Footwear with Red's Shoe Barn

BACKGROUND

Sealed request for Bid B12040 was mailed to three local vendors (Reds in Dover, Bootleggers in Gonic and Benjamin Walk in Barrington) and emailed to 75 vendors that have signed up on the Dover website under supplies code 15- clothing and accessories. The purchasing agent also contacted safeshoes.com aka Vulcan Safety Shoes (a mobile shoe truck).

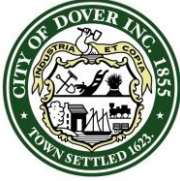
Certain City personnel are entitled to and are provided specific types of footwear at the City's expense in accordance with various union contract languages.

Red's Shoe Barn is local, convenient and has a very large inventory of quality footwear, thereby able to accommodate the needs of the City without requiring a second visit to the store to pick up items that had to be special-ordered.

Timely processing of monthly statements/invoices, allows a discount of 20% from the stated retail store prices on all items, even if the item is not on the list of most commonly purchased.

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	75 emailed 3 mailed	Number of Responses:	3
Warranty:	Per Manufacturer	Terms:	net 15, FOB Dover
Work Bonded:	No	Contract:	No
Prices will hold for:	One (1) Year	Estimated Delivery:	As needed
Recommended Award to:	Red's Shoe Barn Dover, NH	Fund:	CS, Police, Fire
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bid Process: Purchase exceeds \$10,000.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2014.07.09 – 64**
Resolution Re: **B12049 Additional Scope of Services Silver St. Construction Oversight Services**

WHEREAS: Sealed bids # B12049 were requested and received for a Silver St. Reconstruction Consulting Services on March 15, 2012 at 2:00 PM EST.; and

WHEREAS: A pre-bid meeting was held on February 23, 2012 with 23 vendors attending. Eight proposals were received and evaluated. A short list of the three top candidates and interviews were conducted on April 22, 2012. The recommendation of the evaluating committee was award to the low bid from Underwood Engineers of Portsmouth NH in the amount of \$288,200. Additional services for TV sewer services and traffic control and traffic phasing plan was added in the amount of \$22,300 at the time of contact signing for a total of \$310,500 which was approved by council May 2012; and

WHEREAS: Amendment #1 added services for Court St / Central Ave realignment, Side St realignment and Silver St Extension water improvements in the total amount of \$34,500 and Amendment #2 added \$8,000 for lighting which was approved by council November 2012; and

WHEREAS: Amendment #3 is for the construction oversight phase in the amount of \$490,500. It is the recommendation to award to Underwood Engineers for construction oversight services.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The purchasing agent is hereby authorized to issue a change order to Underwood Engineers of Portsmouth NH for construction oversight services, given the rates provided May 12, 2014 in the amount of \$490,500 in conjunction with B12049. 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

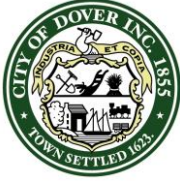
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

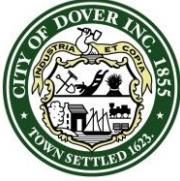
Resolution Number: **R - 2014.07.09 – 64**
Resolution Re: **B12049 Additional Scope of Services Silver St.
Construction Oversight Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2014.07.09 – 64**
Resolution Re: **B12049 Additional Scope of Services Silver St.
Construction Oversight Services**

RESOLUTION BACKGROUND MATERIAL:

The City requested proposals via sealed Bid B12049 for consulting services for the reconstruction of approximately 4,000 feet of Silver Street from Central Avenue to Exit 8. Underwood Engineers was the consultant awarded and has provided engineering services for the design, specifications, and bid clarifications for this project. The consultant has also provided surveying, design concepts, preliminary plans, final plans, specifications and estimating services for roadway reconstruction and utility improvements involving curbing, sidewalks, roadway, water main replacement, drainage, guardrail, landscaping, intersection/signal and any retaining wall improvements.

Underwood Engineers is currently offering construction oversight services in the amount of \$490,500, broken out as follows:

Amendment #3 Additional scope of work will consist of

Construction Administration \$96,700
Resident Project Representative \$338,000
Record Drawings \$24,800
Start Up \$16,000
Testing Services Allowance \$15,000

Award Information:

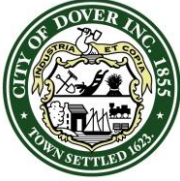
Purchase order revision will be issued to Underwood Engineers to authorize expenditure.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	154	Number of Responses:	8
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	As needed
Recommended Award to:	Underwood Engineers	Fund:	CIP
Other Approvals Required:	State NH	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List & 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.8.

Resolution Number: **R – 2014.07.09 – 65**
Resolution Re: B13052 Emulsion Polymer Extension of Existing Pricing

WHEREAS: The sealed request for bid B13052 was issued and received for Emulsion Polymer on April 16, 2013 @ 2:00 pm; and

WHEREAS: Four bids were received with varying products and rates. After several months of testing each product, the recommendation, based on performance and cost, was to award to Hercules Inc, Ashland Water Tech Division for the Ashland K274FLX emulsion polymer at the rate of \$1.37 per pound. This company is offering same rates for an additional one year term; and

WHEREAS: Based on a successful year with this product it is the recommendation to remain with this product and company at the same rate as previous year.

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 Hercules Inc. at the rate of \$1.37 per pound for Ashland K274FLX Emulsion Polymer. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4612	WWTP operating supply	\$70,000.00	\$70,000.00

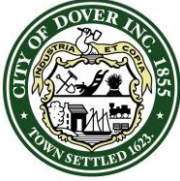
AUTHORIZATION

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.8.

Resolution Number: **R – 2014.07.09 – 65**

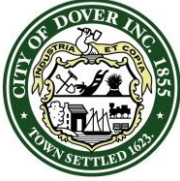
Resolution Re: B13052 Emulsion Polymer Extension of Existing Pricing

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.8.

Resolution Number: **R – 2014.07.09 – 65**

Resolution Re: B13052 Emulsion Polymer Extension of Existing Pricing

RESOLUTION BACKGROUND MATERIAL:

History of Product Trials:

After a lengthy polymer trial, the WWTP facilities supervisor has found that the Ashland FLX 274 is the product that is most advantageous to the city to be using. The low bidder was Polydyne Inc. at \$1.08 per/Lb. The second low bid was Atlantic Coast Polymers at \$1.19 per/Lb. Neither of these products performed as well as the FLX 274. It is the recommendation that the city award the bid to Hercules Inc, Ashland Water Tech Division for the FLX 274 based on the overall cost and performance.

Bid Information:

Sealed bid B13052 was issued and received on April 16, 2013 @ 2:00 pm

Award Information:

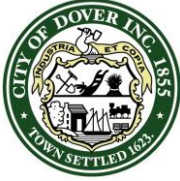
A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	51	Number of Responses:	4 and 2 no bids
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	June 2015	Estimated Delivery:	As needed
Recommended Award to:	Hercules, Inc	Fund:	WWTP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2014.07.09 – 66**

Resolution Re: B14053 Hot Bituminous Paving –Asphalt Laid in Place

WHEREAS: The sealed request for bid #B14053 was requested and received for Hot Bituminous paving (asphalt) laid in place on April 17, 2014 at 2:00 PM. The bid requested unit pricing on various scopes of services and products for paving various streets; and

WHEREAS: This was a cooperative solicitation conducted by the City of Dover in conjunction with the City of Somersworth in an effort to save cost for paving of the area of Indian Brook Dr/Central Ave in Dover and High St in Somersworth. The Dover and Somersworth locations extend from each other and savings in the forms of equipment mobilization can be recognized; and

WHEREAS: Two bids were received with the low bid being submitted by Brox Industries, Inc in the total base amount of \$942,313.25 and alternative A-where City retains grinding at a cost of \$88,000 or Alternative B-where vendor retains grindings at a cost of \$59,840. It is the recommendation to award to Brox Industries, Inc. at the per item rates as outlined in the results page with base amount of \$942,313.25 and Alt B where vendor retains grindings in the amount of \$59,840 for a total of \$1,002,153.25.

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 Brox Industries Inc for laid in place asphalt paving services given the per unit rates provided in conjunction with B14053. The amount of this authorization shall be limited so as not to exceed available finding.

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.43121.4715.xxxxx	CS Street Improvements	1,100,000	1,100,000

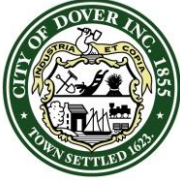
AUTHORIZATION

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 - 2014.07.09 – 66**

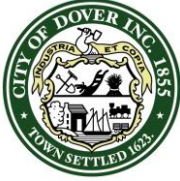
Resolution Re: B14053 Hot Bituminous Paving –Asphalt Laid in Place

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.9.

Resolution Number: **R - 2014.07.09 – 66**

Resolution Re: B14053 Hot Bituminous Paving –Asphalt Laid in Place

RESOLUTION BACKGROUND MATERIAL:

The sealed request for bid B14053 was requested and received for Hot Bituminous paving (asphalt) laid in place on April 17, 2014 at 2:00 PM. Two bids were received with the low bid being submitted by Brox Industries, Inc at the per item rates outlined in the results page. It is the recommendation to award to Brox Industries, Inc at total cost of \$1,002,153.25.

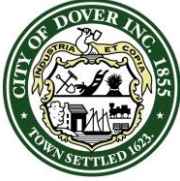
Scope of work includes but is not limited to the overlays of streets as laid out in the street paving list. Typically this involves cold planning along the curb line, creating cut in joints at intersections and driveways and finally tacking the road and paving. Adjusting utility frames and traffic control is also required.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	75	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	As needed
Recommended Award to:	Brox Industries	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List & Results:

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 – 2014.07.09 – 67**
Resolution Re: B14055 Crack Sealing Services

WHEREAS: The sealed request for Bid #B14055 was solicited and received for crack sealing services on June 4, 2014 at 11:00am. Three bids were received and evaluated; and,

WHEREAS: The low bid meeting specifications was submitted by Nicom Coating Corporation of Barre VT at the rate of \$1.70 per pound for day work and \$1.85 per pound for night work if needed using NHDOT approved Craftco Roadsaver 201 sealing product in an amount not to exceed \$30,000.00. The city has successfully worked with this company in the past and it is the recommendation to award this project to Nicom Coating Corporation.

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 Nicom Coating Corporation of Barre, VT for crack sealing services given the rates provided in conjunction with B14055 in the amount not to exceed \$30,000.00. The amount of this authorization shall be limited so as not to exceed available funding

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715	General Street Improvements	1,000,000	1,000,000

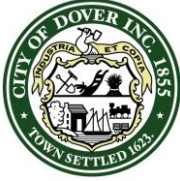
AUTHORIZATION

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.

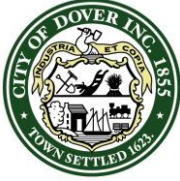
Resolution Number: **R – 2014.07.09 – 67**
Resolution Re: B14055 Crack Sealing Services

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 – 2014.07.09 – 67**
Resolution Re: B14055 Crack Sealing Services

RESOLUTION BACKGROUND MATERIAL:

The sealed request for Bid #B14055 was solicited and received for crack sealing services on June 4, 2014 at 11:00am. Three bids were received and evaluated. The low bid meeting specifications was submitted by Nicom Coating Corporation of Barre VT at the rate of \$1.70 per pound for day work and \$1.85 per pound for night work if needed using NHDOT approved Craftco Roadsaver 201 sealing product in an amount not to exceed \$30,000.00. The city has successfully worked with this company in the past and it is the recommendation to award this project to Nicom Coating Corporation.

The work covered by this project consists of furnishing all labor, equipment, materials and traffic control necessary to perform all operations in connection with reshaping, cleaning and sealing of random cracks in bituminous concrete pavements, and vegetation removal and sterilization of cracks where necessary.

Award Information:

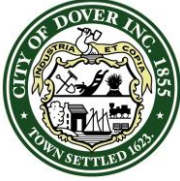
A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	80	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	yes	Contract:	Yes
Prices will hold for:	2014 construction season	Estimated Delivery:	As needed
Recommended Award to:	Nicom Coating Corp	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List & Results:

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.11.

Resolution Number: **R - 2014.07.09 – 68**
Resolution Re: B14059 Catch Basin Cleaning Services

WHEREAS: The sealed request for Bid #B14059 was solicited and received on June 5, 2014 @ 11:00 am for catch basin cleaning services. Six replies were received and evaluated, and;

WHEREAS: The low bid meeting specifications was received from Triton Storm Water of Cumberland RI at the rate of \$85.00 per hour for a minimum of an eight hour day totaling \$680.00 per day. The estimated basins per day to be cleaned are 20-28 depending on equipment used. Total estimated expenditure is \$40,000.

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

The Purchasing Agent is hereby authorized to issue a purchase order to Triton Water Solutions of RI for catch basin cleaning services given the rates provided in conjunction with bid B14059. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43155.4443.0000.0000	Rental of Equipment	40,000.00	40,000.00

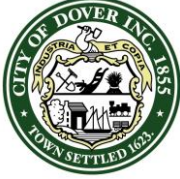
AUTHORIZATION

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.11.

Resolution Number: **R - 2014.07.09 – 68**

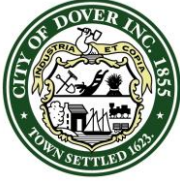
Resolution Re: B14059 Catch Basin Cleaning Services

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 - 2014.07.09 – 68**
Resolution Re: B14059 Catch Basin Cleaning Services

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, NH has over 2,000 catch basins in its storm water drainage system. The Community Services Department is responsible for the operation and maintenance of the storm water system.

The City's has identified a qualified vendor to come in July 2014 to clean as many catch basins as possible, not to exceed total funding estimated at \$40,000.00. The City will provide the selected contractor with a map of the storm water system and indicate which structures are to be cleaned. The vendor will be allowed to leave his equipment at the Dover Public Works Facility on Mast Road to help facilitate timely daily operational activities. Work to be completed by October 31, 2014.

Award Information:

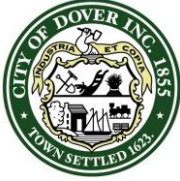
A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	55	Number of Responses:	6
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	Yes
Prices will hold for:	October 31, 2014	Estimated Delivery:	As needed
Recommended Award to:	Triton Storm Water	Fund:	General Fund
Other Approvals Required:	No	References Checked:	Yes. Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.12.

Resolution Number: **R – 2014.07.09 – 69**
Resolution Re: B14064 Self Contained Breathing Apparatus

- WHEREAS: The sealed request for bid B14064 was issued and received for self contained breathing apparatus (SCBA) equipment replacement on June 11, 2014 at 11:00am; and
- WHEREAS: Two replies were received and evaluated with low bid meeting specification being received from Fire Tech & Safety of New England Inc for Scott Air Packs and accessories; and
- WHEREAS: It is the recommendation to award to Fire Tech & Safety of NE Inc. at rates provided in the amount not to exceed approved CIP budget of \$265,742.

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 Fire Tech & Safety of NE Inc for various self contained breathing apparatus equipment at rates provided in conjunction with B14064. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4015.1.220.42220.4741.02255.15	Self Contained Breathing Apparatus	265,742	265,742

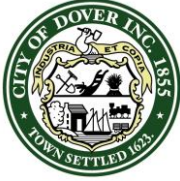
AUTHORIZATION

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.

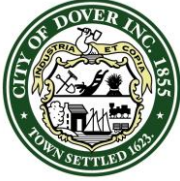
Resolution Number: **R – 2014.07.09 – 69**
Resolution Re: B14064 Self Contained Breathing Apparatus

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 – 2014.07.09 – 69**

Resolution Re: B14064 Self Contained Breathing Apparatus

RESOLUTION BACKGROUND MATERIAL:

The Self Contained Breathing Apparatus (SCBA) is the breathing equipment that firefighters wear on their backs, which supplies their breathing air during firefighting operations, hazardous material incidents and hazardous atmospheres. The breathing equipment is the most important life safety equipment a firefighter can have. This equipment is used daily and is essential to emergency operations. The expected life of the units is 10 years.

Bid Information:

Sealed bid B14064 was issued and received June 11, 2014.

Award Information:

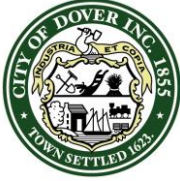
A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	117	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Not with the City but with the State of NH
Prices will hold for:	Until shipped	Estimated Delivery:	3 weeks
Recommended Award to:	Fire Tech & Safety of NE Inc	Fund:	CIP FY15
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List & Results:

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.13.

Resolution Number: **R - 2014.07.09 – 70**
Resolution Re: B14068 Various Chemicals

WHEREAS: The sealed request for bid B14068 was issued and received for various chemicals on an as needed basis for several city departments on June 5, 2014 at 12:00pm; and

WHEREAS: The low bids meeting specifications were submitted by the following vendors for chemicals referenced, at unit prices specified in the results page. It is the recommendation to award to the various vendors listed below:

Borden Remington Corp Fall River MA	Coyne Chemicals Croydon PA
JCI Jones Chemicals Inc Merrimack NH	Fillion Associates Inc E. Providence RI
Harcross Chemicals Inc Nashua NH	

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

The Purchasing Agent is hereby authorized to issue purchase orders to each of the vendors identified above at rates provided in conjunction with B14068 for various chemicals as needed. The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
1000.1.350.45124.4612.00000.00	Indoor pool operating supplies	9,000.00	9,000.00
1000.1.350.45125.4612.00000.00	Thompson Pool operating supplies	17,000.00	17,000.00
5300.1.300.43320.4612.00000.00	Water Operating supplies	111,500.00	111,500.00
5320.1.300.43250.4612.00000.00	Sewer Operating Supplies	32,500.00	32,500.00

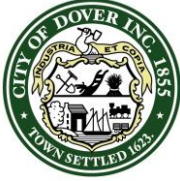
AUTHORIZATION

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.13.

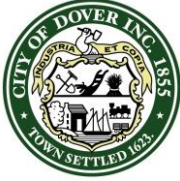
Resolution Number: **R - 2014.07.09 – 70**
Resolution Re: B14068 Various Chemicals

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.13.

Resolution Number: **R - 2014.07.09 – 70**
Resolution Re: B14068 Various Chemicals

RESOLUTION BACKGROUND MATERIAL:

The sealed request for bid B14068 was issued and received for various chemicals for several city departments on June 5, 2014 at 12:00pm with rates to hold for one year. The low bids, meeting specifications, were submitted by the following vendors for chemicals referenced at unit prices specified in the results page:

Borden Remington Corp Fall River MA	Coyne Chemicals Croydon PA
JCI Jones Chemicals Inc Merrimack NH	Fillion Associates Inc E. Providence RI
Harcross Chemicals Inc Nashua NH	

Award Information:

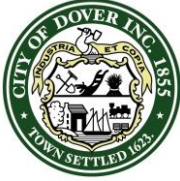
Purchase orders will be issued to low bidders of each chemical for one year to authorize expenditures.

Purchasing Information:

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	57	Number of Responses:	and 1 NB
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	no	Contract:	No
Prices will hold for:	June 30, 2015	Estimated Delivery:	As needed
Recommended Award to:	Various Low bidders	Fund:	various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater to some vendors

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.14.

Resolution Number: **R – 2014.07.09 – 71**
Resolution Re: B14070 Specialized Municipal Legal Services

WHEREAS: The City occasionally has the need to retain outside legal counsel on various types of matters; and

WHEREAS: The sealed request for proposal #B14070 was requested and received for “As Needed” Specialized Municipal Legal Services on June 4, 2014 at 12:00 pm; and

WHEREAS: Six (6) vendors responded with varying amounts of prior experience with the City, a wide spectrum of experience in municipally related legal issues, and varying rate structures for services rendered. Rates are to hold for two (2) years; and

WHEREAS: The vendors deemed most advantageous to the City are:

Mitchell Municipal Group	Laconia, NH
Sheehan, Phinney, Bass & Green	Manchester, NH
Drummond Woodsum	Portsmouth, NH
Donahue, Tucker & Ciandella	Portsmouth, NH
Boynnton, Waldron, Doleac, Woodman & Scott	Portsmouth, NH
Hinkley Allen & Snyder	Concord, NH

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 the vendors identified above given the rates provided in conjunction with B14070 for legal services as needed. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4334.xxxxx.xx.xxx	Legal Services	93,000.00	93,000.00

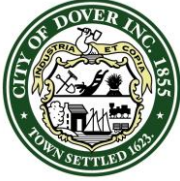
AUTHORIZATION

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.14.

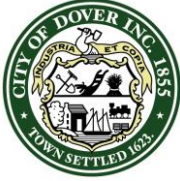
Resolution Number: **R – 2014.07.09 – 71**
Resolution Re: B14070 Specialized Municipal Legal Services

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.14.

Resolution Number: **R – 2014.07.09 – 71**
Resolution Re: B14070 Specialized Municipal Legal Services

RESOLUTION BACKGROUND MATERIAL:

Day-to-day legal matters impacting/involving the City are handled by the Office of General Legal Counsel. Historically, the City has utilized outside specialized legal services in the areas of Labor/Employment and Environmental law. In addition, limited use of outside legal services occurs in general municipal law involving matters for which the General Legal Counsel has a conflict of interest or in matters of importance requiring a second opinion or additional assistance. Six (6) vendors responded with varying amounts of prior experience with the City, a wide spectrum of experience in municipally related legal issues, and varying rate structures for services rendered as needed.

The vendors deemed most advantageous to the City are:

Mitchell Municipal Group	Laconia, NH
Sheehan, Phinney, Bass & Green	Manchester, NH
Drummond Woodsum	Portsmouth, NH
Donahue, Tucker & Ciandella	Portsmouth, NH
Boynton, Waldron Doleac, Woodman & Scott	Portsmouth, NH
Hinkley, Allen & Snyder	Concord, NH

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	15	Number of Responses:	6
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Two years	Estimated Delivery:	Fy14
Recommended Award to:	All vendors as needed	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Vendor Solicitation List & Results:

https://online.dover.nh.gov/Documents.aspx?public=1&deptnum=3&cab=Bids and Requests_f or Proposal&index=open_date&desc=1

To: Dover City Council

From: Dorothea Hooper, Ward 4

Re: Dover School Board

The Dover School Board met in Special Session June 23, 1014.

Citizens Forum: Greg Brown of the DTU spoke in favor of approving the teacher's contract up for discussion describing it as a fair document arrived at after many hours and steps in negotiations.

Consent Agenda: This concerned resignations, retirements and nominations and was passed without discussion.

Old Business: 1) Garrison School roof replacement – the superintendent and business administrator met with an independent consultant who recommended postponing roof replacement until next year. It seemed that most roof replacers were already booked for this season. There was also a desire to do a study to determine a sustainable and cost effective repair. In the meantime, areas that need temporary repair will be taken care of to keep any more leaks and damage for the next school year. 2) Another vote was taken to approve the new superintendent's contract to be sure the board's initial vote was clear. It passed 4 to 1.

New Business: 1) The DTU contract was presented to the Board for approval. There was a long discussion of various points on the contract by board member Grady who would have preferred to have the contract tabled for further study. The rest of the Board was satisfied with the explanations given by board negotiator Sarah Greenshields. Board Chair, Amanda Russell, noted that the contract was affordable. The contract was approved by a vote of 4 to 1. 2) Interim Superintendent Fernandes read off the items that should be considered in the CIP list being compiled by both the Board and the City sides of the local government. This list included the Garrison roof, Garrison renovations, Dunaway Field, information technology, light equipment, the middle school roof, paving, food service areas, and curriculum. 3) Chair Russell announced the Council's approval of designating \$50,000 to 2 capital reserve funds. She also noted the Council's request that the School Board use some/all of the \$105,000 monies they have to capital reserves. Mrs. Russell noted the Board needed to have this discussion and

include it as a line item in the budget. 4) after some discussion as to why bidders ranged in cost (answered to their satisfaction by Business Administrator Karen Taylor), the Board approved the bids for Chrome Books, switches, and wireless access points. 5) Interim Superintendent Fernandes reported on the topics he would be discussing with the incoming superintendent during their meeting on Thursday. These topics included: the next budget, capital reserve accounts, CIP projects, the JBC, the transportation contract, legal issues, and contracts with other districts. 6) the Board approved financial reports that have to be sent to the state's Department of Revenue at the end of the year.

School Board Matters of Interest:

Board member Grady thanked Interim Superintendent Fernandes for his service to the district during the last school year.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2014.07.09 – 72**
Resolution Re: **DEOP**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The Dover School Board participated in negotiations with Dover Educational Office Personnel. Discussions started on February 6, 2014 bringing the contract to this point. There are 27 locally funded part and full time administrative assistants in the Dover School District. 19 of the 27 are at top step. Costs for the steps are approximately \$5,500.00 for FY15.

The Summary of costs (including associated benefits) is as follows:

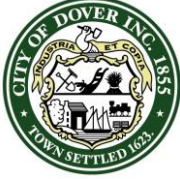
Dover School District—DEOP (Dover Educational Office Personnel) Tentative Agreement Cost Summary. Steps are not included in the total below, but will be awarded each year in addition to the cost of living adjustment below.

FY15 3% \$27,520

FY16 2% \$16,867

FY17 3% \$28,593

Savings Item: In the proposed bargaining agreement, the District will decrease their contributions for the Point of Service (OAPOS) health insurance plan premiums to 80%. In the current bargaining agreement, the District contributes 83% of the premium. This will mean a small savings for FY15, but will continue to provide savings in future years.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.07.09 – 73**
Resolution Re: **DPA**

DOCUMENT HISTORY:

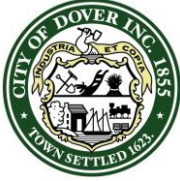
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The Dover School Board participated in negotiations with Dover Paraeducators' Association. Discussions started on February 6, 2014 bringing the contract to this point. There are 152 locally funded part and full time paraeducators in the Dover School District. Costs for the steps are approximately \$40,474.00 for FY15.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.07.09 – 73**
Resolution Re: **DPA**

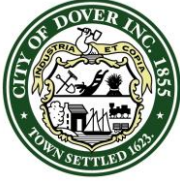
The Summary of costs (including associated benefits) is as follows:

Dover School District—DPA (Dover Paraeducators’ Association) Tentative Agreement Cost Summary. Steps are not included in the total below, but will be awarded each year in addition to the cost of living adjustment below

FY15	2%	\$60,292
FY16	2%	\$61,842
FY17	3%	\$94,537

Additional Cost item: Each paraprofessional who leaves employment in good standing after at least ten (10) years of continuous service with the Dover School District may request severance pay in an amount equal to thirty (30) percent of up to fifty (50) days of his/her accumulated unused sick leave at his/her current per diem rate (i.e., no more than 15 total days will be paid to any qualifying employee). No payment will be made unless the District has received at least two weeks’ advance written notice of separation from employment from the employee. The severance amount will be paid via the District’s regular payroll process and included in the employee’s last paycheck.

The cost for the severance provision is unknown at this time, since the District never knows how many paraprofessionals will leave at the end of each year. A paraprofessional, who retires or resigns after 10 years of service in Dover and is paid the maximum number of days, will be paid approximately \$1,609. In a typical year, we would lose one or two of these long-term employees. For FY15, there will be 40 eligible employees. In FY16, the number will increase to 45 and in FY17, the number will increase to 49.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2014.07.09 – 74**
Resolution Re: **DTU**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

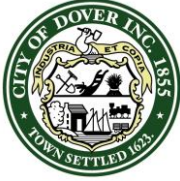
RESOLUTION BACKGROUND MATERIAL:

The Dover School Board participated in negotiations with Dover Teachers' Union. Discussions started on November 6, 2013 bringing the contract to this point. There are 330 full time and part time teachers in the Dover School District. Approximately one-third of this number is at the top step of 19 steps. A typical step is 3.2%.

The Summary of costs (including associated benefits) is as follows:

Dover School District—DTU (Dover Teachers' Union) Tentative Agreement Estimated Cost Summary

FY15	3.9% (no steps)	\$756,401
FY15	Change in Nurse's wage scale	\$21,887
FY15	Student Loan Repayment Incentive	\$19,490
FY15	Potential savings from health insurance change	(\$15,681)
FY16	1.5% below)	\$302,391 (if a wage scale is not agreed upon-see below)
FY16	Steps	\$375,945
FY16	Change in Nurse's wage scale	\$22,741
FY16	Student Loan Repayment Incentive	\$38,978
FY16	Potential savings from health insurance change	(\$31,362)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2014.07.09 – 74**
Resolution Re: **DTU**

Additional Cost Information: For FY15, there will be no steps awarded to any DTU member. The following new language was added to the proposed CBA:

Effective upon approval by the Dover City Council of the associated cost items, a committee shall be established to study the teachers' compensation/health insurance package and to recommend comprehensive adjustment to the step scale and health insurance benefits (compensation package) that seeks to adjust Dover teachers' salaries/benefits commensurate with comparable school districts. It is anticipated that the duration of the comprehensive package will be between three (3) and five (5) years. The School Board shall hire a facilitator to assist the committee in its efforts. The committee shall be comprised of five union members and five district members. The facilitator shall serve as chair of the committee and shall be a non-voting member. Any recommendations of the committee must be approved by a majority vote of the committee, with ratification by union membership and the Dover School Board. In the event the Parties are unable to come to agreement on such a compensation package, the parties agree to bring to the Dover City Council and Union Membership (for ratification) a salary package for the 2015-16 contract year equal to 1.5% COLA adjustment to the scale plus steps for eligible employees.

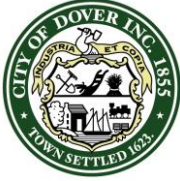
If a wage scale is agreed upon by the committee, the proposed 1.5% and steps will be amended with new language and a new wage scale.

For nurses without a Bachelor's degree, the wage scale will change from 90% of the Bachelor's track to 100% of the Bachelor's track. This affects 3 nurses in the district.

The costs related to the Student Loan Repayment Incentive are estimates only and assumes that 16 teachers will begin on either steps 1, 2 or 3 for FY15 and the same number is estimated for FY16. This program is outlined below

Any teacher hired at step one, two, or three with a start date no earlier than the beginning of the 2014-2015 school year, may participate in a voluntary student loan repayment incentive program. To enroll in this program, the teacher must agree to work for the District for a minimum of five years from the date of original hire. Upon enrollment, the teacher shall be eligible to receive \$1000.00 per year towards repayment of that teacher's student loans for the first five years of employment. Payment shall be made during the last pay period of the school year. Should the teacher reject a contract for the ensuing school year such that the teacher would fail to fulfill his/her commitment (5 years), the teacher shall forfeit the payment otherwise due in the last year of employment. Notwithstanding, teachers who leave employment involuntarily or who must relocate due to pressing family circumstances shall have no forfeiture imposed.

Cost Savings: For DTU members hired after 7/1/2014, the district will pay 85% of an HMO and 80% of a OAPOS plan. This is an increase from 90% and 83% respectively. For each single HMO, 2-person HMO and family plan HMO, the District will save \$414.00, \$768.00, and \$1,118.00 respectively. For each single OAPOS, 2-person OAPOS, and family OAPOS, the District will save \$278.00, \$556.00, and \$752.00 respectively.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2014.07.09 – 75**

Resolution Re: **Transportation Center Sign Donation**

WHEREAS: The City of Dover takes pride in its historic downtown and desires to constantly improve it with the assistance of the community; and

WHEREAS: For over 10 years Dover has hosted many diverse transportation options at the Dover Transportation Center at 33 Chestnut Street. The Downeaster, hosted by Trainriders Northeast, COAST and Wildcat all serve the Center, and it serves as the center point of the Dover Community Trail. These transportation options are all part of Dover's vibrant downtown, and creates options for visitors and residents to use to get to, from, and through Dover; and

WHEREAS: The Dover Main Street organization has generously supported projects in the downtown area in the past and has offered to construct a freestanding sign for the Dover Transportation Center, complete with panels identifying the services which use the Center as a hub, which will be donated to the City of Dover.

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

That the contribution of Dover Main Street of the construction of a freestanding sign for the Dover Transportation Center be recognized as a sign of its great generosity and willingness to support the continued improvements to Dover's downtown and the City of Dover and is accepted with gratitude.

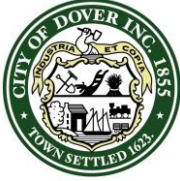
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Robert Carrier
Deputy Mayor

Approved for Legal Compliance: Anthony I. Blenkinsop
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2014.07.09 – 75**
Resolution Re: **Transportation Center Sign Donation**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

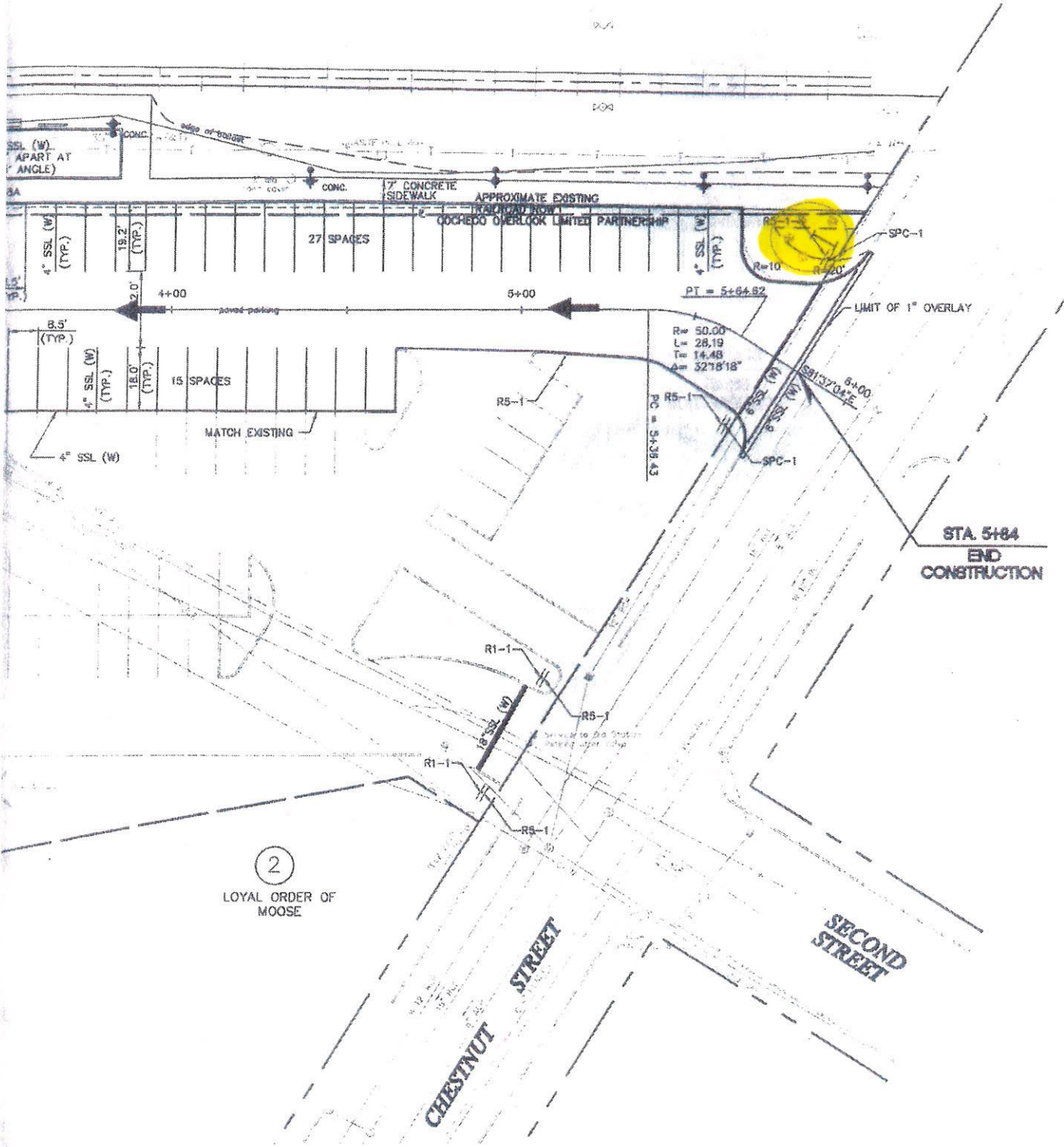
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon,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

RESOLUTION BACKGROUND MATERIAL:

Over the past 10 years, the Dover Transportation Center has served as a hub for various transportation methods in downtown Dover. The center is located on Chestnut Street, and while it has a wall sign on the building itself, there is no freestanding sign at Chestnut Street for the Center.

Dover Main Street would like to provide a sign to the City, at no cost, which would call attention to the various services and transportation connections at the center. The sign will be approximately 12 feet tall and 10 feet wide, and has been designed (see attached image) to reflect the architecture and color scheme of the Transportation Center. The sign will include signage for the Dover Main Street, Downeaster, Trainriders Northeast, COAST, Wildcat and the Community Trail.

Dover Main Street continues to be focused on Preserving the Past, Promoting the Present and Facilitating the Future. Every year the organization looks to implement new programs that it feels will help support these goals. In July 2013, the beginning of its fiscal year Dover Main Street decided that to have a Capital Investment Program each year. Each year the board would present at least 3 ideas and would, as a board, vote on the idea we felt best fit the mission. This year, the Board selected signage for the Transportation Center. Tourism is a big driver in fitting with goals and program objectives and what better way to invest fundraising than into something that helps bring new people to Dover every day.



2
 LOYAL ORDER OF
 MOOSE

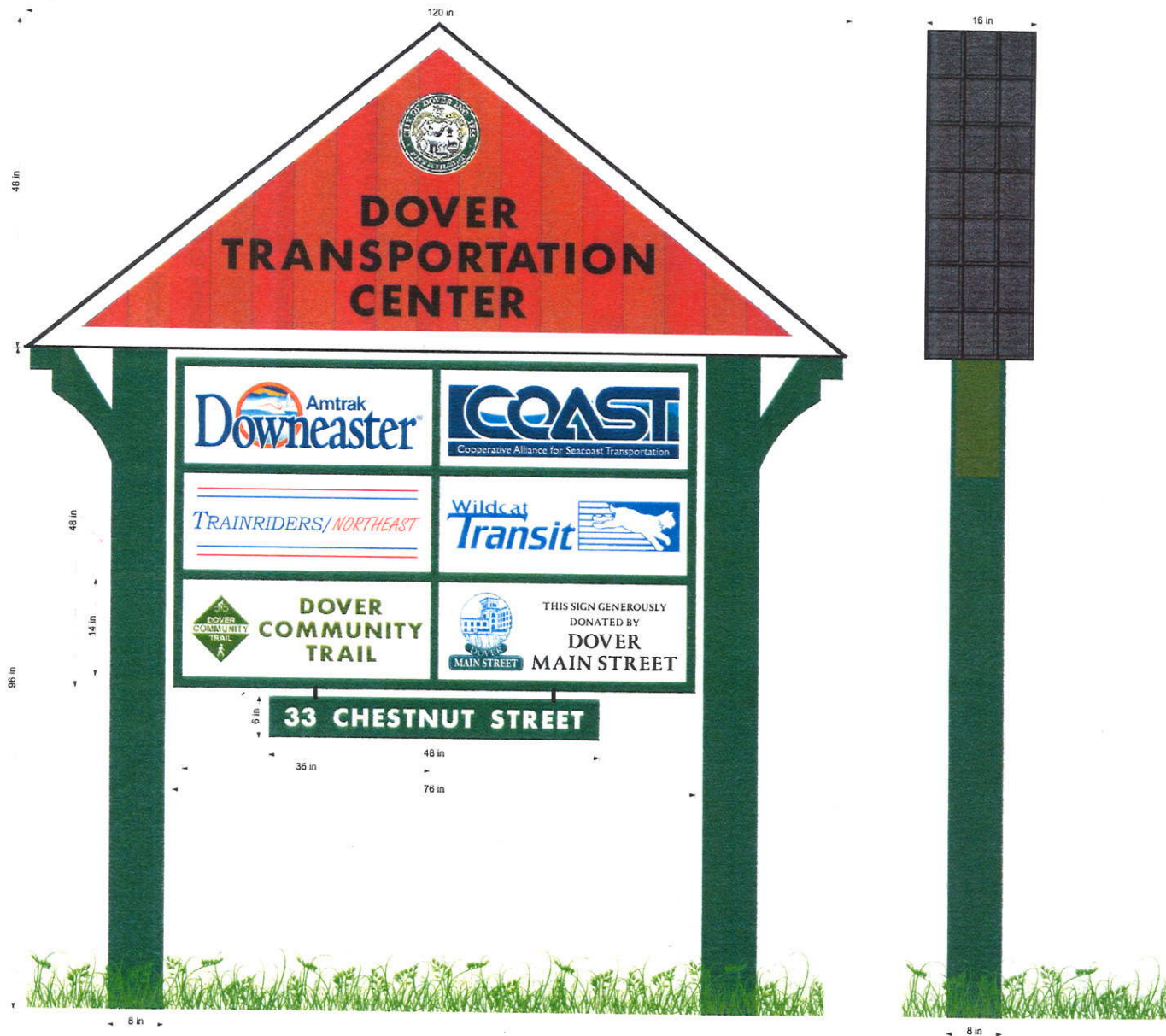


VHB Vanasse Hangen Brustlin, Inc.

REVISION DATE	DRAWING NAME	SHEET SCALE	FEDERAL PROJECT NO.	STATE PROJECT NO.	SHEET NO.	TOTAL SHEETS
SEPT 26, 2000	51083PAVE	AS SHOWN	04-N-6426(008)	10023-D	23	58

STATE OF NEW HAMPSHIRE
 PASSENGER RAIL STATION - DOVER, N.H.

**PAVEMENT MARKING
 & SIGNING
 LAYOUT PLAN**



Job#: Qty: Materials: Background Color: Vinyl Color: Other:

SS DS HP Int



REVISION:
 All orders under \$250 include 1 revision only.
 All orders over \$250 include 3 revisions only.
 Additional revisions will be charged at \$25 per revision.

NOTE: Designs are NOT actual size

6/5/14

RETURN SIGNED TO: service@portsmouthsign.com

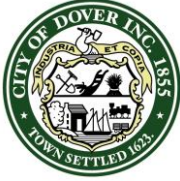
I understand this Order Form is the final production order and replaces all previous drawings, notes and verbal instructions to this job. I have carefully reviewed this form and verify that it contains all necessary specifications and represents my order exactly. I authorize fabrication according to this approval.

SIGNATURE: _____ Date: _____

Member of:

GREATER
PORTSMOUTH
 CHAMBER OF COMMERCE

the **Greater**
York Region
 Chamber of Commerce



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R – 2014.07.09 – 76**
Resolution Re: **Coast Bus Subsidy for Additional Route 33**

WHEREAS: The City currently provides a subsidy to the Cooperative Alliance for Seacoast Transportation (COAST) in the annual amount of \$149,963.00 approved by council in the FY14 budget resolution; and

WHEREAS: COAST was able to continue FastTrans Route 33 in 2013 with contributions to come from Dover Housing Authority, Strafford County and the City of Dover. The City of Dover amount for FY14 is \$29,426.

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 COAST in the amount of \$29,426 for its share of contribution for continuing FastTrans Route 33.

Financing

Account	Description	Appropriation	Balance
1000.1.190.41991.4840.00000	Misc Gen Gov-Contingency	276,204.00	139,547.55

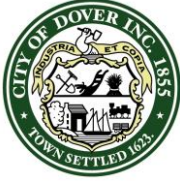
AUTHORIZATION

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.5.

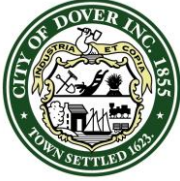
Resolution Number: **R – 2014.07.09 – 76**
Resolution Re: Coast Bus Subsidy for Additional Route 33

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.B.5.

Resolution Number: **R – 2014.07.09 – 76**

Resolution Re: **Coast Bus Subsidy for Additional Route 33**

RESOLUTION BACKGROUND MATERIAL:

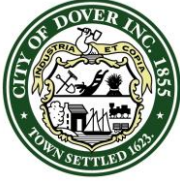
With contributions from Dover Housing Authority, Strafford County and the City of Dover, COAST was able to continue the FastTrans Route 33. The City's portion to support public transportation operations on COAST FastTrans Route 33 for FY14 is \$29,426.00.

Award Information:

A purchase order will be issued to the vendor selected to authorize release of payment for additional services.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	NA
Prices will hold for:	FY2014	Estimated Delivery:	As needed
Recommended Award to:	COAST	Fund:	Various
Other Approvals Required:	Yes	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.07.23 – 011**
Ordinance Title: Administrative Code, Article III, 3-41 E(1)
Chapter: 3

The City of Dover Ordains:

1. PURPOSE

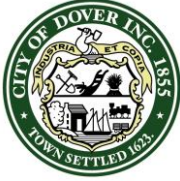
The purpose of this ordinance is to amend Chapter 3, Article III, 3-41 E (1) of the City of Dover entitled Purchasing Procedure to correct the wording to accurately reflect the amount of required bid bond.

2. AMENDMENT

3-41. Competitive bidding procedure.

The procedure for competitive bidding is established as follows:

- A. Competitive Bidding shall be initiated by the Purchasing Agent with a notice of solicitations for bidding sent to vendors and/or by advertising. The notice shall contain Specifications as to quantity and quality, date and time for the closing of bids, the date and time for opening bids, and other details regarding the bidding process. All solicitations shall note that all purchases are subject to the conditions set forth in the City Purchasing Code.
- B. The Purchasing Agent shall solicit at least three (3) vendors when available on every purchase requiring Competitive Bidding unless exempted by the provisions of this ordinance. Bids shall be awarded to the vendor whose bid is the most advantageous to the City of Dover. In the event less than three (3) bids are received, the City Purchasing Agent may award the purchase on the basis of the bid most advantageous to the City of those submitted, or, may order a re-bidding.
- C. Technical specifications for bids shall state information as broadly as practicable, yet shall be specific enough to describe the requirements of the purchase. Non-technical specifications for bids shall state the quality required in general terms.
- D. Sealed Formal Bids shall be submitted by qualified vendors before the bidding deadline, but may be withdrawn by any bidder before the deadline. After the bidding deadline the Purchasing Agent shall receive no further bids, and no bidder shall withdraw a bid. The City shall have custody of all bids submitted pursuant to this Purchasing Code.
- E. In accordance with RSA 447:16, the Purchasing Agent shall require security from vendors for construction projects estimated to be in excess of thirty-five thousand dollars (\$35,000.00). The elements of a purchase to be secured include, but are not limited to, the following:
 - (1) A Bid Bond ~~to secure the bid price plus an additional~~ in the minimum amount of ten percent (10%) of the bid price from the time of bid opening until signing of the contract, to offset the cost of accepting the next lowest qualified bidder in case of default by the bidder.
 - (2) A Performance Bond in the amount of one hundred percent (100%) of the contract price to insure compliance with and completion of the contract.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.07.23 – 011**
Ordinance Title: Administrative Code, Article III, 3-41 E(1)
Chapter: 3

- (3) A Labor and Materials Bond in the amount of one hundred percent (100%) of the contract price to insure payment to suppliers and subcontractors by the contractor.
- (4) The form of the security shall be prescribed by the Purchasing Agent and may consist, but is not limited to, bonds issued by surety companies licensed within the United States, certified checks and irrevocable letters of credit at banks acceptable to the City. The Purchasing Agent may waive the bond requirements on a case-by-case basis with the approval of the City Manager. The Purchasing Agent may include security requirements for projects less than thirty-five thousand dollars (\$35,000.00) and in other types of purchases where doing so is advantageous to the City with the approval of the City Manager.
- F. In each and every case where bids are presented to the City Council for award, information presented to the City Council shall include solicitation information and bid amounts.
- G. The Purchasing Agent shall open bids, read them in public, inspect them and process for award. In determining the bid most advantageous to the City, the Purchasing Agent shall, whenever possible, analyze the bids so that the bids are compared on an equitable basis as determined in the sole discretion of the Purchasing Agent.
- H. The competitive bid procedure may be waived by a majority vote of the City Council.

3. 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

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

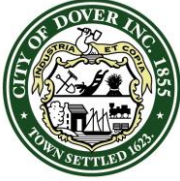
Sponsored by: Mayor Weston
By request

Approved as to Legal Form
and Compliance:

Anthony I. Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2014.07.23 – 011**
Ordinance Title: Administrative Code, Article III, 3-41 E(1)
Chapter: 3

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:

This is an Administrative Code change recommended by City Manager per RSA 49C. The current bid bond language is incorrectly worded and does not accurately reflect practice or intent and if applied would be a hardship for vendors. Prior to recodification in late 2013, the Code required a bid bond in the minimum amount of 10% of the bid price. This amount is generally consistent with the practice in other New Hampshire cities. This amendment restores the required bid bond amount to a minimum of 10% of the bid price.



RECEIVED
City Manager's Office

JUN 23 2014

Dover, New Hampshire

NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES

State of New Hampshire, Department of Cultural Resources
19 Pillsbury Street, Concord, NH 03301-3570
TDD Access: Relay NH 1-800-735-2964
www.nh.gov/nhdhr

603-271-3483
603-271-3558
FAX 603-271-3433
preservation@dcr.nh.gov

May 28, 2014

City of Dover
Dover City Council
Attn: The Honorable Karen Weston, Mayor
228 Central Avenue
Dover, NH 03820

Dear Mayor Weston,

I am pleased to inform you that the Cocheco Mills Historic District in Dover, NH was entered in the National Register of Historic Places on March 26, 2014. A copy of the official notice and the National Register nomination are on file and available for your inspection at the Division of Historical Resources, 19 Pillsbury Street, Concord, New Hampshire.

The National Register is the official federal listing of significant heritage resources (buildings, structures, sites, districts and objects) worthy of preservation, but does not impose any restriction or limitation on the use of private or non-federal property unless federal funds or programs are directly involved. Registered resources are eligible to be considered for federal matching grants-in-aid for protection, preservation, rehabilitation or reuse. National Register designation also provides for review by the Advisory Council on Historic Preservation (a federal agency) of potential effects which any federally funded, assisted or licensed project might have on registered properties.

If a property is listed in the National Register, certain federal tax provisions may apply. The Tax Reform Act of 1986 revises the historic preservation tax incentives authorized by Congress in the Tax Reform Act of 1976, the Revenue Act of 1978, the Tax Treatment Extension Act of 1984, and as of January 1, 1987, provides for a 20% investment tax credit with a full adjustment to basis for rehabilitating historic commercial, industrial, and rental residential buildings. The former 15% and 20% Investment Tax Credit (ITCs) for rehabilitation of older commercial buildings are combined into a single 10% ITC for commercial or industrial buildings built before 1936. The Tax Treatment Extension Act of 1980 provides federal tax deductions for charitable contributions for conservation purposes of partial interests in historically important land areas or

Dover City Council.

SAT MAY 17th - INVITED to ATTEND A DINNER FOR
A UNH GRAD AT THE FARM BAR + GRILL.

AFTER COMPLETING DINNER WAITRESS CAME UP TO TABLE
AND ASK IF ANYONE HAD A RED CAR, I TOLD HER I HAD
A RED CAR, SHE SAID IT WAS ABOUT TO BE TOWED AWAY.

WHEN WE GOT AT THE RESTAURANT I PARK NEAR THE
RESTAURANT, MY STEP-SON CAME UP TO MY CAR AND SAID
I COULDN'T PARK THERE, AND TO MOVE IT DOWN INTO
PARKING LOT OVER 100 YDS AWAY ON THE LEFT WHERE THERE
WE 3 SPACES LEFT, ONLY TO FIND OUT LATER YOU COULDN'T
PARK THERE EITHER.

MY COMPLAINT IS IF THE REST. HAS THAT MUCH CAPACITY
IN REST WHY ARE THEY ALLOWED TO HAVE SO LITTLE
PARKING SPACES, NOT KNOWING DOVER WHERE ELSE ARE
WE SUPPOSE TO PARK - OR DO WE COME BY BUS?

I MUST ALSO SAY THAT THE 2 GUYS IN THE TOW TRUCK
LEAVE A LOT TO BE DESIRED, THEY WOULDN'T BE WORKING FOR
ME.

NOT MANY SENIORS CARRY THAT MUCH CASH AROUND WITH THEM
TO PAY THAT TRUCK AND THEY WOULDN'T TAKE CC'S

Richard J. Pelletier