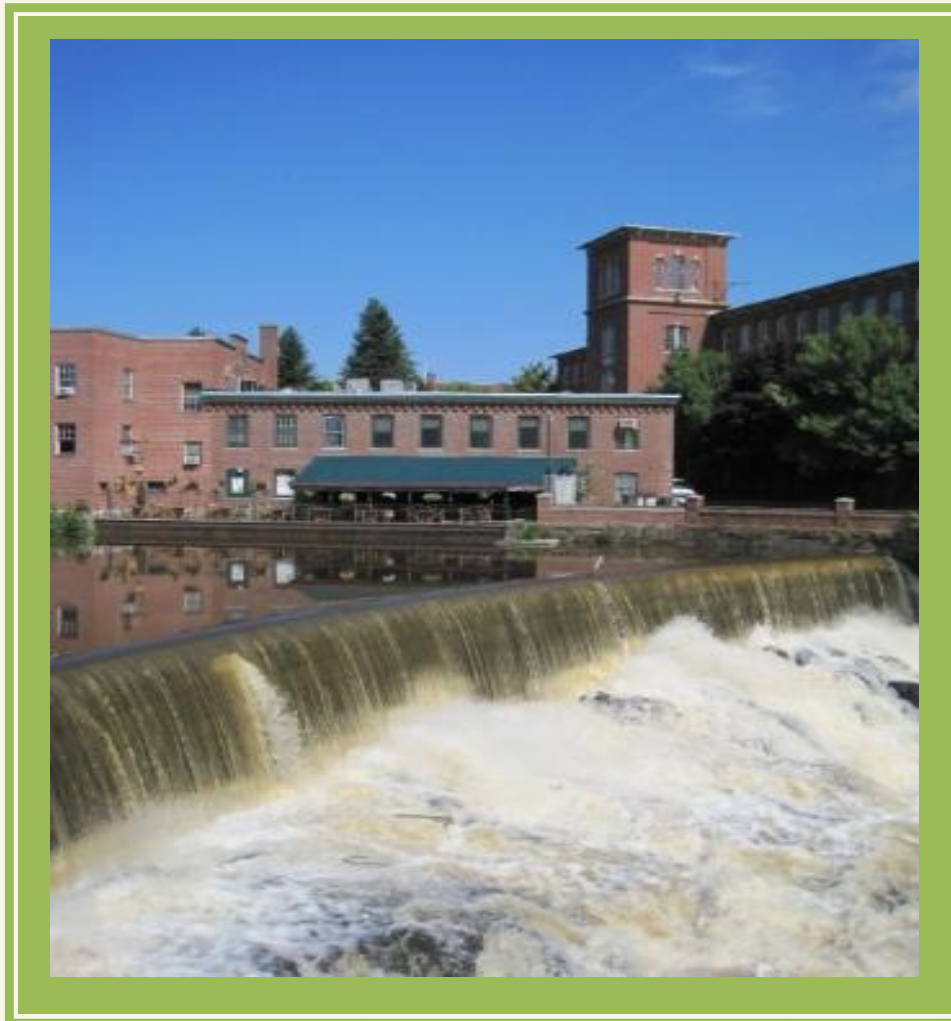


City Manager's Report

City of Dover, New Hampshire

August 27, 2014



J. Michael Joyal, Jr.
City Manager



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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 bills for industrial usage on a quarterly basis and residential usage on a monthly basis.

	Records Billed	Meter Rent	Total Water Service Billed	Total Sewer Service Billed	Other Service Billed
2 nd Quarter Industrial Usage	7,865	\$33,302	\$628,286	\$807,810	\$4,412 (Firelines, parts/labor, turn on/off)
Residential Usage June 2014	743	\$2,285	\$165,623	\$213,799	\$9,110 (Firelines)

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

The Utility Division Maintains:

3 Water Treatment Facilities

158 Miles of Water Mains

One 3,000,000 Gallon Water Storage Tank

One 713,000 Gallon Water Storage Tank

123 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

Utility crews spent the month replacing water services and hydrants on Nute Road. Seven water services were completed and an additional hydrant was installed. This completes the Nute Road utility project. Paving, loaming and seeding will take place in September.



Two Maintenance Mechanics, two Truck Drivers, two Heavy Equipment Operators and one Working Foreman worked 88 man hours on an overnight shift to replace three gate valves at the intersection of Portland Avenue and Rogers Street. Crews also installed an additional 20 foot section of pipe onto Rogers Street in preparation of replacing the entire main in the near future.

Two Truck Drivers, one Maintenance Mechanic and one Heavy Equipment Operator responded and repaired a reported water leak on Young Street in 12 man hours.

Utility crews worked 31.5 man hours to replace a private water line (customer charge) that services three homes on Sixth Street. Contractors were hired by residents to repair three service leaks on Atkinson Street, Heather Lane and Finch Lane.

Crews spent 34 man hours replacing and moving a hydrant on Oak Street after being hit during a motor vehicle accident. Crews worked another 16 man hours repairing hydrants on First Street, Crosby Road, Spruce Drive and Grove Street.

Water services were replaced on Grove Street while the street was excavated for a sewer main replacement. A private contractor was hired to repair the sewer main on Grove Street. It was determined after a collapse in the main last spring that the main needed replacement. Paving also occurred on the Grove Street hill finalizing a water break repair from last fall.

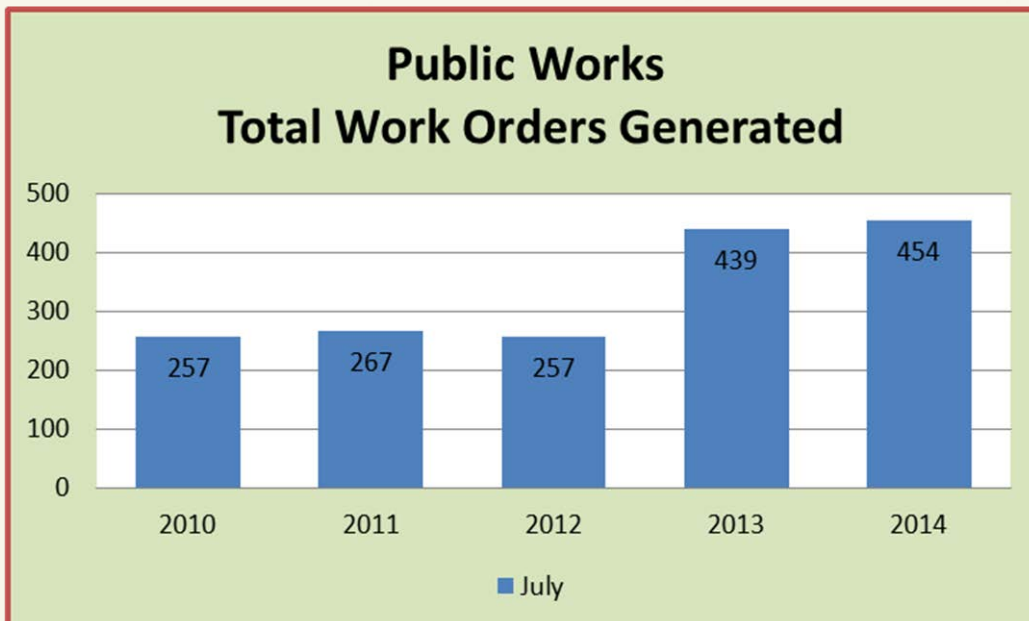
Water meter crews attended to 34 stopped meters, 32 final meter readings, 4 meter installs and 6 water turn ons.

Management proactively had crews install a temporary water line to a hydrant near Woodman Park School allowing the school to be fed water from the Rutland Street area if needed, during the Silver Street reconstruction project.

Crews responded to an emergency call from a resident on Park Street. The Working Foreman, a Heavy Equipment Operator and a Maintenance Mechanic responded and worked 3 hours to clear a blockage from the sewer line. Crews also responded to a call from a resident on Pinecrest Lane for a possible sewer blockage. Crews worked 2 man hours jetting the line to clear the blockage.

Administrative staff received a call from a resident on Whittier Street where sewage was backing-up into the home. Crews discovered a failed sewer service on the resident's side. The resident was unable to hire a private contractor to resolve the line failure due to the Fourth of July holiday. Crews worked 26 man hours to repair the service utilizing two dump trucks and a back hoe.

Jet truck crews worked 80 man hours jetting (cleaning) sewer lines as part of the city's preventative maintenance program. Once the cleaning is completed crews will TV inspect the mains and conduct condition assessments on the lines. Crews also used a poly pig (polyurethane foam used for cleaning residue from mains) on the force main at the Tolend Road Landfill. This is done quarterly due to the iron build up in the pipe taking approximately 4 man hours to complete



City Streets, Grounds, Facilities & Parks



Dover, NH



Sadly, the City Hall tree had to be taken down. As you can see to the left, it was very unhealthy.

New trees will be planted this fall.

Overgrown, out of control shrubbery was also pulled at various spots around city hall. The Facility & Grounds Division has a plan worked out to update the landscape in the near future.



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 Friends of Dover Recreation 501 © 3 is acting as the charity to accept funds for the Henry Law park Project brought in by a Go Fund Me link at <http://www.gofundme.com/c8ebd4>. With the lease of the Butler Building on River St. to Great Bay Rowing Club, rowing activity on the Cocheco River has started this month and is getting a lot of positive comments from rowers.

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

The Library's fifteen new lounge chairs were delivered and installed on July 14. Many were occupied within minutes of being set in place!



Administrative staff fielded 27 service calls requesting pothole repairs. Crews repaired 376 potholes, applying 24.82 tons of asphalt on various areas throughout the city completing the repairs in 166 man hours.

Crews continued to sweep the downtown area as needed and areas around the city that accumulated excessive debris.

Truck drivers spent 4.5 man hours hauling 116.71 tons of gravel and stone to fill the bins at the Public Works Facility. Crews graded gravel roads on Bay View Road, Old Garrison Road and Drew Road and Back River Road cross-over as well as the road to the dredge cell.

Crews replaced the sidewalk from 89 to 105 Locust Street. All old concrete was removed, curb straightened, three curb boxes were replaced and 26 tons of concrete was poured in wood molds to replace the sidewalks. Another 21.82 tons of asphalt was applied to pave driveway aprons and along the curbing.

Crews repaired catch basins on Durham Road, Silver Street at Central Avenue, Locust Street, and Central Avenue at Fifth Street taking 32 hours to repair. Crews also cleaned thirteen catch basins on First Street, Grove Street, Union Street, Samuel Hanson Avenue, Central Avenue, Durham Road and Washington Street at Prospect Street.

Manhole repairs were completed on Morningside Drive, repairing and lowering three sewer covers utilizing two Truck Drivers, one Heavy Equipment Operator and one Maintenance Mechanic for 15.5 man hours. Crews also added one new frame and cover taking one Maintenance Mechanic and one Truck Driver 11 man hours to complete.



Crews worked 56 hours completing roadside brush cutting in the Dover Point Road area, Old Rochester Road and surrounding areas in the north end, Mount Vernon Street area and the Broadway area. Sidewalk areas were also trimmed on Mount Vernon Street, and Ash Street to Abbot Street.

Administrative staff received an emergency call from a Crosby Road landlord needing assistance with a beaver damn back up in that areas drainage system. Crews worked 4 man hours to relieve the back-up and provide flow for the evening. Crews returned the next day spending 14 man hours removing the debris from a five foot high beaver damn.

The Streets and Stormwater Divisions would like to congratulate its 36 year veteran, Mike White, on his retirement. Mike began his career in the Water Division in 1978 and continued to work for the city in the Streets and Stormwater Division until his retirement in July 2014.

A new, prominently displayed "No Smoking" sign was installed adjacent to the picnic bench on the library walkway. There is no smoking allowed on the McConnell/Library campus and the library is making strong efforts to enforce this ordinance.



Roof consultant Steve Burns, from ARM Roofing, made a preliminary assessment of the condition of the library's driveway-side chimney on July 28. Water leaked through the Historical Room ceiling during heavy rainstorms and the chimney may need repointing and the original copper flashing sealing it to the slate at roof's edge may need to be replaced. Steve will do a close-up, in-depth assessment in early August.

The Facilities, Grounds and Cemeteries employees handled 6 service calls and 213 work orders in the month of July. Employees attended 5 full burials and 5 ash burials in Pine Hill Cemetery during this month. Nine markers were installed in the cemetery, as was one monument.

Henry Law Park was cleaned up before and after the Fourth of July celebration which was held on the 6th due to the unsettled weather.



Painting began at the Transportation Station taking 60 man hours to date. Crews also painted areas at the Public Works Facility storage area working 16 man hours. The railings on the Central Avenue Bridge were painted, as were those on the Makem Bridge on Washington Street; fifty man-hours were required to complete these projects.

Work is underway on the windows at City Hall. Ballasts are being replaced as some of the windows won't stay in the open position without a prop. Eighteen hours were devoted to that project.

The soccer field at Shaw's Lane was marked weekly working 10 man hours to complete. Shaw's Lane field and all other ball fields were aerated by the turf treatment contractor. Woodman Park basketball Courts received new nets, additional trash cans and picnic tables for a tournament that was held there one weekend. After the tournament, the trash was cleaned up and the barrels and tables were returned to their respective parks. Community Services worked in conjunction with Facilities employees from the School Department to replace damaged equipment and various playground components at Woodman Park. One hundred and thirty-six hours were spent on park maintenance, with many hours devoted to spreading new kid-safe mulch at Woodman Park. Thirty-two hours were spent cleaning up various parks of litter, trimming back vegetation and cleaning graffiti.

The Community Trail Bridge, over the Cocheco, was a target for persistent vandals in July. The fencing was damaged and partly pulled from the decking. A contractor was called in to weld the aluminum fencing where needed and it was re-secured to the deck, only to need the same repairs within a few days. Again, the contractor came to weld the aluminum fencing and it was re-secured to the decking with longer lags. Several days later another report was received that the fencing was loose, employees responded to find that the fence had been kicked in an attempt to break it apart. While this was not accomplished, even larger lags were used to secure it to the deck. Crews spent 18 hours dealing with these issues.

The butler building on River Street was vandalized with graffiti and someone attempted to access the building through small windows. The graffiti was painted over and the windows were covered up. The area was cut back using a brush hog, as were the embankments at Shaw's Lane and several areas around the Public works Facility taking crews 18 man hours.

Eighty man hours were spent watering the whiskey barrels, recently planted trees, graves that have been re-loaded and seeded, and other turf areas which are watered two to three times a week. Crews also worked over 228 hours weeding bedded areas. Many Adopt - A - Spot areas have reverted to the City which increases the burden on our resources.



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. Fifteen hours were spent delivering supplies to various locations. Approximately 24 man hours were spent conducting the required monthly fire extinguisher inspections and elevator inspections. Over 45 hours were spent conducting building maintenance including replacing light bulbs, checking door operation, issuing keys, attending to leaks from air conditioner units, sinks and toilets at the transportation station, McConnell Center, and City Hall. Custodial duties were performed at the Public Works Facility, Train Station and City Hall, as well as the Library as needed.

Three signs were replaced, six were made up and two, with posts, were installed. In all 11 hours were spent resolving sign requests.

Crews responded to 10 complaints regarding traffic signal issues. This required 21 hours to resolve. Included was a post that was struck at Main and Chapel Streets, inaudible audibles at Old Rollinsford Road and Central Avenue, pedestrian lights at Webb Place that required replacement of several bulbs, timing issues at Glenwood Ave, as well as timing issues at Mill Street and Exit 7. Twelve Dig Safe requests were responded to, taking 22 man-hours to mark utilities. Five décor lights were repaired or received new bulbs this month.

One hundred and seventy six hours were devoted to trimming trees that were encroaching on sidewalks and also vegetation that obstructed sight distances or signage and limbs that posed a hazard to vehicles in travel lanes. Twelve requests to evaluate tree issues were handled. A variety of other miscellaneous requests were dealt with on thirty two work orders, requiring approximately 47 man hours to resolve.

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 region had a tabletop for Hostile Action Base exercise. Seabrook took the next step with all communities involved in the planning and implementing of their plans in this exercise. This tabletop will culminate with an actual exercise with all communities acting in their local communities and in their normal roles in November 2014.

The ARES Amateur Radio Emergency Service Club has utilized the Fire Department training room to foster a relationship with this agency's assets to assist in community wide emergencies.



Fire Department Deputy Chief of Training and a shift Captain taught Traffic Incident Management (TIM) Classes. TIM consists of a planned and coordinated multi-disciplinary process to detect, respond to, and clear traffic incidents so that traffic flow may be restored as safely and quickly as possible. Effective TIM reduces the duration and impacts of traffic incidents and improves the safety of motorists, crash victims and emergency responders. There were two classes that were open statewide with Police, Fire and other non-government agencies attending. There will be two closed classes to reach all Department personnel. This is in conjunction with new safety signage for the highway, carried on Squad 14.

Dover Fire & Rescue, through the Capital Improvement Program, purchased Self Contained Breathing Apparatus. The first stage of the project is fit-testing of the new masks in preparation prior to the arrival of the equipment.

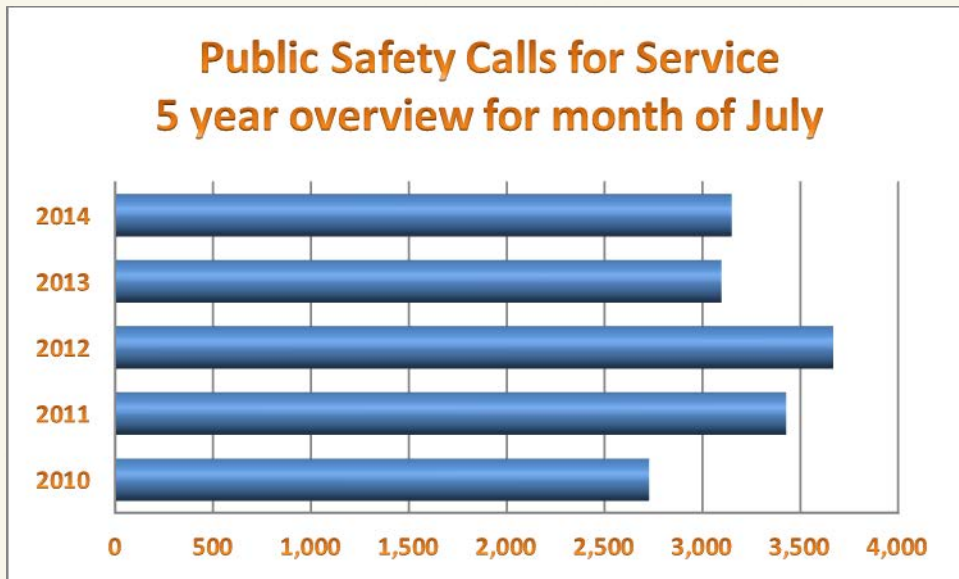
The Fire Chief has briefed his budget to the Department and he has begun looking toward his personnel to challenge the status quo to come up with innovative ideas to foster the stewardship to meet the department's financial obligations and stretch the Fire Department budget. The Deputy Chief covered three shift vacancies to help keep the overtime costs down.

Stafford County Response Tactical Unit trained with Dover Fire Department Medics in Portland, ME. The exercise was for train response and other tactical scenarios in public buildings.

The Fire Department paramedic's precept two medic students from New England EMS Institute this month and one EMT student from McGregor EMS.

The North End Fire Station was utilized by administrated services for social security seminar. The Police Department utilized the training facility for defensive tactics training.

Dover Fire Inspection Service has been active in the schools by pre-inspecting the school properties in preparation for the new school year. This cooperation helps meet the safety needs of the school in a timely fashion.



There is a new countywide drug task force in place which was established on 7/1/2014. On this drug task force is Dover Police Chief, Anthony Colarusso. Below is an article found in Fosters Daily Democrat:

Members of a new countywide drug task force say the amount of heroin they are seeing on the streets is surprising, even to experienced law enforcement officials.

"The volume of heroin we are seeing is at the level of marijuana we dealt with 15 years ago," Sgt. Brandon Drysdale, the task force's commander, recently reported to the Chiefs of Police of Strafford County. Drysdale said Monday that when he started as a police officer in Somersworth 17 years ago, marijuana was the most commonly seen drug for law enforcement officials. Today, heroin, which is cheaper and easy to obtain, has become the drug of choice for many area residents.

The task force was not put into place to specifically combat the heroin epidemic, which Attorney General Joseph Foster has called the biggest problem facing New Hampshire. Instead, Drysdale said, the force is a way to pool together resources from a number of communities to address drug problems as a whole and to combat the other crimes associated with substance abuse.

Robberies and burglaries are examples of those crimes, Drysdale said.

"The Attorney General has a task force which has been running for many years. Rockingham County has a drug task force as well," Drysdale said. "We tried to put together the best structure based upon the ideas and philosophy of drug task forces in this state, and others as well."

Since the task force was established on July 1, 19 investigations have been started and three arrests have been made. Members of the task force have seized a variety of drugs, cash and property.

"We have our assigned office space where we meet every day and talk about what we are going to do," Drysdale said. He said there are nine people who work on the force. Some are full time officers, others are part time.

According to a press release authorized by Sheriff David Dubois, all law enforcement officers assigned to the task force have been sworn in as Strafford County Deputy Sheriffs and operate under the authority of the Sheriff's Office which gives the task force jurisdictional authority throughout the state.

"This Task Force has established partnerships with state, federal, and other county units working to address drug crime throughout the state and region and is committed to a cooperative effort in addressing this growing problem throughout the region. The Strafford County Sheriff's Office is honored to have been asked to provide leadership and support to this endeavor," Dubois said.



Communications Bureau

Communications Bureau statistics for July are:

Radio Transmissions	12,441
Phone calls	10,033
911 calls	430
Alarm Line Responses	117
Lobby Traffic	404

K-9 Unit: The Department has one K-9 handler, Officer Tim Keefe, who works with his K-9 partner, Grinko. During the month of July, the K-9 Unit conducted a total of 20 hours of training.

Collision Investigation Team:

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

Special Investigations Unit:

During the month of July 2014, there were no letters generated by the Dover Police Special Investigations Unit sent to licensed liquor establishments in Dover. Letters are sent as a result of analysis of police reports involving overly intoxicated persons. When it is determined that an overly intoxicated person had been over-served, a letter is sent from the police department to the establishment. The letter, along with the police report, is also sent to the NH Liquor Commission's Bureau of Enforcement.

A total of 12 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.

During July 2014, SIU detectives charged two men in separate cases with violations of the sex offender registry statute. In these cases, the men either failed to register as required by law, or failed to update changes in their residency, also required by law.

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 assisted the US Marshals Fugitive Task Force in an undercover operation that resulted in the arrest of a violent, wanted fugitive in Dover.

Throughout July, SIU detectives assisted the Strafford County Drug Task Force with multiple investigations into illegal narcotics traffic in Dover.

During July 2014, SIU personnel also investigated two unattended deaths that occurred in Dover.

Patrol

During the month of July, officers handled a total of 2,713 incidents resulting in the following activity / criminal charges;

950	Traffic Stops
70	Total Arrests
6	DWI Arrests
9	Arrests-MV Charges other than DWI
7	Drug Related Arrests
6	Arrests for Assault
5	Theft related Arrests
7	Criminal Mischief Arrests
14	Arrests for Electronic Bench Warrants
2	Arrests for Violation of Court Order
2	Arrests for Failing to Register as Sex Offender
2	Arrests for Unlawful Possession of Alcohol
1	Arrests for Robbery
2	Arrested were juveniles
6	Arrest for Criminal Trespass
3	Arrests for false Report to Law Enforcement
4	Resisting Arrest
3	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:

19 pedestrian crosswalk warnings, 25 public assist, 6 pedestrian right of way warnings, 6 MV one way warning, 1 parking assist, 1 warning bike on sidewalk, 1 skateboard on sidewalk, 1 roadway obstruction, 1 Warning Criminal Trespass, 1 Motor Vehicle Accident



An injured baby Robin, found in Dover, was transferred to Center for Wildlife in Maine by the Animal Control Officer.

Animal Control: The Police Department responded to a total of 80 calls for service regarding animals. Patrol officers handled 36 of the calls, requiring the ACO to follow up on 8 of them. Additionally, 21 animal complaints were handled by dispatch and 23 were handled by the Animal Control Officer. The following is a breakdown of the complaints handled by the ACO.

Loose dogs	1
Welfare checks	7
Barking dogs	2
Lost cats	2
Found animals	3
Deceased cat	2
Wildlife	6

The Animal Control Officer also returned 55 voicemail messages.

The City of Dover has three fire stations.

Liberty North End Fire Station

Central Fire Station

South End Fire Station



In the beginning of July, due to the extreme heat and humidity, the City of Dover opened a cooling station for Dover residents. The cooling center is located in the McConnell Center.

Once again this year, the Dover fireworks were launched in the Henry Law Park area on the night of July 6th. The event organizers worked with vendors and entertainers to pull together a fantastic night in Downtown Dover.

The Dover Planning Board and the Planning Department are working with a group of volunteers to update the Land Use Chapter of the Dover Master Plan. The Land Use chapter, which was prepared in 2007, is being updated. As part of the process, the Planning Board created a Steering Committee in March to oversee the work and to ensure there is ample opportunity for public participation during the process. The Steering Committee, chaired by former City Councilor Jerry Reese, has been meeting monthly and working closely with the Planning Department and the planning consultant hired by the City, Jeffrey H. Taylor & Associates. The process is scheduled to take approximately six months. All the steering committee meetings are open to the public. Maps being prepared as part of the update are available on the City website at: <http://www.dover.nh.gov/government/city-operations/planning/mapping/index>.

The Master Plan, which is a blueprint for the City's future development and acts as both a reference and policy document, is updated every five to 10 years by the Planning Board. The Master Plan is designed to help a community meet change responsibly, guiding its growth in an orderly manner.

The City began the Master Plan update process in 2012 with the development of its Visioning Chapter. This process, branded Dover 2023, set in motion the process of creating a Master Plan outlining how the community wants to look and feel when it celebrates its 400th anniversary. As part of the Vision chapter work, a timeline for completing six chapters in the overall Master Plan was completed. In 2014, staff developed a Data Appendix which will be used by all future chapters in the cycle.

In addition to the Land Use chapter, the City will work on the following chapters over the next five years:

- Transportation
- Stewardship of Community Resources
- Regional Concerns

To view the City's adopted Master Plan, visit <http://www.dover.nh.gov/government/city-operations/planning/master-plan/index>.

For more information or to get involved with the project, please contact City Planner Steve Bird at 603-516-6008 or s.bird@dover.nh.gov.

The Fire Chief and Building Inspector actively promote communication with citizens and local builders on the importance of safety compliance through cooperation. The Housing Standards Board met multiple times to meet all community concerns with the frame work of City standards and ordinances.

During July, the Dover Public Library is showing free movie matinees in its Lecture Hall every Monday afternoon at 2 p.m. The schedule included "Meet the Robinsons" on July 14 and "Rio 2" on July 28 (both rated G). Admission was free and movie-goers bring their own popcorn.



In July, the library showed Disney's "Frozen" and, as an extra treat, hosted a meet-and-greet, in-person visit with the movie's heroine "Elsa". Elsa, Princess of Arendelle, posed for pictures with families, gave autographs, and entertained everyone with her famous song, "Let It Go" before the movie started. Special thanks to Caroline Carter, Miss New Hampshire's Outstanding Teen 2014, for bringing Elsa to the library.

Community Services staff presented plans for the Silver Street Reconstruction Project at a neighborhood meeting on Wednesday, July 16, 2014, at Woodman Park School. This meeting was followed by a meeting on the Heritage Residential District zoning project, hosted by Planning staff.

To read more about these meetings, view the letter sent to property owners on June 26, 2014 at

<http://www.dover.nh.gov/government/city-operations/community-services/silver-street-reconstruction/index>

Other important documents as well as a video recap of the project can be seen on the same page using the above link.

On Tuesday evening, July 15th the Dover Public Library hosted its seventh and final performance, in a series of free classical music concerts featuring live performances of well-known musical masterpieces. This finale concert, performed solo by series organizer and pianist Naho Bessho, featured music by Frederic Chopin, the famous 19th century Polish composer.

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 262 Facebook (City of Dover NH Planning) friends and 594 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 754 fans), as well as a Sustainable Dover Facebook fan page (with 167 fans).

The Department of Planning and Community Development mailed out 118 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.

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. Since April over 200 reports, presentations or maps have been added to the page. This data can be found at <http://www.dover.nh.gov/government/city-operations/planning/planning-documents/index.html>

Planning and Community Development staff met with residents and property owners to discuss development or redevelopment of over 17 properties in the City.

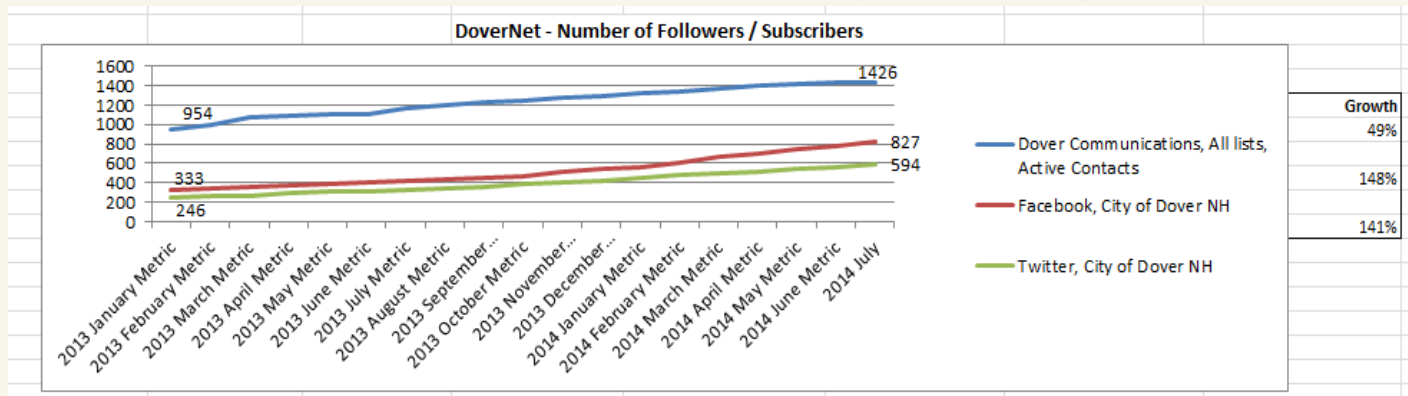
Planning and Community Development staff attended two pre-construction meetings with members of the Engineering and Fire Departments.

The library has 4,756 social media followers: 1,424 on Facebook, 557 on Twitter, 41 on Instagram, 851 on Pinterest, and 1,883 subscribers to the library's two e-newsletters. The library website received 149,376 hits during July. The library posted 93 items on Facebook, composed 53 Tweets, wrote 8 Blog posts, and sent out one press release to media outlets during July.

The public library borrowed 89 items from the school libraries and sent none. The public library's System and Technology Librarian Peggy Thrasher aided the school librarians with Koha library system issues on 5 occasions during July.

Reference Librarian Denise LaFrance gave a Dover history talk to 35 residents at the Maple Suites Senior Community. Library Director Cathy Beaudoin assisted Woodman Institute "Night at the Museum II" producers with historical research and script editing.

In an effort to be open and transparent, communication with the public is important to each department. The City of Dover's Information Technology Division released some interesting statistics on communication trending for the main City of Dover pages only:



Dover Fire & Rescue supported Parks and Recreation at the Community Fireworks on July 4th. Department personnel interacted with the community at Henry Law Park and also provided apparatus to provide fire protection at the pyrotechnics display for the City.

Fire shift personnel have participated in multiple community events. The department has sent fire engines and ambulances to the following community events to support other civic members and our citizens:

- Fire & Rescue Engine 7 and Ambulance 1 participated in a touch a truck event at Woodman Park School for a fundraiser to support the Seymour Osman Community Center and Youth Safe Haven. The department also hosted two tours at the Central Fire Station and gave children a lesson during their summer camp on "How City Works".
- Fire Department Engine 8 and Ambulance 1 did in-service stand by at the Six03 Summerfest 10K. Proceeds from this 10K race help support the Jenny Thompson Pool.
- Fire & Rescue Engine 8 and Ambulance 1 participate in the Cocheco Arts Concert series at the Rotary Pavilion every Friday evening.

→ Fire Department Engine 7 supported the Dover Soccer Association British Soccer Camp for a week. Each day staff would cool the kids by spraying water on them, offering the opportunity to interact with firefighters and tour the Fire Engine.



Maple Suites put on a hero breakfast for the City's First Responders. The on-duty shift attended this event to represent all Dover Fire members.

Fire & Rescue Engine 7 participated in a summer camp at the Portsmouth Christian Academy. Staff provided one on one communication to answer specific questions and provided tours of the fire engine.

Fire & Rescue Engine 8 also went to Beckwith Field to cool down a group of camp kids.

Four members of Dover Youth to Youth appeared on WTSN's Open Mic radio talk program for an hour in July. The students talked about their experience during the summer program, drug abuse issues in the news and their efforts locally. Also in July, 13 members of Youth to Youth attended at 4 day training program on drug prevention at the University of Rhode Island.





Chief Colarusso, Officer Murch & CJ visit longtime Mounted Police Volunteer, Ray Stackpole, for his 75th birthday at St Ann nursing home in Dover. Unfortunately, Ray passed away after a lengthy illness the following week on August 8, 2014.

Sergeant Speidel performed 14 child passenger seat inspections during the month of July. This included several checks conducted on the evening of July 16 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. Sgt. Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the Police Department provides this service free of charge.

Dover Coalition for Youth Coordinator Vicki Hebert and Dover Youth to Youth Advisor Stephanie Retrosi attended the Community Anti-Drug Coalitions of America (CADCA) Mid-Year Training Institute Conference in Orlando FL July 20-24. They set up a booth (see photo below) which provided participants with information on Dover's prevention programs. The response was all positive and many groups have committed to work with Dover Youth to Youth as they attempt to set up their own programs.



On July 27th, Officer Joslin participated in the Touch a Truck event that was sponsored by the Seymour Osman Community Center. The event took place at the Woodman Park School. Although the event was shortened due to heavy rain, the participants were able to tour several vehicles that were on hand. Below are photos of the Dover police cruiser that was at the event and one young participant sitting in its driver's seat.



City Programs



Gym

The playgrounds program was ongoing in July, with daily trips to the Jenny Thompson Pool, and weekly field trips to state parks. Two days were cancelled due to rain. Youth Theater camp with Jeff Leaf was full and ran for two weeks at the City Hall Auditorium. Interval Toning continued their early morning schedule of classes and Yoga began a new session of both the beginner and intermediate classes. Zumba® classes were on-going with a new session starting at the end of July. A new volleyball camp ran for a week in conjunction with Push Volleyball at the Butterfield Gym within the McConnell Center. Fall field scheduling is on-going.

Pool

The Swim teams continued to practice at the Outdoor Pool during the month of July. Seacoast Swimming, Oyster River Otters, Exeter Swim Team, Cannonball Swim and Great Bay Masters have been consistent all season. Seacoast Swimming Association also hosted 2 major swim meets which ran very smoothly and was well attended. The Jenny Thompson Invitational ran from July 11th through the 14th. And new to the pool, the 14 and under age group championships were also held from July 23-July 26th. Despite a few parking concerns the meet ran very well. Swim Lessons at the Indoor Pool have been successful, offering 45 classes and most spots filled well in advance. The Jenny Thompson Pool seems to be averaging around 300 swimmers per day between all of the Dover City groups (Playgrounds and Camp Kool), Somersworth Recreation, York Recreation, Farmington Recreation, Tri-Star Summer Camp, Kittery Recreation and Eliot Recreation. Besides swim lessons, the Indoor Pool has seen its usual number of Adult Lap swimmers and therapy swimmers on a daily basis, averaging nearly 90 people every day. Hydrofitness had 15 per session and Masters 30 per practice.

Ice Arena

The arena re-opened for the summer season in July after annual shut down for maintenance. Although youth hockey leagues are not playing in the summer, the arena is busy with youth and adult instructional programs and hockey leagues. Every week there is public skating, instructional skating, figure skating and stick practices. Summer hockey camps also are busy during July and August. Camp Kool started in July and runs through the end of August with over 50 children enjoying a variety of summer activities. Roller Derby has bouts scheduled for July and August and has been fun entertainment for the entire family. They also practice during the week on the Foster floor surface.

Senior Center

In addition to 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. The Senior Center began serving lunches on Wednesdays to 30 seniors. Dover Seniors enjoyed golf at Nippo Lake in July. In August, they will return to Rochester Country Club. 47 Senior Center members took a trip to the Log Cabin for a lobster lunch and music by Riverboat Ramblers. 20 Self-Guided Day Trippers enjoyed the hit show Guys and Dolls at the Leddy Center. Senior Mystery Lunch had 52 attendees. Senior Advisory Board had 8 attendees.

Public Library

The library's new Adult Services Librarian, Susan Dunker, began work on July 7. Susan has a master's degree in Library Science from the University of Iowa and was previously the Library Director at the Jackson (NH) Public Library.

There were a total of 2,796 attendees at 34 library programs during July, including: 620 Summer Reading program registrants (553 children and 67 teens); 1,017 children who made a craft at the "Creation Station"; 221 at 5 themed drop-in story times; 205 at 4 movie matinees; 563 at 7 special children's entertainment programs; 72 at an evening classical music concert; 35 at a library outreach talk at Maple Suites; plus (for individual patrons) 6 Book-A-Librarian appointments and 7 exams proctored.

Public Library's System and Technology Librarian aided the Dover school librarians with five automation system issues during July.

Dover Coalition for Youth

During the month of July, the Dover Coalition for Youth Coordinator, Vicki Hebert, continued to work with staff at the Dover Middle School to review and improve the school's health curriculum. The review is to incorporate substance use/abuse awareness and to ensure that the message is consistent with the other prevention messages that the students are receiving.

Dover Youth to Youth

The Dover Youth to Youth Summer program for new members was held July 7-11 at the McConnell Center. Thirteen prospective Youth to Youth members participated in this year's training. In addition, staff and students from other communities – including Rochester and Milton – also signed up to attend and receive the training. At the summer program the new members, working with experienced Youth to Youth members, wrote and recorded radio PSAs, conducted medicine safety presentations at local camps, and conducted other prevention activities.

One activity involved the planning and launch of the "Tell the Truth Campaign". This is Dover Youth to Youth's effort to raise awareness of the fact that alcohol advertising does not convey any information about the risks of alcohol abuse, underage drinking or binge drinking.



Photo of the Citgo station located at 52 Central Ave. in Dover showing outside tobacco advertisements.

During the summer program, a group of students went to the Dover Travel Stop (a Citgo gas station) located at 52 Central Ave. in Dover to conduct Operation Storefront which is an effort to count the number of tobacco ads facing outside and inside the store. This establishment was chosen due to its location as a highly traveled bus route to three schools in Dover. Over 15 large tobacco advertisements were found outside the store where other stores have three or less tobacco advertisements. Dover Youth to Youth students wrote a letter to the manager of the store asking to reduce the number of advertisements to 3 or less and hand delivered the letter on Monday July 21st. After receiving the letter, the manager of the store decided to remove all of the signs to support the student's effort to reduce youth exposure to tobacco advertising.

Another group of students went to Sweet Josie's Candy Shoppe at the Fox Run Mall where a 12-year-old was able to purchase bubble gum cigarettes that looked like real cigarettes (see photo below). Youth to Youth students felt that the sale was wrong and wrote a letter to the store owner. There has been no response to the letter. When contacted by the press the owner could see no problem with the candy cigarettes as it is their top seller.



Dover Teen Center

The Dover Teen Center calendar for July 2014 consisted of educational and social programming for its youth participants.

For the month of July 2014 the Teen Center saw a total of 130 participants, on 11 days of programming, which yielded an average of just under 12 participants per day.

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

- TC Trip! – “Old Orchard Beach (7/1)
- TC Classic Trip! – “Canobie Lake Park” w/ Y2Y (7/11)
- TC Trip! – “Portland Sea Dogs Baseball Game” (7/14)
- TC Movie Day – “Hooksett Regal Cinemas (7/16)
- TC Drop-In Day – “Ice Cream Sundaes” (7/17)
- TC Trip! – “Wallis Sands State Beach” (7/22)
- TC Music Event – “DoverPalooza Show” (7/24)
- TC Trip! – “Wells Beach” (7/30)



Some of the Dover Teen Center participants and one of the interns that went on the Canobie Lake Park trip on July 11, 2014.

Community Service Program

The Community Service program tracked three active participants during the month of July of 2014. A total of 12 hours of community service work was completed. One of the participants finished his/her assigned hours.

So far in 2014, a total of 142 hours of Community Service have been completed.

The Dover Court Diversion Committee

The Diversion Committee met on Thursday, July 17, 2014. There were a total of 6 active or pending Diversion cases. Below is the breakdown:

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

The next planned meeting for the Dover Court Diversion Committee is Thursday, August 27, 2014.

Capital Improvements Program

Fiscal Years 2015 through 2020

Major Projects – FY2015

Cemetery Improvements
City Hall Roof Repairs
Police Cruiser Replacement Program
PW Heavy Equipment
General Streets Improvements
General Sidewalk Improvements
Bridge Improvements
Drainage System Improvements
Traffic Calming Improvements
Traffic Signal Upgrades
Old Colony Road Drainage
Railroad Crossing Improvements
Street Recon – Silver Street
Street Recon – Watson Road
Street Recon – Oak/Broadway Area
Street Recon – Tanglewood Drive
Bunker Gear Replacement
Replace South End Station Roof
Breathing Apparatus Replacement
Arena Locker Room & Foster Rink Impr.
Guppy Park Field Improvements
Henry Law Park Improvements
Library Books & Collections
Garrison Elementary Roof Replacement
High School & Dunaway Field
Regional Career Tech Improvement
Economic Development Park
Downtown Parking System Impr.
Water Main – Spaulding Turnpike
Water System Facilities Upgrade
Water & Sewer Heavy Equip Repl.
Water & Sewer Main Replacement-City
Water Meter Replacement
WWTF & Well Equip.
Water & Sewer Light Vehicle Repl.
Wellhead Protection
Water Main Repl: Oak/Broadway, Silver
Inflow/Infiltration Study & Migration
Sewer Main – Spaulding Turnpike
Pump Station Equip Replace-Maint.
Force Main Charles St .Pump Station
Sewer Main-Oak,Broadway

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

TOLEND LANDFILL REMEDIATION

Current: Summit Environmental will take over the operation and maintenance responsibilities of the landfill groundwater extraction system for the next 12 months beginning in August. Summit and its partner Blue Granite Inc. has extensive experience in the operation of landfill remediation systems. A plan is in place to insure a smooth transition in operation occurs without interruption in service.

Previous: A meeting with EPA, NHDES, and the Landfill PRP's was held in late June. It was agreed that the NW hotspot remediation achieved a dramatic reduction in contaminants as it was intended to do and that a proposal to decommission the air sparge system should be submitted to EPA. The PRP Group has selected Summit Environmental as the contractor to perform operation and maintenance for the next 12 months beginning in August. Summit and

TOLEND RECONSTRUCTION

Current: The Roadway has been base paved and the contractor is working on installing the sidewalk from Whittier Street to Columbus Avenue on Tolend Road. The City is working with AEC and Brox on remedying the pavement issues on the base pavement.

Previous: Tree work will continue on Tolend Road around Columbus Ave. Construction has begun at Whittier Street and will move outward toward Columbus over the next few months

STREET IMPROVEMENTS

Current: Contract has been awarded to Brox and work will begin on Lisa Beth and Jenness Street first.

Previous: The proposed 2014 street paving bid will be awarded soon and paving will start in June.

COCHECHO RIVER DREDGING

Current: As the dredge cell begins receiving material from the three city owned redevelopment sites and reaches its final capacity the facility will need to be capped and closed. Future use of the site must be considered and incorporated into the capping and closure design. Geolnsight the engineering firm that designed and provided oversight during construction of the cell and during dredging operations has been asked to provide a scope of services to oversee the filling and closure of the cell for City review and approval.

Previous: The First Street project began delivering urban soil to the dredge cell in late June. The work is expected to continue through the summer as site work progresses at the redevelopment project. The required 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 cleared the way for the First Street redevelopment project to begin.

WASTEWATER TREATMENT PLANT UPGRADE

Current: The Coalition has asked UNH to provide a cost and schedule to perform a sampling effort in the Cocheco and Piscataqua Rivers during August and September this summer. The work scope was prepared for the Coalition by Hydroqual following recommendations of the peer reviewers in their February report and in subsequent communications with them.

Previous: 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 was held in Boston with EPA at the end of May. The meeting was attended by numerous EPA personnel including the regional administrator and his assistant along with Coalition community representatives. The meeting was very productive. The communities presented the significant efforts they have undertaken voluntarily to reduce nutrients entering the watershed from both point and non-point sources. EPA expressed appreciation to the communities for these efforts and it was agreed that the parties will work to find a way to work together to achieve our common interests without the need for further litigation going forward.

SAFE ROUTES TO SCHOOL SIDEWALK

Current: SUR was awarded the contract and have installed the curbing and gravels for the sidewalk on parts of Rutland Street, Clifford Street, Woodman Park Drive and Parker Street. They will be pouring the concrete sidewalks shortly.



Recognition

The Dover community was recently highlighted in the current month's edition of Business In Focus Magazine. This magazine is delivered to over 363,100 subscribers every month. You can read an online version of the article beginning on page 82 by using the following link:

http://www.businessinfocusmagazine.com/e_mag/BIFNAJul2014/#?page=82

The International City/County Management Association (ICMA) has recognized Dover, New Hampshire for its performance management efforts with a Certificate of Achievement from the ICMA Center for Performance Analytics. The certificate program recognizes the principles of performance management. Jurisdictions meeting the qualifications have demonstrated leadership in continuous improvement and community engagement, and they serve as examples for other governments to follow.

ICMA assesses a local government's performance management program and encourages analysis of results by comparing to peers and gauging performance over time. Performance management aids in cost reduction, program prioritization, and quality improvement. It also encourages accountability and transparency. Certificates are awarded at the levels of Achievement, Distinction, and Excellence. Dover is among nine jurisdictions receiving the Certificate of Achievement, and one of 49 recognized overall.

Criteria for the Certificate of Achievement include: Reporting of performance data to the public through budgets, newsletters, and/or information provided to elected officials; Data verification efforts to ensure reliability; Staff training.

The City of Dover continually reviews its operations and performance metrics to maintain and improve efficiency.

Dover is one of fewer than 10 communities nationwide to receive the Certificate of Achievement from the ICMA Center for Performance Analytics.

For the tenth consecutive year, a Certificate of Achievement for Excellence in Financial Reporting has been awarded to the City of Dover by the Government Finance Officers Association of the United States and Canada (GFOA). This award is for the City's Fiscal Year 2013 Comprehensive Annual Financial Report (CAFR). The CAFR is deemed proficient in all 17 major grading categories.

Dover was one of the first communities in NH to be recognized with this achievement beginning in 2004 and is now one of only a few communities from NH to consistently receive the award year after year.

The Certificate of Achievement awarded by GFOA is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment and continuing commitment to maintain the highest standards of financial accountability. In achieving this specific recognition, the City's CAFR has been judged by an impartial panel to meet the highest standards of financial reporting including demonstrating a constructive "spirit of full disclosure" to clearly communicate and educate readers regarding the financial condition of the City.

The GFOA is a nonprofit professional association providing technical assistance and education for approximately 16,000 government finance professionals throughout the US and Canada.

Professional Development

The City Attorney attended the New Hampshire Bar Association's 8th Annual Ethics CLE.

Fire Department Deputy Chief of Training also provided a class on applying new firefighting research to the fire ground. Since the inception of the American fire service, firefighters throughout the country have relied on personal experience and the experience of their predecessors to guide their strategy and tactics. To the credit of many, these tactics have proven successful in controlling and mitigating the hazards of fire for more than 250 years. Yet today, firefighters from all areas of the country are being challenged by different fire ground hazards—and as a result, many of these "proven" tactics are now in question. Over the last three years, the research team at UL (guided by fire service professionals throughout the country) has conducted a series of full-scale tests to "demystify" the modern fire ground. In short, they've designed tests to replicate modern fire conditions and evaluate the success or failures of our chosen tactics. All shifts received this training.

During the month of July, Detective Travaglini and Officer Carlson attended a 4 day training class for tactical team commanders and team leaders. The class covered current trends in the tactical community as well as legal issues for supervisors.

Officer Sean Kenned attended a five day training course for School Resource Officers. Beginning at the end of August, Officer Kennedy will be the Dover High School Resource Officer.

Sergeant Janine Harrington attended at 2 day training class in New York which covered supervising critical incidents as a patrol supervisor. Critical incidents can range from major crimes or accidents to officer involved shootings.

Community Services purchased a HP Designjet T2500 Multifunction Printer. It replaces a 12+ year old plotter and will be used for printing, scanning and copying large maps and plans. The most exciting feature is the built-in large format scanner. This allows the Community Services Department to scan and archive thousands of historic plans that only exist in paper format. Many of these documents are in delicate condition and hand drawn raising the importance to preserve that information in a digital format. Personnel was trained in the month of July on using this equipment.



ACKNOWLEDGEMENTS

The Library is grateful to all of the local businesses and organizations that donated so generously to the Summer Reading Program. Donated products and services are valued at \$6,284 and cash donations from Rotary, Measured Progress, and the Friends of the Library totaled \$1,811! Thank you to:

Adelle's Coffee House, Ascent Indoor Climbing Gym, Café on the Corner, Domino's Pizza, Dos Amigos, Federal Savings Bank, The Friends of the Dover Public Library, Hilltop Fun Center, Kendall Pond Pizza, LaFesta Brick & Brew, Measured Progress, Moe's Sandwiches, Noggin Factory, Portland Sea Dogs, Rotary Club of Dover, Strafford Farms, Water Country, Weeksie's Pizza, The Works

The City would like to extend its appreciation to the committee of ladies, spearheaded by Sara Lapointe, who graciously under took the task of trying to keep the Garrison Hill Tower free of graffiti for the fair weather season. This is a time consuming venture and we are grateful for their assistance. We thank each of them for their service to our community.

EMPLOYEE SPOTLIGHT



Cathy O'Connor, formerly known as Cathy Smith, has worked for the City of Dover for 23 years. She started by working full time in the Tax Office and was there for four years. She then began working in the Welfare Department and has been there ever since. Her current position is an Office Manager and the Welfare Department is located in the McConnell Center. Cathy is the first face you see when you walk into the Welfare Office. As she greets citizens that come in, her warm smile immediately makes people feel welcome and puts them at ease. Cathy handles the intake paperwork with the citizens and sets up the appointments for them with the two other ladies in the office. When the office is short-handed or there are several emergencies such as people needing medications or power outages, Cathy will step in and help her fellow co-workers out.

Cathy is responsible for processing all vouchers that are returned to the office for payment by the city's accounting office. Cathy handles processing payroll for her department, all supply orders, processes all reimbursements that come into the office along with the many other office management duties.

When Cathy was asked what she liked about her position with the city, she said she likes helping people in need and that it is a really good feeling. What she likes least about her job, is seeing some people in terrible situations.

Cathy currently lives in Northwood, New Hampshire. She is married, has one grown daughter, son-in-law and one grandchild who just turned five. Cathy's husband has two daughters as well.

Cathy and her family have a remote cabin in Stewartstown, New Hampshire, which they built four years ago. They have a side by side and 4-wheelers and love riding the trail system in the Great North woods. The cabin isn't accessible in the wintertime and they have to snowmobile to the cabin. Cathy says the view is beautiful and it is just a great place to have fun and relax!

Cathy does a remarkable job for the city and she is truly appreciated. When you are in the McConnell Center next, stop in and say hi to Cathy!

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

- The City Manager advised the City Council that there will be a delay in the Back River Road striping pending a court hearing.
- The City Manager then advised the Council that the pending court hearing above has been rescheduled to a later date.
- The Council was advised that they do not need to attend the Clay vs Dover hearing unless specifically asked to by the City Attorney.
- The City Manager forwarded a Notice of Decision in the Clay v. Dover School Board suit. He advised that the court has dismissed the complaint.
- The City Manager updated the Council that the Bellamy Park Disc Golf Course will be televised on NH Chronicle.
- The City Council was notified by the City Manager on the Dover community being highlighted in the current month's edition of Business In Focus Magazine.
- The City Manager forwarded Councilor Hooper's School Board Report to the Council for inclusion in agenda packet.
- The City Manager responded to various emails by providing further information and clarification.

The City Manager's Assistant handled the transition to Primex for Workers' Compensation Insurance and also compiled documents to ensure the City received the Prime Discount.

Approximately 20 children from the Seymour Osman Community Center came to City Hall for a tour of the facility. The City Manager's Assistant brought this lively group around City Hall explaining what most departments do. As everyone can see below, a favorite spot was Council Chambers and a cell in the Police Department.



Parking & Traffic

Parking Bureau

During July, Parking Manager Bill Simons worked with the various deeded parking space holders in order to convert their spaces to permits during the police station/parking garage construction period. This will maximize the efficient use of the available parking for customers of area businesses. Thirty-three of the 45 deeded space holders have agreed to this program.

The meters in front of One Washington Street can be converted to allow an all day receipt to be purchased for River Street. A resolution to amend the FY15 Fee Schedule to allow this enhancement to the parking system will be on the City Council's agenda in August. If it passes, the system will be in place for the beginning of the school year. Several area businesses are highly supportive of this effort.

The CIP parking projects have been updated and submitted to the Planning Department. Pricing for a parking deck on Third Street in conjunction with in-fill development as well as a long range projection for a parking deck on School Street were submitted.

At their July meeting, the Parking Commission supported the amended proposal by Changing Places, LLC for use of 25 spaces in the Portland Avenue (Grimes) parking lot. The proposal included continued maintenance of the entire lot and improved lighting.

The Parking Commission will be discussing concerns about parking in the area of the new Aroma Joe's on Charles Street at their August meeting. They will also be reviewing the city's resident parking permit program which was initiated in 1988.

Traffic Bureau

Sgt. Speidel helped coordinate all traffic control particulars for the City's Independence Day firework celebration, which was postponed to July 6 due to weather issues. This included the advance posting of parking restrictions in the Henry Law Park area, deployment of barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel, and coordinating with event organizers on other logistical matters.

Sgt. Speidel coordinated all traffic control particulars for the inaugural SIX03 Endurance Summerfest 10K event on July 27, which is part of the newly formed Dover Race Series. This included the deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel including members of the Rollinsford Police Department, and coordinating with event organizers on other logistical matters. This event was held at the Dover Ice Arena and a portion of the proceeds were earmarked to benefit the Jenny Thompson Pool.

On July 3, Dover officers participated in the grant funded Operation Safe Commute statewide coordinated enforcement initiative. The date was selected by the New Hampshire Highway Safety Agency. Officers targeted moving violations tending toward aggressive driving behavior or distracted driving.

The Traffic Bureau is coordinating several targeted patrols to enforce traffic violations in the following key areas: speeding, traffic control device violations (red light / stop signs), crosswalk and pedestrian related violations, and DWI enforcement. Targeted areas for speed enforcement have included many of Dover's secondary roadways, including Tolend Road, Middle Road, Sixth Street, Old Rochester Road, Portland Avenue, Back River and Piscataqua Roads, Littleworth Road, Long Hill Road and Dover Point Road. Pedestrian related patrols have focused on several key downtown intersections and crosswalks, including those at the intersection of Chestnut and Fourth Streets and in the Central Avenue corridor.

The Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or other traffic control particulars for the following events during the month of July:

- Florence Street neighborhood block party
- Dover Youth Baseball tournament
- Seacoast Grower's Association's Farmer's Market
- Cochecho Arts Festival concert series events

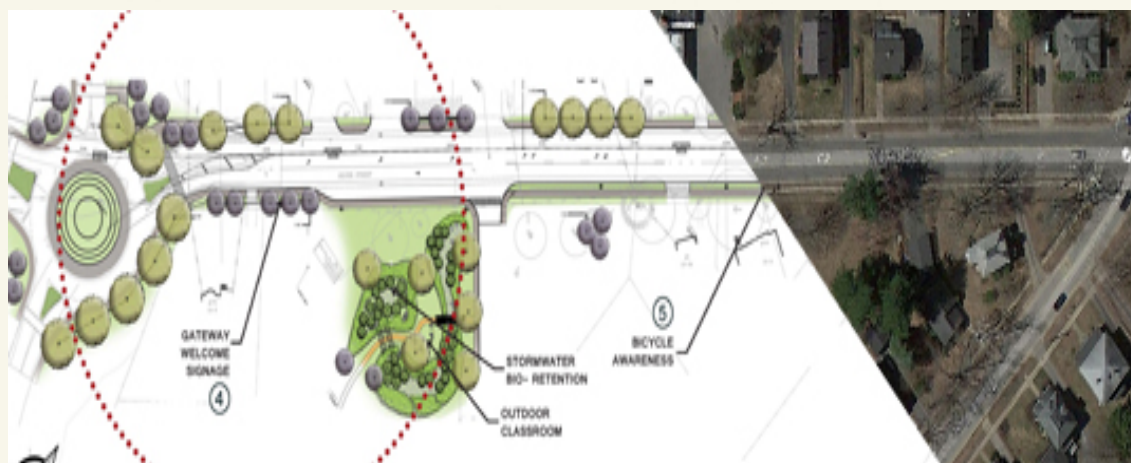
Progression & Growth

Following a July 9, 2014 vote of the City Council, the City of Dover is beginning the reconstruction of Silver Street. Work will span from the Spaulding Turnpike Exit 8 ramp to Central Avenue, approximately 4,300 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.

A new web page dedicated to the project is now online. This resource includes updated information about construction work, neighborhood meetings, important documents, and other related media. In addition, residents can sign up via email for a newsletter with updates about the project.

The web page will be updated throughout the construction process. <http://www.dover.nh.gov/government/city-operations/community-services/silver-street-reconstruction/index>



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 bordered by Washington Street, Fisher Street, Locust Street and Woodman Park School. The project is expected to be completed in the fall. Neighborhood meetings were held on April 23rd and June 2nd to discuss the draft regulations with residents of the area. Staff received good feedback at both meetings with input on the zoning boundaries, as well as dimensional regulations (height, setbacks etc), and basic use requirements. A follow up meeting was held on July 16th at Woodman Park School to discuss proposed architectural design standards for new construction.

The meeting was well attended and included discussion relative to finalizing the architectural review process. The project information can be found at <http://www.dover.nh.gov/government/city-operations/planning/special-projects/heritage-residential-district/index.html>

The Downtown Vehicular and Pedestrian Access Study continued in July, with work being completed by the consultant on finalizing components of the preferred alternative. The Cecil Group, and RSG are reviewing and finalizing suggestions for lane striping, landscape, and hardscape improvements for the major intersections in downtown Dover. Staff will continue to work with the Cecil group on options to present to the TAC and Planning Board.

The Department of Planning and Community Development coordinated the closing for 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 update deeds and coordinate other documents necessary for the City to close on the property. The closing took place July 17th. On July 18th staff oversaw the removal of potentially contaminated soils. This work is eligible for reimbursement by the NH Department of Environmental Services, and staff is working with the Finance Department to coordinate proper documentation and will follow up with the State.

The Department of Planning and Community Development has been assisting the Police Department with the development of the Police Facility/Parking Garage. In July Planning staff worked with the Police Department and City Manager to negotiate a Purchase and Sales agreement for the purchase of 4000 + square feet of land on Washington Street. Additionally, Planning Staff review the plans submitted for Site Plan review and facilitated the Planning Board review of the site plan, lot line adjustment plan and subdivision plan for the project.

Work on the 2016-2021 Capital Improvement's Program continued in July. Planning staff reviewed project request forms in preliminary form with departments. The Director of Planning and Community Development met with the School Administrative staff and the Joint Building Committee for the CTC/High School to review the High School/CTC submission to update past numbers. The Planning Board and Council will review the CIP beginning in October.

In 2009, the City of Dover, NH and Johnson Controls, Inc. entered into a performance contract to lessen the energy and energy related costs realized by the City of Dover. This was accomplished by implementing specific Facility Improvement Measures (FIMs).

The annual report for the 2nd year savings was received from JCI in July, 2014. Savings realized by the project during Guarantee Year 2 totals 840,223 kWh & 1,809 kW (\$107,933), 11,443 MMBTU's (\$153,627) and 1,181 kGals of water/ sewer savings (\$13,437). Operation and maintenance (O&M) savings and capital cost avoidance stipulated in the performance contract totals \$48,067. FIM 11 Icemax costs are \$1,644 over this 12 month period where used. This equates to emissions reductions of 934 Tons of CO₂. This is equal to the emissions of 171 passenger vehicles, or the emissions from energy usage at 82 homes in a year.

The Director of Planning and Community Development and the department's MPA Fellow worked to develop a framework for the administration of the City's Downtown Dover TIF. This work included creating drafting a press release to recruit members to the Advisory Board, developing educational materials and developing financial reports.

Planning Board:

- Approved a Minor Lot Line Adjustment for the City of Dover and One Twenty Five Washington Street, Inc., Assessor's Map 2, Lots 83 and 53, zoned CBD-G, located at 125 Washington Street, Chestnut Street and Orchard Street
- Approved a Minor Subdivision for the City of Dover, Assessor's Map 2, Lot 83, zoned CBD-G, located at Orchard Street parking lot. This created 2 lots, plus a right of way out of 1 existing lot
- Approved a Site Plan Review for the City of Dover, Assessor's Map 2, Lot 83, zoned CBD-G, located at Orchard Street parking lot. Proposed 54,688 sq. ft. police station and parking garage with 304 interior parking spaces and 83 surface parking spaces)
- Approved a Minor Lot Line Adjustment for Changing Places, LLC (Owners: Cammar Properties III, LLC, and Bellamy Management Corp.) Assessor's Map 24, Lots 103 and 104A, zoned CBD-G, located at 26 School Street and 1-3 Mechanic Street.
- Continued a review of a Minor Subdivision and Transfer of Development Rights Sketch Plan for Mark Phillips & The Storage Barn, LLC, (Owner: Diane & Jeff Weeden & The Storage Barn, LLC), Assessor's Map D, Lots 15 & 16, zoned B-4, located at 385 & 387 Sixth Street. This would subdivide 2 existing lots into 3 lots
A site walk was scheduled and held July 29th
- Tabled consideration of a Conditional Use Permit for Adam, Jade and Cheryl Fogg, Assessor's Map L, Lot 13, zoned R-20, located at 25 Nute Road. Replace existing house & garage with new house & garage in a single structure. Total permanent impact to Conservation District is 3,900 sq. ft.
- Tabled consideration of a Conditional Use Permit for reduced parking per Chapter 170-44-I for International Cars Limited, (Owners: M & E Jespersen Realty, LLC & Mario & Janet Dimambro), Assessor's Map K, Lots 40, 40A, 40C & Assessor's Map 17, Lot 15, zoned B-3 & R-12, located at 5 Dover Point Road & 4 Elliot Park. A site walk was scheduled for August 5, 2014.
- Tabled consideration of a Site Plan for International Cars Limited, (Owners: M & E Jespersen Realty, LLC & Mario & Janet Dimambro), Assessor's Map K, Lots 40, 40A, 40C & Assessor's Map 17, Lot 15, zoned B-3 & R-12, located at 5 Dover Point Road & 4 Elliot Park. Demolish existing building and construct new 46,483 sq. ft. building with 308 parking spaces. A site walk was scheduled for August 5, 2014.

Zoning Board:

- Approved a dimensional variance for Calvin & Marta Cole, (Property Owner: Cole Family Revocable Trust), 36 Hillcrest Drive (Tax Map 35, Lot 56-L), located in the Medium Density Residential (R-12) District. The variance is from Section 170-12.A of the Zoning Ordinance to permit the construction of a bulkhead within 17 feet of the front lot line where a minimum setback of 25 feet is required.

The Housing Standards Board

- Did not meet

Energy Commission

- Met to discuss:
 - State Energy Strategy Public Meetings
 - Energy Commission Comments on Draft State Energy Strategy
 - Review Draft Letter to NH Office of Energy and Planning
 - Presentation to City Council at August 6th meeting
 - Solar Power Purchase Agreement project
 - Energy Commission Goal Setting

Transportation Advisory Commission

- Took no action on a citizen request regarding a sign for the Dover Transportation Center
- Endorsed the Silver Street reconstruction project Traffic detour plan
- Did not endorse a Citizen request for a School zone speed limit posting on Silver Street
- Was updated on the Downtown Access and Streetscape Study
- Reviewed a status report on TAC recommendations

Conservation Commission

- Endorsed a City of Dover Conditional Use Permit for Paul Delisle, Assessor's Map 8, Lot 17, zoned R-20, located at 20 Leighton Road. Proposal is to add approximately 200 sq. ft. of additional porch to an existing house, within the Conservation District adjacent to the tidal Bellamy River.
- Tabled a request for a NHDES Wetlands Permit and City of Dover Conditional Use Permit for Adam, Jade and Cheryl Fogg, Assessor's Map L, Lot 13, zoned R-20, located at 25 Nute Road. Proposal is to replace an existing house and garage with a new house and garage in a single structure, within the Conservation District adjacent to the tidal Bellamy River. The total permanent impact is 3,900 square feet.
- Tabled a request for Approval of a Forest Management Plan for Timber Harvest on Conservation Easement Lots – Tender Crop Farms, Dover Point Road, Assessor's Map L, Lot 1; Map M, Lots 52, 53-A, and 54. Conservation easement (98.8 acres) obtained in 2006 and 2007, held by City of Dover Conservation Commission, Strafford Rivers Conservancy and NH Department of Transportation.
- Endorsed a City of Dover Conditional Use Permit for Aimee & Jeremy Dion, Assessor's Map 40, Lot 12, zoned R-12, located at 3 Earle Street. Proposal is to construct a 482 sq. ft. addition to a house that would be no closer than 50 feet to Willand Pond, in the Conservation District.
- Endorsed a NHDES Wetlands Permit Amendment for Summit Land Development, Assessor's Map K, Lot 19, zoned ETP, located at Thornwood Lane. Proposed amendment to Wetland Permit #2007-00288 to modify design of 2 stream culverts to allow for wildlife and aquatic life passage and reduce wetland impacts by 1,763 sq. ft.
- Endorsed a NHDES Wetlands Permit Amendment for John Fritz, Assessor's Map 7, Lot 13-B, zoned R-20, located at 33A Boston Harbor Rd. Proposed amendment to Wetland Permit #2010-03458 to change the location of the dock ten feet to the south and reduce the impact area in Little Bay from 360 sq. ft. to 320 sq. ft.
- Endorsed a NHDES Wetlands Permit and City of Dover Conditional Use Permit for the City of Dover, Assessor's Map I, Lot 2-G, zoned RM-SU, located at 50 Garrison Road. Proposal is to fill and stabilize three washed out ravines adjacent to the Garrison School play field. The total permanent impact to wetlands is 1,620 sq. ft.
- Endorsed NHDES Wetlands Permit and City of Dover Conditional Use Permit for the John S. Lomastro, Assessor's Map L, Lot 43, zoned R-20, located at 163 Spur Rd. Proposal includes the addition of a permeable patio and associated retaining wall, permeable walkway, infiltration steps and landscaping. The total permanent impact to the Conservation District adjacent to the Bellamy River is 1,026 sq. ft., with 1,920 sq. ft. of temporary impact for construction access.
- Considered a proposed conversion from Class VI Road to Class A Trail per RSA 231-A – Discussion of Conservation Commission being assigned management responsibility.



Did you know that the City of Dover Indoor Pool was the first public indoor pool in Dover?

It was opened in 1968.