



**CITY OF DOVER**

## CITY COUNCIL – AGENDA

**REVISED**

Meeting Type: Regular Meeting  
Meeting Location: City Hall, Council Chambers  
Meeting Date: Wednesday, October 22, 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. **ADOPTION OF FY2016-2021 CAPITAL IMPROVEMENTS PROGRAM  
(CITY COUNCIL VOTE WILL OCCUR ON NOVEMBER 12, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**
  - B. **APPROPRIATION FOR FY2016 CAPITAL IMPROVEMENTS PROGRAM –  
NON-DEBT FINANCED PROJECTS  
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)  
(CITY COUNCIL VOTE WILL OCCUR ON NOVEMBER 12, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**
  - C. **APPROPRIATION FOR FY2016 CAPITAL IMPROVEMENTS PROGRAM AND  
AUTHORIZATION FOR BONDING  
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)  
(CITY COUNCIL VOTE WILL OCCUR ON NOVEMBER 12, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**
8. CITIZEN'S FORUM

*Citizens are invited to speak on any issue pertaining to the business of the City of Dover.  
Statements shall be limited to five minutes.*
9. CITY MANAGER'S REPORT
10. APPROVAL OF MINUTES
  - A. **October 1, 2014 – Workshop Session (Joint meeting with the Planning Board)  
(Planning Board approved minutes on October 14, 2014)**
  - B. **October 8, 2014 – Regular Meeting**
11. MAYOR'S REPORT



**CITY OF DOVER**

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Meeting Date: **Wednesday, October 22, 2014**  
Meeting Time: **7:00 pm**

### 12. UNFINISHED BUSINESS

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

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

#### **C. RESOLUTIONS**

**1. ADVANCED REFUNDING FOR CITY OF DOVER JUNE 15, 2005 GENERAL OBLIGATION BONDS AND AUTHORIZATION TO ISSUE REFUNDING BONDS (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)  
SPONSORED BY MAYOR WESTON BY REQUEST**

**2. AUTHORIZATION FOR PARTICIPATION IN STATE OF NEW HAMPSHIRE DRINKING WATER STATE REVOLVING LOAN FUND FOR WILLAND POND WATER MAIN IMPROVEMENT FY2014 CIP PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)  
SPONSORED BY MAYOR WESTON BY REQUEST**

### 13. NEW BUSINESS

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

**1. RAFFLE –Cochecho Country Club**

**2. RESOLUTION: AWARD OF REPAIR SERVICES FOR SMEAL QUINT BY NEW ENGLAND FIRE EQUIPMENT & APPARATUS CORPORATION  
SPONSORED BY MAYOR WESTON BY REQUEST**

### **COMMITTEE REPORTS**

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



**CITY OF DOVER**

## CITY COUNCIL – AGENDA

**REVISED**

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Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 22, 2014**  
Meeting Time: **7:00 pm**

### **B. RESOLUTIONS**

- 1. APPROVAL OF GREAT BAY ROWING AND UNIVERSITY OF NEW HAMPSHIRE LEASES – BUTLER BUILDING**  
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. DOVER MAIN STREET LICENSE AGREEMENT**  
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. GUNDALOW CAPTAIN ADAMS DONATION**  
SPONSORED BY COUNCILOR O'CONNOR

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

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

- A. Letter from xfinity, dated October 10, 2014.**
- B. Letter from xfinity, dated October 13, 2014.**

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

#### **16. ADJOURNMENT**



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2014.10.08 – 102**

Resolution Re: Adoption of FY2016-2021 Capital Improvements Program

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$25,000 or more and useful life of three years or greater; and that

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

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

The Proposed Capital Improvements Program for Fiscal Year 2016-2021 reflected in the attached document is hereby adopted.

**NOTE: This resolution requires a duly advertised public hearing.**

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

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

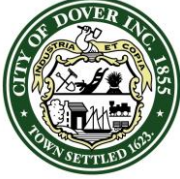
Resolution Number: **R – 2014.10.08 – 102**  
Resolution Re: Adoption of FY2016-2021 Capital Improvements Program

### DOCUMENT HISTORY:

First Reading Date: 10/08/2014	Public Hearing Date: 10/22/2014
Approved Date:	Effective Date:

### DOCUMENT ACTIONS:

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2014.10.08 – 102**

Resolution Re: Adoption of FY2016-2021 Capital Improvements Program

### **RESOLUTION BACKGROUND MATERIAL:**

This resolution establishes the attached FY2016 through FY2021 Capital Improvements Program.

This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure and capital assets over the course of the next six years and does NOT authorize funding for projects or authorize bonding.

The FY2016 – FY2021 CIP projects and their anticipated schedule for funding are reflected in the attached document.

## Capital Improvements Program - FY2016-2021

### All Projects

BOLD = New Project

\* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2016	2017	2018	2019	2020	2021	Total	Finance Method
<b>GENERAL GOVERNMENT</b>								
Transfer to Capital Reserve - Infrastructure & Equip	575,000	575,000	575,000	575,000	575,000	575,000	3,450,000	OB
Citywide Building Transformer Replacement	50,000	50,000	50,000				150,000	OB
Cemetery Improvements		550,000					550,000	DF
Chapel Restoration		200,000					200,000	OB
<b>City Hall Structural/Safety Improvements</b>		250,000		250,000		250,000	750,000	DF
<b>City Hall Boiler Replacement</b>						120,000	120,000	RF
TOTAL GENERAL GOVT.	625,000	1,625,000	625,000	825,000	575,000	945,000	5,220,000	
<b>POLICE</b>								
Police Cruiser Replacement Program	126,000	126,000	126,000	126,000	126,000	126,000	756,000	RF
TOTAL POLICE	126,000	126,000	126,000	126,000	126,000	126,000	756,000	
<b>FIRE &amp; RESCUE</b>								
Cardiac Monitor & Defibrillators Replacement	120,000						120,000	RF
Staff Vehicle Replacement	47,500						47,500	RF
<i>Ambulance Replacement</i>		185,000				185,000	370,000	RF
Command Vehicle Replacement		50,000					50,000	RF
<i>Replacement of South End Paving</i>		56,232					56,232	RF
<i>Central Station Improvements</i>			110,000				110,000	RF
Fire Quint/Pumper Replacement				600,000			600,000	RF
North End Station Traffic Light Improvements				85,000			85,000	RF
Air Compressor for Filling SCBA bottles					65,000		65,000	RF
Heating Plant South End Station					45,000		45,000	RF
TOTAL FIRE & RESCUE	167,500	291,232	110,000	685,000	110,000	185,000	1,548,732	
<b>COMMUNITY SERVICES - PUBLIC WORKS</b>								
PW Heavy Equipment	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	RF
General Streets Improvements	1,800,000	1,864,800	1,931,933	2,001,482	2,073,536	2,148,183	11,819,934	OB
General Sidewalk Improvements	100,000	100,000	100,000	100,000	100,000	100,000	600,000	OB
Bridge Improvements	100,000	100,000	100,000	100,000	100,000	100,000	600,000	OB
Drainage System Improvements	150,000	150,000	150,000	150,000	150,000	150,000	900,000	OB
TIP - Traffic Calming Improvements	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Traffic Signal Upgrades	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
<u>Intersection Reconstruction - Sixth/Venture</u>	50,000		200,000				250,000	DF
Street Reconstruction - Bellamy Road	50,000		200,000				250,000	DF
Street Reconstruction - Broadway RR Culvert	2,000,000						2,000,000	DF
Street Reconstruction - Floral Avenue & Brick Street*	50,000		200,000				250,000	DF
<u>Street Reconstruction - Keating/Birchwood</u>	100,000		900,000				1,000,000	DF
Street Reconstruction - Nelson Street*	425,000						425,000	DF
<u>Street Reconstruction - Richardson Drive*</u>	50,000	500,000					550,000	DF
TIP - Replace Oak Street Railroad Bridge	351,000	2,433,000					2,784,000	RF/GR
EMS Computer Software Upgrade		25,000					25,000	OB
Street Reconstruction - Atlantic Avenue		1,500,000					1,500,000	DF
Street Reconstruction - Piscataqua/Rabbit Road*		200,000		1,500,000			1,700,000	DF
Downtown Traffic Efficiency Improvements			750,000				750,000	DF
Sidewalk - Upper Whittier Street			25,000		250,000		275,000	DF
Street Reconstruction - Oak/Ham/Ela/Broadway*			287,000	600,000	1,613,000		2,500,000	DF
Street Reconstruction - Roberts Road*			555,000				555,000	DF
<u>Bridge Replacement - County Farm</u>				250,000			250,000	DF
Bridge Replacement - Route 108				250,000			250,000	DF
Street Reconstruction - Elm/Summer/Belknap				200,000		2,000,000	2,200,000	DF
Street Reconstruction - Silver Street*					500,000	500,000	1,000,000	DF
Street Reconstruction - Spur Road*					500,000		500,000	DF
Tuttle Square Traffic Improvements					150,000		150,000	DF
<b>Central Avenue Drainage Work*</b>						75,000	75,000	DF
TOTAL COMM SERV - PW	5,576,000	7,222,800	5,748,933	5,501,482	5,786,536	5,423,183	35,258,934	
<b>CULTURE &amp; RECREATION</b>								
Transfer to Capital Reserve - Park/Playground Imprv.	112,500	112,500	112,500	112,500	112,500	112,500	675,000	OB
<u>Park Infrastructure Replace/Maintenance</u>	100,000		100,000		100,000		300,000	RF
Park Improvements - Amanda Howard		130,000					130,000	RF
<b>Park Improvements - Garrison Hill Park</b>			190,000				190,000	RF
<u>Park Improvements - Maglaras Park</u>			300,000	200,000	200,000	200,000	900,000	DF
Henry Law Park Riverwalk Improvements				112,500			112,500	RF
<u>Indoor Pool Lighting</u>						210,000	210,000	RF
TOTAL CULTURE & RECREATION	212,500	242,500	702,500	425,000	412,500	522,500	2,517,500	
<b>PUBLIC LIBRARY</b>								
<i>Library Books and Collections</i>	125,689	127,724	129,799	131,916	134,075	136,277	785,480	OB
<i>Air Conditioning System</i>		124,000					124,000	OB
TOTAL PUBLIC LIBRARY	125,689	251,724	129,799	131,916	134,075	136,277	909,480	
<b>TOTAL CITY DEPARTMENTS</b>	6,832,689	9,759,256	7,442,232	7,694,398	7,144,111	7,337,960	46,210,646	

## Capital Improvements Program - FY2016-2021

### All Projects

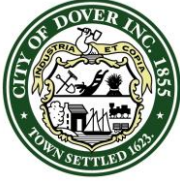
BOLD = New Project

\* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2016	2017	2018	2019	2020	2021	Total	Finance Method
<b>EDUCATION</b>								
Transfer to Capital Reserve - Curriculum	25,000	35,000	35,000	35,000	35,000	35,000	200,000	OB
Transfer to Capital Reserve - Facilities	25,000	35,000	35,000	35,000	35,000	35,000	200,000	OB
Transfer to Capital Reserve - Info. Technology	25,000	35,000	35,000	35,000	35,000	35,000	200,000	OB
Curriculum Replacement and Upgrade	50,000	50,000	50,000	50,000	50,000	50,000	300,000	RF/OB
Facilities/School Maintenance and Repairs	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
Information Technology Replacement & Upgrade	50,000	50,000	50,000	50,000	50,000	50,000	300,000	RF
High School & Dunaway Field Improvements	16,000,000	16,000,000	18,000,000				50,000,000	DF
Regional Career Tech Improvements	10,700,000	7,300,000					18,000,000	DF/GR
Garrison Elementary School Improvements		3,300,000	3,600,000				6,900,000	DF
Middle School - Roof Replacement				520,500			520,500	DF
<b>TOTAL EDUCATION</b>	<b>26,950,000</b>	<b>26,880,000</b>	<b>21,880,000</b>	<b>800,500</b>	<b>280,000</b>	<b>280,000</b>	<b>77,070,500</b>	
<b>TOTAL GENERAL FUND</b>	<b>33,782,689</b>	<b>36,639,256</b>	<b>29,322,232</b>	<b>8,494,898</b>	<b>7,424,111</b>	<b>7,617,960</b>	<b>123,281,146</b>	
<b>SPECIAL REVENUE FUNDS</b>								
SAU Cafeteria Maintenance/Repair/Upgrade	40,000	40,000	40,000	40,000	40,000	40,000	240,000	OB
Downtown Snow Removal - Parking Bureau	30,000						30,000	OB
SAU Light Vehicle Replacement	50,000	30,000		25,000		25,000	130,000	OB
Parking Deck - Third Street		3,300,000					3,300,000	DF
Cochecho Riverfront Bank Stabilization			1,500,000				1,500,000	DF
Cochecho Riverfront Park Development				500,000	1,600,000		2,100,000	DF
McConnell Center Trim Repairs/Painting					120,000		120,000	OB
Street Extension - Washington Street					150,000	1,000,000	1,150,000	DF
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>120,000</b>	<b>3,370,000</b>	<b>1,540,000</b>	<b>565,000</b>	<b>1,910,000</b>	<b>1,065,000</b>	<b>8,570,000</b>	
<b>COMMUNITY SERVICES - WATER FUND</b>								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Water Light Vehicle Replacement*	12,500	12,500	12,500	12,500	12,500	12,500	75,000	OB
Water Main Replacement - City Wide	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Water Meter Replacement	100,000	100,000	100,000	100,000	100,000	100,000	600,000	OB
Water Treatment Plant & Well Equipment	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
<u>Water Main Replacement - Keating/Birchwood*</u>	50,000	500,000					550,000	DF
Water Main Replacement - Nelson Street*	200,000						200,000	RF
Water Main Replacement - Union Street	150,000						150,000	RF
Water Main Replacement - Main St/Washington St		100,000			1,000,000		1,100,000	DF
Water Main Replacement - Piscataqua/Drew Rds*		300,000	1,000,000	900,000			2,200,000	DF
Water Main Replacement - Richardson Drive		40,000					40,000	RF
Water Main Replacement - Tanglewood Drive*		50,000					50,000	RF
<b>Water Main Replacement - Elm Street Area*</b>				100,000		725,000	825,000	DF
Water Main Replacement - Oak/Broadway Area*					1,250,000		1,250,000	DF
Water Main Replacement - Spur Road*					100,000		100,000	RF
<b>Water Main Replacement - Central Avenue - Lower*</b>						100,000	100,000	DF
<b>Water Main Replacement - Central Avenue - Upper*</b>						75,000	75,000	DF
<b>Water Main Replacement - Littleworth Road</b>						100,000	100,000	DF
<b>TOTAL WATER FUND</b>	<b>1,402,500</b>	<b>1,992,500</b>	<b>2,002,500</b>	<b>2,002,500</b>	<b>3,352,500</b>	<b>2,002,500</b>	<b>12,755,000</b>	
<b>COMMUNITY SERVICES - SEWER FUND</b>								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Inflow/Infiltration Study/Mitigation	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	RF
Pump Station Equipment Replace-Maint.	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
Sewer Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Sewer Light Vehicle Replacement*	12,500	12,500	12,500	12,500	12,500	12,500	75,000	OB
Sewer Main Replacements - City Wide	150,000	150,000	150,000	150,000	150,000	150,000	900,000	RF
Pump Station Replacement - Leighton Way	350,000						350,000	DF
Pump Station Upgrade - Varney Brook	100,000		1,000,000				1,100,000	DF
Sewer Main - Nelson Street*	150,000						150,000	RF
<b>Sewer Main - Richardson Drive*</b>	50,000	500,000					550,000	DF
Sewer Main Replacement - Floral Avenue/High Ridge*	75,000		750,000				825,000	DF
<u>Sewer Main Replacement - Keating/Birchwood*</u>	50,000		1,000,000				1,050,000	DF
Sewer Main Replacement - Oak/Broadway Area*			750,000				750,000	DF
Pump Station Upgrade - Piscataqua				150,000			150,000	RF
<b>Sewer Inspection Camera</b>						50,000	50,000	OB
<b>TOTAL SEWER FUND</b>	<b>1,852,500</b>	<b>1,577,500</b>	<b>4,577,500</b>	<b>1,227,500</b>	<b>1,077,500</b>	<b>1,127,500</b>	<b>11,440,000</b>	
<b>TOTAL OTHER FUNDS</b>	<b>3,255,000</b>	<b>3,570,000</b>	<b>6,580,000</b>	<b>3,230,000</b>	<b>4,430,000</b>	<b>3,130,000</b>	<b>24,195,000</b>	
<b>TOTAL ALL PROJECTS</b>	<b>37,157,689</b>	<b>43,579,256</b>	<b>37,442,232</b>	<b>12,289,898</b>	<b>13,764,111</b>	<b>11,812,960</b>	<b>156,046,146</b>	



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 7.B.  
Public Hearing Only

Resolution Number: **R – 2014.10.08 – 103**  
Resolution Re: **Appropriation For FY2016 Capital Improvements Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:  
The following capital outlays are appropriated as part of the FY16 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	Police Vehicle Replacement	\$126,000	General Fund Capital Reserve	Trust
2	Cardiac Monitor & Defibrillators Replacement	120,000	General Fund Capital Reserve	Trust
3	Fire & Rescue Staff Vehicle Replacement	47,500	General Fund Capital Reserve	Trust
4	Public Works Heavy Equipment	200,000	General Fund Capital Reserve	Trust
5	TIP - Traffic Calming Improvements	75,000	Transportation Reserve	Trust
6	TIP - Replace Oak Street Railroad Bridge	35,100	Transportation Reserve	Trust
7	Park Infrastructure Replace/Maintenance	77,500	Park Improvements Reserve	Trust
8	Park Infrastructure Replace/Maintenance	22,500	Park Improvements Reserve	Trust
9	School Curriculum and Upgrade	25,000	School Curriculum Reserve	Trust
10	School Information Tech. Replacement	50,000	School Technology Reserve	Trust
11	Water Exploration	100,000	Water Fund Capital Reserve	Trust
12	Water Heavy Equipment Replacement	40,000	Water Fund Capital Reserve	Trust
13	Water Main Replacement - City Wide	75,000	Water Fund Capital Reserve	Trust
14	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
15	Water Main Replacement Nelson Street	200,000	Water Fund Capital Reserve	Trust
16	Water Main Replacement Union Street	150,000	Water Fund Capital Reserve	Trust
17	Inflow/Infiltration Mitigation	300,000	Sewer Fund Capital Reserve	Trust
18	Sewer Heavy Equipment Replacement	40,000	Sewer Fund Capital Reserve	Trust
19	Sewer Main Replacements - City Wide	150,000	Sewer Fund Capital Reserve	Trust
20	Sewer Main - Nelson Street	150,000	Sewer Fund Capital Reserve	Trust
	Total	<u>\$2,083,600</u>		

**Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.**

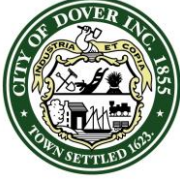
### AUTHORIZATION

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#: 7.B.  
Public Hearing Only

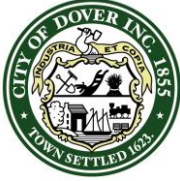
Resolution Number: **R – 2014.10.08 – 103**  
Resolution Re: **Appropriation For FY2016 Capital Improvements  
Program – Non-Debt Financed Projects**

### DOCUMENT HISTORY:

First Reading Date: 10/08/2014	Public Hearing Date: 10/22/2014
Approved Date:	Effective Date:

### DOCUMENT ACTIONS:

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 7.B.  
Public Hearing Only

Resolution Number: **R – 2014.10.08 – 103**  
Resolution Re: **Appropriation For FY2016 Capital Improvements Program – Non-Debt Financed Projects**

### RESOLUTION BACKGROUND MATERIAL:

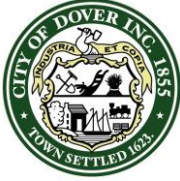
This resolution appropriates reserve trust funds and special revenue funds to finance a portion of the FY16 Capital Improvements Program. In addition, it authorizes the transfer of Reserve Trust Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2015:

Description	Proposed Appropriation	Balance 6/30/2015
<b>Trust Reserve Funds CIP</b>		
General Fund Capital Reserve *	493,500	342,679
Transportation Improvements	110,100	272,080
Parks Improvements Reserve **	77,500	30,349
Recreation Facilities Reserve	22,500	248,882
School Curriculum Reserve	25,000	125,014
School Technology Reserve	50,000	100,010
Water Fund Capital Reserve	665,000	3,015,556
Sewer Fund Capital Reserve	<u>\$640,000</u>	650,303
Total	2,083,600	

\* The General Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$575,000 into the reserve is proposed in the CIP FY 2016-2021 to be budgeted during FY2016 as part of the City's Operating Budget.

\*\* The Parks Improvements Capital Reserve will have sufficient funds for the appropriation as a transfer from the Recreation Field Construction (Sand & Gravel) Fund of \$112,500 into the reserve is proposed in the CIP FY 2016-2021 to be budgeted during FY2016.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 7.C.  
Public Hearing Only

Resolution Number: **R – 2014.10.08 – 104**  
Resolution Re: **Appropriation For FY2016 Capital Improvements Program and Authorization for Bonding**

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:  
The following capital projects are appropriated with estimated useful lives in excess of the length indicated:

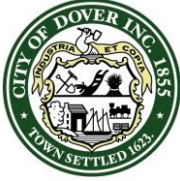
Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Intersection Reconstruction - Sixth/Venture Dr	250,000	20	Comm Serv - PW	General
2	Street Reconstruction - Bellamy Road	250,000	20	Comm Serv - PW	General
3	Street Reconstruction - Broadway RR Culvert	2,000,000	20	Comm Serv - PW	General
4	Street Reconstruction - Floral Ave. & Brick St.	250,000	20	Comm Serv - PW	General
5	Street Reconstruction - Keating/Birchwood	1,000,000	20	Comm Serv - PW	General
6	Street Reconstruction - Nelson Street	425,000	20	Comm Serv - PW	General
7	Street Reconstruction - Richardson Drive	550,000	20	Comm Serv - PW	General
8	High School & Dunaway Field Improvements	50,000,000	20	Education	General
9	Regional Career Tech Improvements	7,300,000	20	Education	General
10	Water Main Replacement - Keating/Birchwood	550,000	15	CS - Water	Water
11	Pump Station Replacement - Leighton Way	350,000	20	CS - Sewer	Sewer
12	Pump Station Upgrade - Varney Brook	1,100,000	20	CS - Sewer	Sewer
13	Sewer Main Richardson Drive	550,000	15	CS - Sewer	Sewer
14	Sewer Main Floral Ave/High Ridge	825,000	15	CS - Sewer	Sewer
15	Sewer Main Keating/Birchwood	1,050,000	15	CS - Sewer	Sewer
Total		<u>\$66,450,000</u>			

AND FURTHER BE IT RESOLVED THAT:

To meet the appropriations of this resolution there is authorized, under and pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation bonds of the City of Dover in a principal amount equal to the total of the appropriations. The full faith and credit of the City is hereby pledged for the principal and interest on said bonds. The bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the Finance Director and City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the bonds.

AND FURTHER BE IT RESOLVED THAT:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover is hereby authorized to participate in the NH Clean Water State Revolving Fund (CWSRF) Program for financing eligible Sewer Fund projects provided CWSRF funding is available; and the City of Dover is hereby authorized to participate in the NH Drinking Water State Revolving Fund (DWSRF) Program for financing the Water Fund projects provided DWSRF funding is available. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH CWSRF and DWSRF Programs and obtain loans through the program for the two identified projects.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 7.C.  
Public Hearing Only

Resolution Number: **R – 2014.10.08 – 104**  
Resolution Re: **Appropriation For FY2016 Capital Improvements  
Program and Authorization for Bonding**

**NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.**

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By Request

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

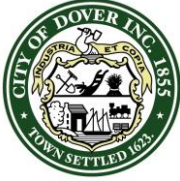
Recorded by: Karen Lavertu  
City Clerk

### DOCUMENT HISTORY:

First Reading Date: 10/08/2014	Public Hearing Date: 10/22/2014
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#: 7.C.  
Public Hearing Only

Resolution Number: **R – 2014.10.08 – 104**  
 Resolution Re: **Appropriation For FY2016 Capital Improvements Program and Authorization for Bonding**

**RESOLUTION BACKGROUND MATERIAL:**

This resolution makes appropriations for the projects of the FY2016 Capital Improvements Program financed by debt and authorizes the sale of bonds.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

**Debt Authorization versus Debt Retirement**

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

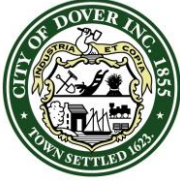
Description	City	School	Water	Sewer	Total
FY2016 Authorization	4,725,000	57,300,000	550,000	3,875,000	66,450,000
FY2016 Retirement	4,556,523	2,262,252	1,154,737	1,209,168	9,182,680
Net Change	168,477	55,037,748	(604,737)	2,665,832	57,267,320

**Legal Debt Limits**

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2014 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	DBIDA-IB	Exempt	Total
Debt Outstanding	45,694,305	21,809,216	12,358,176	0	0	30,452,099	110,313,796
Authorized - Unissued	5,712,004	900,000	4,416,367	2,450,000	0	12,298,001	25,776,372
Total Issued & Unissued	51,406,309	22,709,216	16,774,543	2,450,000	0	42,750,100	136,090,168
This Authorization	4,725,000	57,300,000	550,000	0	0	3,875,000	66,450,000
Grand Total	56,131,309	80,009,216	17,324,543	2,450,000	0	46,625,100	202,540,168
Legal Debt Limit	85,422,803	199,319,874	284,742,677	4,000,000	NA	NA	
Unused Capacity	29,291,494	119,310,658	267,418,134	1,550,000			
Percent Unused	34.3%	59.9%	93.9%	38.8%			

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.  
 DBIDA limits are set by special legislation.  
 IP = Industrial Park projects  
 IB = Industrial Building projects  
 Exempt includes Sewer, Special Revenue Funds, TIF District, and Tolend Road Landfill debt.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 7.C.  
Public Hearing Only

Resolution Number: **R – 2014.10.08 – 104**  
Resolution Re: **Appropriation For FY2016 Capital Improvements Program and Authorization for Bonding**

### Multi-Year Projects Proposed Bonding Schedule

The following table summarizes the bonding schedule for the proposed debt authorizations. This table shows that for multi-year projects the issuance of bonds will be done based on cash flow requirements per the projects' proposed segments as presented in the Capital Improvements Program.

Item #	Description	Proposed Appropriations	FY2016	FY2017	FY2018
1	Intersection Reconstruction - Sixth/Venture Dr	250,000	50,000		200,000
2	Street Reconstruction - Bellamy Road	250,000	50,000		200,000
3	Street Reconstruction - Broadway RR Culvert	2,000,000	2,000,000		
4	Street Reconstruction - Floral Ave. & Brick St.	250,000	50,000		200,000
5	Street Reconstruction - Keating/Birchwood	1,000,000	100,000		900,000
6	Street Reconstruction - Nelson Street	425,000	425,000		
7	Street Reconstruction - Richardson Drive	550,000	50,000	500,000	
8	High School & Dunaway Field Improvements	50,000,000	16,000,000	16,000,000	18,000,000
9	Regional Career Tech Improvements	7,300,000		7,300,000	
10	Water Main Replacement - Keating/Birchwood	550,000	50,000	500,000	
11	Pump Station Replacement - Leighton Way	350,000	350,000		
12	Pump Station Upgrade - Varney Brook	1,100,000	100,000		1,000,000
13	Sewer Main Richardson Drive	550,000	50,000	500,000	
14	Sewer Main Floral Ave/High Ridge	825,000	75,000		750,000
15	Sewer Main Keating/Birchwood	1,050,000	50,000		1,000,000
Total		66,450,000	19,400,000	24,800,000	22,250,000

### Financial Policy Considerations

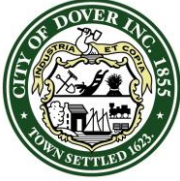
The proposed debt authorizations contained in this resolution will result in two of the City Council adopted Financial Policies not being adhered to:

- A. School District debt shall not exceed 28% of the State of NH legal limit.
- B. General Fund debt service for any given fiscal year shall not exceed 10% of the total appropriations of the General Fund.

School District debt is projected to be over the 28% policy limit starting in FY2016 and continuing through FY2020. The debt service for the proposed Dover High School project is projected to increase General Fund debt service in excess of 10% of total General Fund appropriations starting in FY2016 and continuing through FY2022.

### Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to the projects proposed to be bonded in FY16. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 7.C.  
Public Hearing Only

Resolution Number: **R – 2014.10.08 – 104**  
 Resolution Re: **Appropriation For FY2016 Capital Improvements Program and Authorization for Bonding**

**CIP Only**

**Net Change in Property Tax Rates**

	2016	2017	2018
City	0.10	0.11	0.11
School	0.67	0.88	0.53
<b>Total Change</b>	<b>0.77</b>	<b>0.99</b>	<b>0.64</b>
<b>Est Tax Rate</b>	<b>27.50</b>	<b>28.49</b>	<b>29.13</b>
% Change City	0.96%	1.05%	1.05%
% Change School	6.22%	7.69%	4.55%
<b>% Change Total</b>	<b>2.88%</b>	<b>3.60%</b>	<b>2.31%</b>

**CIP Only**

**Net Change in Utility Rates**

	2016	2017	2018
Water	0.03	0.10	0.12
Sewer	0.07	0.14	0.33
<b>Total Change</b>	<b>0.10</b>	<b>0.24</b>	<b>0.45</b>
<b>Est Utility Rate</b>	<b>12.03</b>	<b>12.27</b>	<b>12.72</b>
% Change Water	0.64%	2.00%	2.37%
% Change Sewer	0.97%	1.92%	4.47%
<b>% Change Total</b>	<b>0.84%</b>	<b>2.00%</b>	<b>3.70%</b>

**Including Prior Year Authorizations**

**Net Change in Property Tax Rates**

	2016	2017	2018
City	0.16	(0.02)	0.01
School	0.61	0.81	0.49
<b>Total Change</b>	<b>0.77</b>	<b>0.79</b>	<b>0.50</b>
<b>Est Tax Rate</b>	<b>27.50</b>	<b>28.29</b>	<b>28.79</b>
% Change City	1.54%	-0.19%	0.10%
% Change School	5.66%	7.11%	4.23%
<b>% Change Total</b>	<b>2.88%</b>	<b>2.87%</b>	<b>1.82%</b>

**Including Prior Year Authorizations**

**Net Change in Utility Rates**

	2016	2017	2018
Water	(0.03)	0.04	0.44
Sewer	0.22	0.36	0.95
<b>Total Change</b>	<b>0.19</b>	<b>0.40</b>	<b>1.39</b>
<b>Est Utility Rate</b>	<b>12.12</b>	<b>12.52</b>	<b>13.91</b>
% Change Water	-0.60%	0.81%	8.80%
% Change Sewer	3.04%	4.83%	12.50%
<b>% Change Total</b>	<b>1.59%</b>	<b>3.30%</b>	<b>11.27%</b>

Rate per \$1,000 of Assessed Value

Rate per 100 Cubic Feet of Water Consumption

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY15 assessed value at \$263,220 with 75 HCF of average water usage.

**Impact to Average Single Family Home**

Description	Yr1	Yr2	Yr3	Change After 3 Years
<b>CIP Only</b>				
Property Tax	203	261	168	632
Water Fees	2	8	9	19
Sewer Fees	5	11	25	41
<b>Total Avg SFH Impact</b>	<b>210</b>	<b>279</b>	<b>202</b>	<b>691</b>
<b>Including PY Authorizations</b>				
Property Tax	203	208	132	542
Water Fees	(2)	3	33	34
Sewer Fees	17	27	71	115
<b>Total Avg SFH Impact</b>	<b>217</b>	<b>238</b>	<b>236</b>	<b>691</b>



# City Manager's Report

City of Dover, New Hampshire

October 22, 2014

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

	Records Billed	Meter Rent	Total Water Service Billed	Total Sewer Service Billed	Other Service Billed
Monthly Industrial Usage	741	\$2,305	\$153,954	\$214,492	\$840
2 <sup>nd</sup> Quarter Residential Usage	7,865	\$33,302	\$628,286	\$807,810	\$4,412

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

One thousand feet of water main and one fire hydrant have been replaced on Roger Street. Fifteen homes were tied into the new main with 1" services to the curb line. Trench patching will take place within the month of October. During the main installation, crews also installed two catch basins working 52 man hours to complete. One Working Foreman, two Maintenance Mechanics, two Heavy Equipment Operators, and three Truck Drivers replaced three gate valves on Roger Street and the adjoining Portland Avenue, working 92 hours to complete the project.



A call was received from a resident on Cushing Street with low water pressure. One Heavy Equipment Operator and two Truck Drivers responded with two dump trucks and one backhoe working 21 man hours unplugging a corporation.

Crews spent 4 man hours installing a new crash kit on a fire hydrant on Bellamy Road after being hit by a motor vehicle.

Crews were called out to three water leaks during September. One leak was on Sunset Drive and was discovered to be on the resident's side and was ultimately repaired by a private contractor. The second was at the New Meadows facility, one Heavy Equipment Operator and one Truck Driver responded working 2 hours to discover a leak on the 6" fire line. A private contractor was hired to complete the repair. The third leak was a split line before the meter on Morgan Way which was located by the Utilities Working Foreman. This repair was also completed by a private contractor.

**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

Two Maintenance Mechanics and one Heavy Equipment Operator utilized two dump trucks and one backhoe working a total of 23.5 man hours to cut off a 2 inch service line and install a new 1 inch service line at the Pine Hill Cemetery.

Utility Crews spent the month inspecting gate valves in preparation for the directional flushing program to begin in October. Valves are inspected by crews for proper operation to allow the flushing crews to turn the valves off and on during the flushing processes.

Crews also worked 27 man hours cleaning sewer mains, after a city hired contractor first grouted these sewer mains, on Lisa Beth Drive and Bellamy Road as part of the city's Inflow and Infiltration Program.

Water meter crews attended to 37 final readings, 8 stopped meters, 5 meter installs, and 5 water service turn ons. They also completed 32 back flow tests and quarterly water meter readings.

Three sewer back-ups were reported during the month of September. The Utilities Working Foreman responded after hours to Meridian Drive where sewer was backing up into the basement. The blockage was identified as being on the resident's side and repaired by a private contractor. The Working Foreman also responded to Morningside Drive where the homeowner's service line broke and needed to be repaired by a private contractor. The final sewer backup occurred at the Stafford County Complex. Wastewater was overflowing out of a manhole on the property. The blockage was discovered to be caused by a jammed grinder that is maintained by the complex's maintenance staff. County Farm Complex personnel was able to free up the grinder and bring flows back to normal.

The city's root control contractor treated 5,594 feet of 8 inch pipe and 937 feet of 12 inch pipe with root control. Root control is done on older mains to prevent blockages and potential sewer backups. The city implemented the sewer root control program in 1999 and lines that are treated will receive repeat treatment every three years.



# City Streets, Grounds, Facilities & Parks

Did you know the Conservation Commission was established by the City Council in 1973? With the encouragement of the Conservation Commission, the Planning Board prepared and adopted the following zoning ordinances designed to protect natural resources:

- ◆ Groundwater Protection Ordinance (1985)
- ◆ Conservation District Ordinance (1987)
- ◆ Wetlands Protection District Ordinance (1988)

Currently in Dover, there are 280 tracts of conservation land totaling more than 3,000 acres. Some of this land is owned by different governmental entities; some are owned privately. The chart below will show protection levels on these lands as well as access available.

Access on Protected Lands*				
Protection Level	Public Access Allowed	Public Access Not allowed	Public Access Restricted	Total
Permanent Conservation Land	1,154	767	605	2,526
Unofficial Conservation Land	141			141
Unprotected Water Supply Lands	54	313		367
Developed Public Lands	77			77
<b>Total</b>	<b>1,426</b>	<b>1,080</b>	<b>605</b>	<b>3,111</b>

\*All numbers are acres

The Conservation Commission currently has two alternate vacancies. If anyone would like to serve on this very important commission, they only need to complete a Public Body Member Application which can be obtained online or in the City Clerk Tax Collector's Office. Memberships are determined by the Appointments Committee. For more information on conservation land, visit the Open Space and Conservation Chapter of the Master Plan at <http://www.dover.nh.gov/government/city-operations/planning/master-plan/index.html> or the Conservation Commission web page at <http://www.dover.nh.gov/government/boards-and-commissions/conservation-commission/index.html>

## 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

In September, crews worked 2 hours installing a bike rack for The Childrens Museum of New Hampshire, which is pictured below.



Gov. Maggie Hassan recently signed two legislative bills into law that provide \$13.5 million for the Career Technical Center (CTC) at Dover High School. The funding is intended for renovation or reconstruction.

The two bills, HB 1350 and SB 335, were sponsored by state Sen. David Watters of Dover and state Rep. Kelleigh Murphy of Bedford.

Using a wood-crafted pen created by CTC students, Gov. Hassan signed the bills into law during a ceremony at the Career Technical Center on Friday, Aug. 29. The ceremony was attended by Watters, CTC faculty and students, and City officials, including Mayor Karen Weston, Deputy Mayor Robert Carrier, City Councilors Catherine Cheney and Anthony McManus, and School Board members Betsey Andrews Parker and Kathleen Morrison. Superintendent of Schools Elaine Arbour and City Manager J. Michael Joyal, Jr. also attended.



Watters announced earlier this year that Dover had an opportunity to receive the funding earlier than anticipated after Plymouth and Whitefield declined state funding. The state funding provides 75 percent of the total cost of the project.



Two Truck Drivers, one Maintenance Mechanic and one Heavy Equipment Operator worked 42.5 man hours, utilized two dump trucks, one mini excavator, one back hoe and two service trucks while prepping Jenness Street for pavement, as well as repairing sidewalks and loaming and seeding behind the new curbing. Crews also installed two double catch basins on Jenness Street. Three Truck Drivers, one Maintenance Mechanic and two Heavy Equipment Operators worked 58 man hours and used one mini excavator, one backhoe, two service trucks and one dump truck to complete the work.



Crews also repaired a catch basin and drainage on Whittier Street. One Maintenance Mechanic, four Truck Drivers, two Heavy Equipment Operators worked 61 man hours utilizing three dump trucks, one sewer jet truck, one back hoe and one service truck to complete the repairs. Crews also worked 10 hours repairing and applying 4 tons of asphalt to two catch basins on Grove Street. Another catch basin on Chestnut Street was installed taking 18 crew hours and 14 contractor hours. One Truck Driver utilizing a one ton dump truck worked 7 man hours assisting Utility crews and a city hired contractor to install catch basins on Roger Street.

The Facilities, Grounds and Cemeteries employees handled 4 service calls and 209 work orders in the month of September. Employees attended 2 full & 5 ash burials in Pine Hill Cemetery during this month.

The voting polls were set up for the September Primary. Crews worked approximately 102 man-hours to erect and break down the polls, which occurs each time there is an election.

One Maintenance Mechanic, one Heavy Equipment Operator and two Truck Drivers, worked 12.5 hours repairing a gravel shoulder and lawn on Hillcrest Drive.

Highway Crews worked 18 man hours and applied 5 tons of hot top to repair transitions into driveways on Locust Street.

Crews in the Highway Division worked 20 hours applying 64 tons of bank run gravel and leveling the areas around the storage facility on River Street where the UNH Boat Club stores their equipment. Crews assisted the Police Department for 30 man hours sweeping, removing weeds and grass from pavement, trimming tree branches and adding loam to the Locust Street parking lot.

A City hired crack sealing company worked 48 hours assisted by city crews for 37 hours sealing cracks in the asphalt throughout the city. The Public Works Supervisor also spent 40 plus hours overseeing paving operations on Sixth Street and Jenness Street.

The Jenny Thompson pool was closed for the season and winterization of the equipment and the pool were completed. The pool cover was put on September 25th, with the assistance of the Strafford County Community Work Program participants. This takes 2 hours with the help of 15 people. Closing of the pool usually requires 35 hours to complete the associated tasks.



Mike Wilson, Jason Thibodeau & Paul Lang  
City of Dover Facilities Crew



Colby Clark  
City of Dover Facilities Crew

With considerable assistance from Public Works and Facilities & Grounds employees, Main Avenue and sections of Avenue M were readied for paving, which was completed on September 24<sup>th</sup>.

Thirty work orders regarding signs were handled, including installation or replacement of eleven signs and 5 signs created. A total of 23 hours were allotted to these assignments. Sign work for the Parking Division this month involved 38 man hours, with several signs being removed or moved, and several more being created and installed. Much of this is attributable to the ongoing construction in area parking lots.

Signs were installed at Green Hill Road which is now a Class A Trail. The roadway was narrowed through the use of blocks and signs to allow the passage of ATV's and snowmobiles and eliminating vehicles. The road was narrowed to discourage illegal dumping in the area. A total of fifteen hours was spent making and installing these signs.

In preparation for Apple Harvest Day activities, a shed was removed from the fenced in wading pool area at Henry Law Park to allow for a reptile viewing area during the festival. It took 12 man-hours to move the shed to another location. An additional fifty-three and a half hours were spent in the park conducting general cleaning and pickup of the area, cleaning out the old wading pool, weeding and re-mulching the bedded areas, trimming around the base of the trees and picking up trash.

Facilities and Grounds crews spent six hours replacing broken or questionable boards on the footbridge at Bellamy Park. Forty-eight hours were spent watering the flowers downtown and trees that were recently planted. A leak in the fountain island irrigation system was also repaired. City employees applied 6 hours this month to the lining of the soccer field at Shaw's Lane for the teams that play there weekly. Approximately 30 and ½ hours man hours were spent removing downed trees, hanging limbs and pruning trees that complaints were received on. Fifteen hours were spent weeding public spaces and buildings and assisting with volunteers on September 11<sup>th</sup> that cleaned, weeded, pruned and planted around the McConnell center.

Equipment maintenance required 12 hours this month, changing oil, cleaning and greasing as needed.

Twenty three hours were occupied repairing or building cradles for the sand barrels that are placed in various areas for the sanding of walkways around town that are not accessible with the sidewalk tractors.

Nine hours were devoted to maintenance in Rotary Park preparing for the Irish Festival, including replacement of a sprinkler head, mowing and trimming, delivering picnic tables, etc.

The public auction was held this month and 20 man hours were spent by Facilities & Grounds personnel moving items from various locations to the Public Works Facility. Seven hours were also occupied in transporting hazardous waste, old paint and other items to the Public Works Facility to be properly disposed of during Hazardous Waste Collection Day.

Three custodians at City Hall and one at Public Works put in 380 hours per month to keep the municipal offices looking good on a daily basis. They care for City Hall, the Public Works Facility, the Chapel in Pine Hill Cemetery and The Transportation Center.

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 the Library. Ten hours were spent delivering supplies to various locations. Approximately 19 man hours were spent conducting the required monthly fire extinguisher inspections and elevator inspections. Facilities & Grounds handles 6 work orders pertaining to lights out in various municipal buildings. Ten and a half hours were spent on repainting the office at the Public Works Facility for the new Assistant City Engineer. Eleven keys were issued this month for various reasons. Thirty five hours were spent on facilities maintenance, taking care of dripping plumbing fixtures, lack of hot water or too much hot water, dealing with air conditioning issues and moving items around.

Six work orders regarding traffic signals were processed in September. Most were complaints that were unfounded or not able to be duplicated. One motor vehicle took down a signal post at Stark and Central Avenue. The city's traffic light contractor was called in to replace the post. One green ball was replaced, a yellow ball was replaced and a bracket was repaired this month. Two hours were spent replacing a decorative streetlight in a neighborhood. Dig Safe requests were responded to, taking 17 ½ man-hours to mark utilities.

Flags were lowered this month in remembrance of September 11<sup>th</sup>, 2001.

The Henry Law Park Improvement project 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 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>. The lease of the Butler Building on River Street, has allowed the UNH Varsity Crew to practice rowing (below) on the Cocheco River starting this month and the City is getting a lot of positive comments from the coaches and team members.



The Skate Park on River Street is undergoing an update with the addition of a half pipe skating ramp. There is a crew of volunteers that are building the ramp. The materials were purchased with funds paid to the City of Dover by the previous waterfront developer. The ramp should be complete by the end of October or early November.

A consulting architect has made a preliminary determination that the deteriorating 110-year old chimney on the library's south side can be repaired and does not have to be entirely rebuilt. Upon receiving a formal proposal for the restoration work specifications, the city can go out to bid for this project.

Fourth Street paving and cold planing began at the end of September and continued for two weeks. The work occurred on Fourth Street from Washington Street to the Fourth Street bridge. Work will begin at 7 a.m. and conclude at 6 p.m.

The Community Services Utilities Division began flushing fire hydrants throughout the City on Sunday, September 28, 2014. Hydrant flushing is expected to take six weeks. Crews work at night from 7 p.m. to 5 a.m. Hydrant flushing is essential to maintain water quality and allow adequate fire flows throughout the distribution system. No disruption of water service is expected when this takes place. Residents may notice some discoloration of the water. This is temporary and does not pose any threat to public health.

#### **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



A current focus of the Dover Police Department is spreading the word out about New Hampshire's new 'Hands Free Electronic Device Law' which will be in effect July 1, 2015. What does this law mean?

- No use of hand held electronic devices capable of providing voice or data communication while driving or temporarily halted in traffic for a stop sign or traffic signal or other momentary delays.
- This includes cell phones, GPS, tablets, iPads, iPods, or other devices that require data entry.
- Emergency calls to 911 or other public safety agencies will be allowed.
- Bluetooth or other hands-free electronic devices will be allowed.
- One hand non-cellular 2-way radio use will be allowed.
- Teen drivers under the age of 18 will not be allowed to use any electronic devices (hand held or not) except to report an emergency. Anyone violating this will be subject to penalties and license suspension or revocation.

Penalties for Violations – Penalty assessments below will be added to the fines.

1<sup>st</sup> Offense .....\$100 fine  
2<sup>nd</sup> Offense .....\$250 fine  
3<sup>rd</sup> Offense .....\$500 fine

Why is this NH Law so important? During the past 4 years, 116 fatal crashes in NH were caused by distraction. The increasing use of electronic devices is fast becoming the primary distraction. While texting, a driver is 23 times more likely to crash. Sending or receiving a text distracts the driver for almost 5 seconds. At 50 miles per hour, we travel longer than the length of a football field during that 5 seconds. Even dialing a phone number increases the risk of crashing by 3 times! Please share this with family and friends in an effort to keep NH roads safer.

## **Communications Bureau**

Communications Bureau statistics for September are:

Radio Transmissions	12,919
Phone calls	9,343
911 calls	430
Police Alarms	91
Lobby Traffic	347

## **K-9 Unit:**

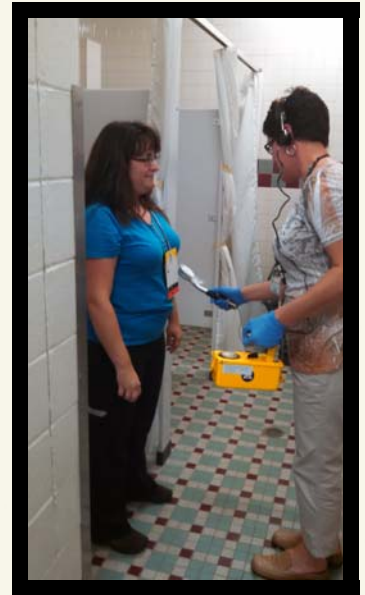
The Department has one K-9 handler, Officer Tim Keefe, who works with his K-9 partner, Grinko. During the month of September, the K-9 Unit conducted a total of 20 hours of training and there were no callouts.

**Collision Investigation Team:**

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



September was a busy month for Emergency Management. On September 18, 2014 Fire & Rescue completed a graded exercise from Federal Emergency Management Agency (FEMA) for the local Decontamination Reception Center. This was the culmination of training classes for every shift followed by three functional exercises to refine the changes made in the Reception Center Emergency Operational Plan. Attendance was from the following organizations: Dover Fire & Rescue personnel, Rollinsford Fire, Dover Police Department, City of Dover Schools, New Hampshire Homeland Security and Emergency Management, FEMA, New Hampshire Department of Health and Human Services and New Hampshire Department of Public Health. This graded exercise was a huge success with the input of many planning hours. This requires the entire Fire Department to organize a multi-faceted approach of managing citizens and possibly the cleaning contaminated evacuees.



The Fire & Rescue Assistant Chief attended a work shop for sheltering with the Strafford County Emergency Preparedness Exercise with Strafford County Public Health Network. This committee was working on regional sheltering options.

The Fire & Rescue Department is in the process of testing all ground ladders and hoses for the annual testing process under the National Fire Protection Agency NFPA guidelines.

Fire & Rescue Inspection Services and the Fire Chief held three housing standards meetings. This provides citizens an opportunity to resolve community issues in relation to properties.

Fire & Rescue Inspection Services also held two technical review meetings. This is an informal meeting with various developers to help resolve issues prior to being addressed at the Planning Board level.

The Building Inspector, Tom Clark, has been appointed to the Strafford Regional Planning Commission and the NH Building Code Review Board. Strafford County planning works on county wide transportation issues and some building planning areas. The Commissioner of Safety appointed Tom Clark to the NH Building Code Review Board to address building codes for the State of NH. There are only two building officials on this review board and Dover's Building Official is one of them.

**Special Investigations Unit:**

During the month of September 2014, there was one letter generated by the Dover Police Special Investigations Unit that was sent to a certain licensed liquor establishment in Dover. Letters are sent as a result of analysis of police reports involving overly intoxicated persons. When it is determined 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 9 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.

After a lengthy investigation in September 2014, SIU detectives charged two men with multiple thefts from vehicles. SIU detectives were also able to recover several stolen items.

SIU detectives are also investigating multiple residential burglaries that occurred in one night in one neighborhood. Detectives have solid leads and the case is progressing.

SIU detectives also assisted Patrol Officers and the Strafford County Regional Tactical Operations Unit when those officers attempted to locate a wanted, potentially violent offender in Dover.

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

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

SIU is also responsible for conducting background investigations into candidates for employment at the Police Department. During the month of September, one investigation of this type was on-going.

**Patrol**

During the month of September, officers handled a total of 2,976 incidents resulting in the following activity / criminal charges shown in the chart to the right.

Throughout the month of September, Dover Police Department personnel have worked to prioritize traffic enforcement in the areas of Dover's ten (10) school zones, both in the morning and afternoon.

943	Traffic Stops
69	Total Arrests
6	DWI Arrests
7	Arrests-MV Charges other than DWI
2	Drug Related Arrests
5	Arrests for Assault
10	Theft related Arrests
3	Criminal Mischief Arrests
10	Arrests for Electronic Bench Warrants
3	Arrests for Violation of Court Order
5	Arrests for Domestic Violence
5	Arrested were juveniles
5	Arrest for Criminal Trespass
1	Resisting Arrest
3	Arrests for Disorderly Conduct

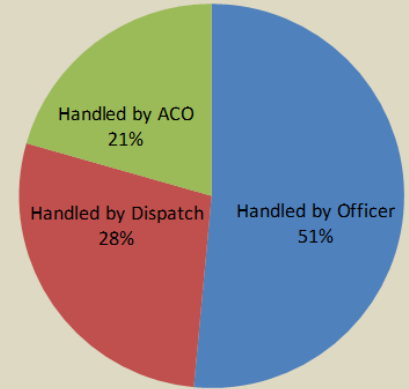
**Animal Control:**

The Police Department responded to a total of 68 calls for service regarding animals during the month. Patrol officers handled 35 of the calls, requiring the ACO to follow up on 7 of them. Additionally, 19 animal complaints were handled by dispatch and 14 were handled by the Animal Control Officer. She also returned 56 voicemail messages.

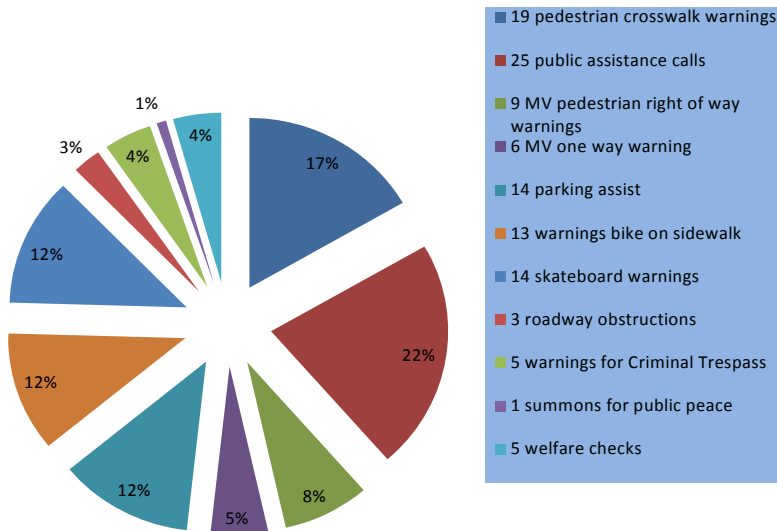
The 14 complaints handled by the Animal Control Officer are as follows:

- 4 Welfare checks
- 2 Barking Dog
- 1 Found animal
- 1 Loose dog
- 1 Lost
- 1 Wild life
- 2 Misc. Dog call

**Animal Calls for Service**



**Downtown Liaison Unit**



**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 to the left.

The City of Dover has three fire stations.

Liberty North End Fire Station

Central Fire Station

South End Fire Station



Fire Hydrant flushing began throughout the City on Sunday, Sept. 28, 2014. Hydrant flushing is handled by the Community Services Utilities Division and is expected to take six weeks. The flushing takes place at night from 7:00 pm to 5:00 am. Hydrant flushing is essential to maintain water quality and allow adequate fire flows throughout the distribution system. No disruption of water service is expected when the flushing occurs. Residents may notice some discoloration of the water. This is temporary and does not pose any threat to public health.

Dover Fire & Rescue and the Dover Police Department are featured in a new television and web spot for ReadyNH, a new resource intended to increase the preparedness of individuals and households in the State of New Hampshire. The initiative was launched by the New Hampshire Department of Safety Division of Homeland Security and Emergency Management.

The new website contains information and resources about staying safe before disaster strikes. The campaign says the real super heros are those who are prepared.

The TV and web spot was filmed earlier this year at several locations, including at Willand Pond in Dover.



Sign up for community weather alerts at [www.readynh.gov](http://www.readynh.gov).

The City of Dover held their annual public auction of bicycles and surplus equipment on Saturday, September 13, 2014. The auction took place at the Community Services Facility on Mast Road. As customary, the auction is open to all bidders with the bicycles being auctioned off first, followed by surplus equipment. Individuals were able to pick up a list of items being auctioned the week prior to the event and were able preview items the morning of the auction prior to the event starting.

The auction was successful with all bikes sold, 11 of the 15 surplus vehicles sold as well as miscellaneous items bringing in a total of \$11,780.35 to the City.

The reconstruction of Watson Road began the week of September 2<sup>nd</sup>. The project will include the installation of new road base materials, new pavement, ditch-line improvements, and some installation of drainage. The project started on Watson Road at County Farm Road and works towards Tolend Road. The project will continue as long as weather allows and will likely shut down sometime in November for the winter. Construction will resume in the spring and finish early next summer.

Traffic will continue in both directions through one lane during work hours.

Weekly updates for the project can be found on the Community Services web page under Current Projects. You can also sign up to receive updates about the project via email.

The city contact for this project is Dave White, City Engineer. He can be reached at 516-6450.

The Greater Dover Chamber of Commerce and the City of Dover are gearing up to host the third annual Dover Citizens' Leadership Academy in October.

The program aims to help residents better understand their community and local government, and foster civic participation as a foundation for leadership.

Participants are provided with an up-close look at local government and municipal operations, as well as the tools needed to help shape the future of the City of Dover, including how to volunteer for various boards, commissions and civic organizations.

Participation in the Citizens' Leadership Academy is free and open to all interested Dover residents, and is especially intended for residents new to or otherwise not normally involved in local government.

The Dover Citizen's Leadership Academy is held at least once each year and is intended to bring together, from diverse segments of the community, residents of Dover who are interested in meeting and working with others to address key issues critical to maintaining and improving upon our city's quality of life.

The Dover Public Library is hosting a series of Saturday matinees which began in September. Free movies start at 2 p.m. in the library's Lecture Hall.

- Sept. 6 "Divergent" (PG13; 2 hrs. 19 min.)
- Sept. 13 "Muppets Most Wanted" (PG; 1 hr. 42 min.)
- Sept. 20 Disneynature documentary "Bears" (G; 1 hr. 18 min.)
- Sept. 27 "Godzilla" (PG13; 2 hrs. 13 min.)
- Oct. 4 "The Fault in Our Stars" (PG; 2hrs. 6 min.)
- Oct. 11 "Legends of Oz: Dorothy's Return" (PG; 1 hr. 28 min.)
- Oct. 18 "Amazing Spider-Man 2" (PG13; 2 hrs. 22 min.)

In addition, the library is has kicked off a new movie series on the second Wednesday of each month at 6:30 p.m. Movie goers may bring their own refreshments and popcorn.



The library has 4,975 social media followers: 1,474 on Facebook, 576 on Twitter, 63 on Instagram, 890 on Pinterest, and 1,972 subscribers to the library's two e-newsletters. The library website received 151,728 hits during September. The Library posted 72 items on Facebook, 13 on Instagram, and 32 on Twitter. Staff wrote 6 Blog posts, and sent two press releases to media outlets during September.

The public library borrowed 109 items from the school libraries and sent 81. The public library's System and Technology Librarian Peggy Thrasher aided the school librarians with Koha library system issues on 6 occasions during September.

Planning and Community Development staff met with residents and property owners to discuss development or redevelopment of over 15 properties in the City.

### **POLICE FACILITY AND PARKING GARAGE PROJECT**

The project design team of Lavallee-Brensinger Architects, Architects Design Group and Walker Parking Consultants continue to work on completing construction documents. Final construction documents are expected to be completed by December 2014.

SUR Construction, the firm selected to conduct all excavation and road improvements for the project, has begun phase I of construction. During the month of September, SUR Construction and Harvey Construction, the project's Construction Manager, have been preparing the lot for construction, removing trees, removing some of the grass islands and granite curbing, and installing a new water main. With the exception of a planned period of two days, the lot remained passable between Central Avenue and Chestnut Street. The lot has been opened during construction and parking has been available in approximately 130 parking spaces. As always, updates can be found at: <http://www.dover.nh.gov/government/city-operations/police/new-police-facility/index.html>

Below, crews install a new water main on Orchard Street.



On 09/05/2014, Officer Feliciano went to Families in Transition located at 576 Central Avenue and gave a presentation to staff and residents about the operations of the Dover Police Department. The residents and staff asked for information about what kinds of situations they should call the police for. Additionally, the staff gave Officer Feliciano a brief overview of the rules and regulations of the facility.

Sergeant Speidel performed 6 child passenger seat inspections during the month of September. All were conducted at police headquarters. 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.



Dover Children's Center students coloring police themed SpongeBob Square Pants pictures.

On 09/17/2014, Officer Feliciano went to the Dover Children's Center located at the McConnell Center. The Center had asked for an officer to come and meet with the children because staff had heard some of the children saying, "Police are bad, they arrest people." The Dover Children's Center staff wanted Officer Feliciano to give the children a better perception of Police Officers. Officer Feliciano met with the class and did coloring activities with the children. He also handed out sticker badges and showed the kids his police cruiser including the lights and sirens. The visit was very well received by the children and staff.

Fire & Rescue sponsored an Emergency Vehicle Driver Training EVDT program at Pease Trade-port. Five junior members of the department's personnel are going through this program to enhance safety when responding to a call for service.

Fire & Rescue has worked hard to support the Dover School System. This month a Fire Extinguisher class was given to the teachers at Woodman Park School.

The Career Technical Center class for Fire 1 and EMT provided at the North End Station, has been learning safety of the fire service and anatomy physiology of the human body.

Fire & Rescue personnel provide in-service standby for the Varsity High School Football home games. The department was represented at two Friday night games and one Saturday. Engine 7 has also provided coverage to this community event.

Fire & Rescue Command Staff attended as a member at the School Safety Committee to keep the children of Dover safe.

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 264 Facebook (City of Dover NH Planning) friends and 604 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 793 fans).

The Department of Planning and Community Development mailed out 38 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the City's emailed newsletter, the Dover Download.

Fire & Rescue has participated in multiple community events. The ever vigilant presence of Rescue personnel is important to show support and accessibility to residents and guests of the City of Dover. The following events were covered:

- Fire & Rescue members, on and off duty, helped Dover Main Street set up the designated area for the Seacoast Irish Festival. The day of the event an Engine Company stood by to assist with the crowds and provide various education opportunities with the apparatus.
- Fire & Rescue members participated in a "Fill the Boot" campaign for the Muscular Dystrophy Association (MDA) with on and off duty members. This year was one of Fire & Rescue's top ten years for donations. The community was very generous this year.
- Fire & Rescue members started Operation Warm. Providing the gift of warmth to children in the communities they protect, Dover Firefighters have become ambassadors of Operation Warm. Through this invaluable partnership, Dover Firefighters are revolutionizing the expansion of their important mission and impacting the lives of children throughout the community. This fundraiser is helping provide new winter coats to children in need, kindergarten through 4<sup>th</sup> grade, while also supporting jobs in the USA.
- Fire & Rescue sent an Engine Company and Ambulance to provide medical stand by at the Horne Street School PTA 5K. Supporting all the Dover Race series and all the citizens that attend the races has been a positive community event.
- Fire & Rescue Engine 5 participated in a block party on Maplewood Avenue. It is an honor for the residents to invite fire personnel to stop by their various events as this gives personnel a chance to educate local residents on the department and Fire Safety in general.
- Fire & Rescue sent Car 4 to act as a chase car for Sara's ride. This annual motorcycle event is about breast cancer awareness.
- Fire & Rescue Engine Company from Central Station participated in the Wentworth Douglass Babysitting class. This education opportunity prepares our responsible youth for watching young children and prepares them for possible emergency situations.
- Fire & Rescue had staff from Engine 7 give a Fire Prevention talk to the residents of 30 Holiday Drive. The focus was to provide Fire Safety topics relative to the upcoming holiday season.

Fire & Rescue personnel provided CPR and First Aid Training to C/A Design of 180 Crosby Road.

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

2 Silver Street

Picnic Rock Drive

Tolend Road Properties

Silver Street

Tolend Road Properties

# City Programs

## **Gym**

Recreation has resumed offering Shape up with Lisa classes – Muscle Power and now Interval Toning classes this month, with Muscle Power being held on Mondays/Wednesdays and Interval Toning being offered on Tuesdays & Thursdays. There is also an additional Saturday Toning Class available. Also began a new Yoga session on Mondays and Wednesdays and beginner Yoga classes on Tuesdays. The popularity of the Beginner Yoga class has let the division add an additional session on Tuesday nights. Zumba® classes began new sessions for Wednesdays and Sundays. Coyote Club resumed at Bellamy Park on Monday afternoons for K-4 graders. Fall field scheduling is ongoing and rec staff is preparing for the upcoming basketball season.

## **Pool**

The Indoor Pool reopened September 2<sup>nd</sup> after being closed for two weeks for routine maintenance. Early Bird Lap Swim has been busy as usual with approximately 50-75 swimmers. Rec Swim has been slow due to the time of year and fall sports overlapping the schedule. Lesson sign up has been busy with most of the classes being filled to capacity; in addition, classes were added in order to accommodate as many children as possible. Seacoast Swim Association has resumed their season and practices at the pool on a daily basis. Birthday parties are starting to get very popular with the cold weather coming; it is anticipated there will be between 8 and 10 parties booked for the month of October. Great Bay Masters resumed practice at the Indoor Pool after a wonderful summer swimming at the Jenny Thompson Pool. The Jenny Thompson pool closed on Labor Day. The winter pool cover has been applied to the pool and the facility is closed until next spring.

## **Ice Arena**

September is the start of the fall and winter seasons at the Arena. Fall hockey leagues have started for adults and youth hockey players. Instructional skating and hockey programs for adults and youth skaters have also started. The Dover Youth Hockey program has started their practices and games and teams are coming into the arena every weekend from all over New England to play our local teams.

Rock Night continues to be a popular event and should continue to stay busy all winter. This program runs every Saturday night and is focused on the middle school aged skater; however, individuals of every age group visit the arena for this fun skate. In September Rock Night averaged about 137 skaters per Saturday night. Adult and youth stick practice: 346 participants

## **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. This month members began playing a new lifetime sport: Pickleball! Pickleball combines elements of tennis and ping pong on a badminton sized court, using a whiffle ball. Pickleball will be held Friday mornings at 9am. Sixty seniors joined for lunch this month. The Senior Center hosted a CPR Basics class, given by the Dover Fire Department. Senior's had last golf for the summer this month. Seven golfers teed off at Nippo Lake. Sixteen seniors learned about fall prevention and experienced balance testing through a session held by Cornerstone VNA. This is an especially important issue for seniors as we head into the winter months! It was a busy month in the Senior Center Travel Office. Forty-five seniors went to Atlantic City for a stay at Trump Taj Mahal. As the center prepared for some overseas trips, the center hosted 5 seniors for a document party before their trip to Switzerland, 14 potential travelers for the 2015 British Landscapes trip to England, Scotland, and Wales, and 20 potential travelers for the 2015 Rhine River cruise with Avalon Waterways! Senior Advisory Board meeting: 10 participants, Mystery Lunch: 46 participants

### **Public Library**

Twelve 19<sup>th</sup> century Dover City Directories (1865—1889) were sent to a preservation company for digitization. This should take about 90 days, then they will be available, fully OCR searchable, through the library's website. Library personnel hope to do about one dozen every year going forward until these valuable, one-of-a-kind assets are preserved.

Weeding of the library's Adult book collections continued throughout September. This process culls older items that are no longer popular or useful in order to make room for newer books on the shelves.

The Friends of the Library are recruiting volunteers to work at their annual Booksale Oct. 20 through Nov. 8.

The Friends of the Library are recruiting  
**BOOKSALE VOLUNTEERS** from Oct. 20—Nov. 8

## Can You Help?



Normally 3 hour shifts. Set up days (physical work) are Oct. 20-21. Sales days (collecting money; straightening) are Oct. 24-25; Oct. 27-Nov. 1; & Nov. 3-8.

Contact Sharon Reynolds 742-9660 to sign up for shifts.  
Or leave your name/phone at the front desk.

**BONUS: All booksale volunteers get a 50% discount too!**

**Dover**

The library resumed full-day hours (9-5) on Saturdays, beginning on September 6.

The library completed its migration to Constant Contact and October newsletters and e-blasts were sent in September from that platform.

The library's new online Museum Pass Reservation system debuted on September 9. It has already proved popular with 59 online reservations made during September for the 16 museum passes the library offers.

Library programs during September included an author talk, 21 preschool story times, 5 movie showings, 312 craft sessions, one Book Group meeting, and one Lego Saturday. September attendance at 33 total library programs was exactly 1,000.

### **Dover Housing Authority**

On 09/04/2014, Officer Feliciano met with Dawn Cook- Mellencamp, the owner of Monkey Treasures in Dover. Monkey Treasures is a consignment shop that sells infant to teen clothing, shoes, toys, etc. Cook- Mellencamp gave Officer Feliciano two large bags of clothing that included youth and newborn clothing for distribution to the needy in the DHA neighborhoods. Officer Feliciano took the clothes back to the DHA and has been regularly distributing it since.

On 09/05/2014, while Officer Feliciano was on patrol, he contacted two children that were riding bicycles without a helmet. He spoke with their parents and learned that the children did not have helmets because of money hardships. Officer Feliciano then provided them with helmets from the Police Department's inventory of grant funded bicycle helmets.

### **Dover Youth to Youth:**

A team of seven Y2Y students traveled to Glastonbury, CT on September 28 to provide skills training to their youth advocates. The Dover students instructed 17 Glastonbury teens in presentation skills and showed them how to replicate Dover Y2Y's History of Lies presentation. The Town of Glastonbury paid for all of the expenses for the trip.

Dover Youth to Youth created and delivered webinars on September 9<sup>th</sup> and September 11<sup>th</sup>. The topics were designed for other drug prevention groups to learn about what Dover Youth to Youth does and how to set up a similar program in their community. Over 30 locations from all over the US signed up and tuned into each of the presentations. Dover Y2Y students are preparing a series of webinars to be delivered this school year where there will be a charge to register to see if this is a viable funding source. The first of these charged webinars is scheduled for October.



Three members of Dover Youth to Youth are shown above conducting a national webinar for prevention groups from all over the US.

Youth to Youth students participated in the Zombie Project on Wednesday September 24<sup>th</sup> in front of City Hall. The Zombie event is designed to inform the public of the Rx Take Back Day that was to be held the following Saturday at the Police Department. The event theme was: "If you think zombies can be scary - look inside your medicine cabinet." Over 2 dozen Y2Y students dressed as zombies held signs, chanted, used visuals they created and passed out flyers to pedestrians. Three members of Youth to Youth then conducted a press conference that was attended by Foster's Daily Democrat and WOKQ.



Zombie Event - Students promoted the Rx Take Back Day.

### **Dover Coalition for Youth**

Dover Coalition for Youth Coordinator Vicki Hebert attended the Seacoast Region Legislative Breakfast and Prevention Summit on September 23<sup>rd</sup>. In addition to attending, she participated in panel presentation highlighting the need to include youth in drug prevention efforts.

On September 17<sup>th</sup> the Coalition met with the Dover School Department to review the middle school health and wellness curriculum work that was done over the course of the summer. The coalition provided \$4,000 to the Dover School Department to support the update of substance misuse curriculums. A workgroup aligned Dover's curriculum objectives with state and national standards. A final update was presented to the Coalition and is currently being implemented at Dover Middle School.

On Saturday September 27<sup>th</sup>, the Police Department partnered with the DEA in an effort to dispose of unused, unneeded and expired medications. This was the 8<sup>th</sup> event that Dover participated in and resulted in 178lbs of drugs being collected. Each time this is done, the Coalition takes the opportunity to use the event as a way to educate the community about the dangers of prescription drug misuse especially among teens. A prescription drug related radio PSA was played 66 times on WOKQ at no cost, posters were hung around the community and informational flyers were distributed in an effort to educate the public.



Officer Joslin poses with 4 of the boxes full of unused medicine turned in during the recent prescription drug take back event. A total of 6 boxes were filled!

### **Dover Teen Center**

The Dover Teen Center calendar for September 2014 consisted of educational and social programming for its youth participants. During the month, the Dover Teen Center had 578 participants on 20 days of programming, which yielded an average of just under 29 participants per day.

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

- TC Special Event – “Welcome Back BBQ” (9/4)
- TC Tournament – “8-Ball Billiards” (9/8)
- TC Trip! – “York Beach” (9/12)
- TC Snack Special – “Pancakes” (9/15)
- TC Sports Fun – “Kickball” (9/17)
- TC Trip – “Apple Picking” (9/18)
- TC Classic Event – “BINGO” (9/19)
- TC Music Event – “Karaoke Jam Party” (9/26)
- TC Sports Fun – “Wiffle Ball HR Derby” (9/29)
- TC Snack Special – “Sloppy Joes” (9/30)

The Dover Teen Center is back to the regular, after school hours. Steve Pappajohn, the Teen Center’s director, was at both sessions of the Dover Middle School open house to spread the word about all that the Teen Center offers.

### **Community Service Program**

The Community Service program tracked two active participants during the month of September of 2014. A total of 12 hours of community service work was completed. None of the participants finished his/her assigned hours.

### **The Dover Court Diversion Committee**

The Diversion Committee met on Thursday September 25, 2014. There were a total of 5 active or pending Diversion cases. Below is the breakdown:

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

The next planned meeting for the Dover Court Diversion Committee is Thursday, October 16, 2014. In addition to case updates and three new cases, the Dover Diversion Committee will also be meeting with representatives from the Dover Rotary Club to continue to explore a mentorship program. This meeting had been planned for September but had to be postponed.

During the month of September there were 21 new registrations. Below are some photos taken during some of the Dover Teen Center events held during September 2014.



Teen Center participants and intern staff after apple picking on September 18, 2014



Teen Center participants singing Karaoke.

# 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

### **SILVER STREET RECONSTRUCTION**

**Current:** Construction started in August and will continue as long as weather permits between Arch Street and Exist 8. Traffic patterns will change daily as work continues.

**Previous:** Construction started in August and will continue as long as weather permits. The stormwater rain garden has been installed by Woodman Park School and curbing has been removed on the first section from Arch to Spaulding Turnpike Ramps.

### **TOLEND LANDFILL REMEDIATION**

**Current:** Unitil and the Landfill Group have reached an agreement to allow Unitil to attach a gas line to the pipe bridge which the Group constructed over the Cocheco River on Covered Bridge Lane to complete installation of a sewer line. The construction began at the end of September and is expected to be completed in early October. An agreement is currently being drafted between the Landfill Group and the City which will transfer ownership of the bridge from the Landfill Group to the City. The bridge, while being constructed as a pipe bridge for a sewer line, also serves as a pedestrian bridge.

**Previous:** 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.

### **STREET IMPROVEMENTS**

**Current:** Lisa Beth, Jenness Street and Sixth Street paving is complete. Fourth Street is being paved the first week in October.

**Previous:** Lisa Beth has been base paved. Jenness Street has been patched. Curbing will be installed on both streets and then top coat installed.

### **WASTEWATER TREATMENT FACILITY PLAN**

**Current:** The Coalition's 2014 water quality sampling event in the Cocheco and Piscataqua Rivers was conducted by UNH in September. The Coalition is waiting for the lab analytical results of the sampling. The Coalition has a meeting scheduled with EPA at the end of October to share the results and further discuss the progress. Coalition communities have made science and infrastructure improvements that are under way.

**Previous:** The Appeal of the Newmarket NPDES permit by Dover and Rochester has been dropped. The Peer Review will provide the opportunity for objective independent experts to review the available data and conclusions reached by NHDES in the Numeric Nutrient Criteria document to weigh in on the issues. If the experts view is in line with the Coalition consultants then it should positively influence EPA and NHDES to rethink the need for limits of technology nitrogen permit limits at the WWTPs.

### **SAFE ROUTES TO SCHOOL SIDEWALK**

**Current:** SUR has completed the project and the City is finalizing the state paperwork.

**Previous:** SUR has completed the project and is working on minor punch list items.

### **WATSON RECONSTRUCTION**

**Current:** Construction started September 3rd on Watson Road, on the County Farm Road side, and will continue as long as weather permits. Work has taken place from County Farm Road to the Cocheco River and from Cardinal Drive to 38 Watson Road.

**Previous:** Construction started September 3rd on Watson Road on the County Farm Road side and will continue as long as weather permits.

### **COCHECHO RIVER DREDGING**

**Current:** The redevelopment of River Street will require the removal of unsuitable material which NHDES has given the city a waiver to place in the dredge cell. A portion of the material was placed in the dredge cell during the first dredge season to provide a stable base for equipment to manage incoming dredge spoils. An estimated 13,000 cubic yards of additional material remains to be placed in the cell. An engineering firm will be needed to plan and oversee the removal and manage the backfilling of the excavated area to insure all unsuitable material is removed from the site and backfill is properly compacted to facilitate redevelopment of the property.

**Previous:** 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.

# Recognition

Jean Tsouramanis, Payroll and Benefits Administrator, was recognized in the Summer/Fall 2014 Issue of HealthTrust Matters for her service to the City of Dover.



Community Services plowing crews attended the 9<sup>th</sup> Annual Ken Ward Memorial Snow Plow Rally held on September 17, 2014 at the Hillsborough County 4-H Youth Center.

Recycling Center's Todd Cormier and Utilities' crew member Jamie Stevens won first place in the Snow Plow Rally competition!



Twenty five to thirty communities attend the Snow Plow Rally. During the competition, crews must make a pre-trip inspection of the truck, take a general knowledge quiz and finally, compete in the obstacle course without knocking any of the cones over.

The City of Dover is proud of Jamie and Todd and how well they represented Dover during this large event!

Dover Rehabilitation honored the entire Fire & Rescue Department with a cook out on September 11<sup>th</sup>. All Dover emergency services were invited honoring the department's service and sacrifice.

The New Hampshire Fire Service Committee of Merit Awards gave a Unit Citation to Fire & Rescue "B" Shift for the Rescue at 31 Cushing Street performed in June of 2013. Fire & Rescue was also recognized for Emergency response to the USS Miami submarine fire.



Excerpts from article in EMS World honoring Dover Firefighters:

(full article: <http://www.emsworld.com/news/12006656/nh-firefighters-medics-honored-for-putting-their-lives-on-the-line>)

*The Dover Fire Department was honored with a Unit Citation during the 23rd Annual Fire Service and Emergency Medical Services Awards ceremony Monday evening.*

*Also at the ceremony, a Rye firefighter received a Medal of Valor for saving a fellow firefighter from the USS Miami when it was destroyed in a spectacular fire in 2012.*

*Dover firefighters and paramedics were recognized for their efforts on June 6, 2013. Early that morning, they made a dramatic rescue on the second floor of a fiercely burning condo unit at 31 Cushing St. Inside was Maci Leighton, a Dover High School student who was 16 years old at the time.*

*Upon arrival, Dover crews found heavy fire on the first floor, left-hand unit of a four-unit building and confirmed the teen was trapped inside. Maci was the only occupant in the unit at the time.*

*Maci was on hand for the ceremony and helped give out awards to 11 members of the Fire Department who were instrumental in her rescue. Leighton said a representative of the department contacted her father, Doug, and asked if she could be there. Leighton and her mother, Lisa, said they would not miss this ceremony for the world.*

*After the awards were presented, Chief Richard Driscoll said the recognition is a great honor.*

*"They faced adverse conditions on that night, but we successfully rescued Maci from the building," Driscoll said of the crews that responded. "It all boiled down to teamwork."*

*Driscoll explained there was an extreme amount of heat in the hallway and rescuers had to crawl down to get to Leighton.*

*Gov. Maggie Hassan, who was joined by a group of dignitaries on stage for the awards ceremony, said recipients courageously rush into dangerous situations to help complete strangers in need.*

*"It is not just that you put your life on the line, but it is the way you do it that amazes me," Hassan said. "The fact that you put your lives on the line for people you don't even know says more about the character of our democracy, our state and our country, than words ever can."*

*The awards program was started in 1987, funded by a bequest from the estate of Paul W. Sypek, a communications operator in the Concord Fire Department, who felt that many acts of heroism beyond the call of duty were going unrecognized in the Granite State. Since its inception, the program has been administered under the auspices of the Bureau of Fire Standards and Training.*

## ACKNOWLEDGEMENTS

The library would like to thank Jetpack Comics in Rochester for their donation of comic books and gift certificates for our Library Card Sign-up Month promotion in September.

# Professional Development

- ◆ Jean Tsouramanis, Payroll and Benefits Administrator, attended a webinar on *The Affordable Care Act: Information Reporting of Minimum Essential Coverage under IRC Section 6055*.
- ◆ Ann Legere, CPPB, Purchasing Agent for the City, attended a seminar at Primex pertaining to Workers Compensation and Liability Insurance.
- ◆ All six supervisory positions in the Finance Department recently completed the six part ICMA Supervisor and Leadership Series.
- ◆ The Finance Director and HR Director attended a session on the Affordable Care Act and the Impacts to Labor negotiations.
- ◆ Jean Tsouramanis, Payroll and Benefits Administrator also attended a New Hampshire Retirement System Training.
- ◆ Bill Boulanger, Superintendent of PW & Utilities, and utility crew members Thomas Chapman, Jamie Stevens and Michael Nadeau all attended the Technical Meeting hosted by New Hampshire Water Works Association on September 4, 2014 held in Manchester, NH.
- ◆ Douglas Steele, Community Services Director attended the Weftec 2014 Water Quality Event hosted by Water Environment Federation at the New Orleans Morial Convention Center, New Orleans, Louisiana from September 27<sup>th</sup> to October 1<sup>st</sup>.
- ◆ Recreation Director Gary Bannon attended the NHRPA (New Hampshire Recreation and Parks Association) Annual Meeting and training sessions in Concord.
- ◆ Attorney Blenkinsop attended the New Hampshire Bar CLE seminar in Concord regarding litigation and improved memory.
- ◆ Many staff members attended a Safety Seminar presented by the Dover Police Department at the McConnell Center on September 23/24.
- ◆ Reference Librarian Denise LaFrance attended the READS conference, "21<sup>st</sup> Century Reference and Adult Services" in Hooksett on September 19.
- ◆ During the month of September, several Police Department members attended various training courses. One of the major training sessions attended during the month was Law Enforcement Executive Training attended by Lieutenant David Martinelli. The class lasted for a full week and took place in Hampton. Another major training class is Law Enforcement First Line Supervisor training which was attended by Sergeant Mark Nadeau. This class, which lasts two weeks, takes place at the Police Standards and Training facility in Concord.
- ◆ Fire & Rescue provided multiple education opportunities to the City over the month. Members taught the Police Department personnel Cardio-Pulmonary Resuscitation and Automatic External Defibrillator training. This American Heart Association accredited training works in conjunction with the Advance Life Support guidelines for the City Ambulance Service.
- ◆ Planning staff participated in a nine (9) hour webinar to learn the new web based grant application and reporting system for the City's Community Development Block Grant from HUD. The new reporting system will be required for the City's next Five (5) year Consolidated Plan and Action Plan for the current year's expenditures due in May of 2015.

In September, Assistant City Planner Corwin attended a series of three municipal law lectures hosted by the New Hampshire Municipal Association. The NHMA holds the annual law lectures series in various parts of the state and, as in years past, chose to hold the seacoast area lectures at the McConnell Center. Each lecture focuses on a different area of the law relevant to New Hampshire planners and land use board members and are given by a mixture of NHMA staff, New Hampshire land use attorneys, and New Hampshire planning professionals. The September 3<sup>rd</sup> lecture, "How to Run a Land Use Board in New Hampshire," provided an overview of the statutory administration requirements for land use boards, and provided a series of "best practice" tips to efficiently prepare and organize meeting records and other land use board documents. The September 10<sup>th</sup> lecture, "Impact Fees in New Hampshire," examined the theory behind the imposition of development impact fees and the categories of fees that can be assessed under state statute. Other focus areas included how to establish impact fee rates, how to administer their collection and use, and how the statutory vesting requirements affect the administration of local impact fee ordinances. The final law lecture, titled "The Zoning Board of Adjustment in New Hampshire" and held on September 17<sup>th</sup>, explored the statutory function of Zoning Boards of Adjustment, and reviewed recent case law that impact the standards the Board must use when evaluating requests from Applicants for relief from the Zoning Ordinance and in evaluating appeals of local administrative decisions.

## EMPLOYEE SPOTLIGHT

Unless you skate or have children in the Camp Kool summer program, not many city employees get to see Lisa Berry.

Lisa has worked for the City of Dover for 17 years. She began working part time for the Recreation Department attending to the front desk at the Butterfield Gym and the Indoor Pool. Lisa also worked with the kids during Recreation's vacation camps.

Lisa then began working in 2002 as a full-time secretary at the Dover Ice Arena. Along with secretarial work, she will also help out with the scheduling of ice when needed.

Some of Lisa's main responsibilities are greeting customers as they come in to register for a program and inquire about public use of the facility. Lisa processes daily deposits for the ice arena, produces bills for ice customers, orders supplies for vending and the proshop, filing and answering the phone, she directs calls to the appropriate places and also gives support to the Arena Manager.

What Lisa likes about her job is getting to know the regular customers as well as seeing all the young skaters thrive at their sports. She also loves seeing the young campers at the Camp Kool program having fun every day. What Lisa likes least about her job is seeing the bad skating accidents that occur on occasion.

Lisa was born in Dover, grew up in Dover with a brother and sister, and currently lives in Dover. She is single and has one son who is 7 years old.

One of Lisa's favorite things to do is take photographs. She has been doing this hobby for about 15 years. She typically takes pictures of landscapes and family and of course takes pictures of her son while playing his sports. Lisa also enjoys knitting and gardening. She works in her vegetable garden every year.

Lisa works Monday through Friday, 8:00 am to 4:00 pm. The next time you are near the Arena, stop by and say hi to Lisa!



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

- The City Manager forwarded an invitation to the City Council to the State of the State Address held on September 26<sup>th</sup>.
- The City Council was updated by the City Manager on the City's response procedure to Right-to-Know requests and assured the Council that all requests were responded to according to state law.
- In response to a request at a Council meeting, the City Manager provided prior waterfront conceptual plans to the City Council.
- The City Manager provided information on Tolend Road in response to a Councilor's question.
- The City Manager provided an upcoming City Council meeting schedule to Council members.
- A flyer and information was provided to the City Council regarding assistance to the employees affected by the recent closure of Kelley's Row and Blue Latitudes.
- The City Manager forwarded Councilor Hooper's School Board Report for inclusion in the Council agenda.
- Clarification and documentation was submitted to the City Council by the City Manager regarding the Watson Road AEC Proposal.
- The City Manager advised the Council that a Letter of Interest was submitted for a grant relating to Willand Pond.
- The Council was updated on the current standing of Kelley's Row and Blue Latitudes by the City Manager.
- The City Manager advised the City Council that the City's website was down and the City is doing what needs to be done to get it back online.
- An explanation was provided to the City Council on the bid process relative to the Fire Station Roof.
- The City Manager advised the Council that the City's website was back up and running.
- Along with the above updates to the City Council, the City Manager provided follow up and responses to individuals where the City Manager was included in the initial correspondence to Council members.

The City Manager's Assistant facilitated one of the flu shot clinics for city employees in September. Three more will occur in October which includes one clinic that is open to the public.

The City Clerk was available on Saturday, September 20<sup>th</sup>, by email to respond to 21 UOCAVA (Uniformed overseas Citizens Absentee Voting Act).

The Clerk's office has already responded to 173 absentee ballot requests for the November 4, 2014 General election.

The City of Dover has over 3500 dogs. To date, approximately 140 dogs are not licensed and are out of compliance with State law and local Ordinance. The Clerk's office is attempting to reach these owners to get the dogs licensed, however if not done soon then the owners will be issued a summons to court.

At the direction of the Health Care Committee, the Human Resources Director, along with recreation staff, held a Black Jack Jaunt for City employees. On this perfect day for a jaunt, the employee drew a card at the beginning of the walk and another half way through the walk in an effort to get Black Jack. At the end of the walk, the employee either hit or passed. Fun and fitness at the same time! The winner was Susan Dunker from the Public Library.

Employee safety meetings were conducted in September. Detective Travaglini offered guidance and need to know information to employees in the event of an emergency.

The Finance Department has been busily at work along with the Planning Department in an effort to complete the FY2016-FY2021 Capital Improvements Program Report.

Members of the Finance Department met with the School Superintendent and Business Administrator to discuss opportunities to assist the school in improving certain Purchasing and Accounting functions.

The Auditors have arrived. The FY14 Financial Audit is underway. Expected completion date for the FY2014 CAFR is December 31st.

The Planning and Community Development department's MPA Fellow, Seth MacClean, left the City to pursue a full time employment opportunity with the town of Peterboro. Seth had worked on the framework for the administration of the City's Downtown Dover TIF.

Diane Britt, the Planning and Community Development department's Clerk Typist left the City's employee in September to relocate to Florida. Diane had been with the City for less than a year and had served as the clerk for the Planning Board, Zoning Board and Dover Business and Industrial Development Authority.

The Welfare Office had a decrease of 21 cases this month and a reduction in expenses of \$4657.70 Most cases needed help with rent but several needed help with electricity. Welfare also had two burials that they helped with. They did, however, help with less per case than in the last several months.

The shelter situation was a bit better this month and Welfare staff was able to get several families and singles into one of the shelters. The number of people who needed medical aid went down by one and the price of each medicine also went down. The Welfare Department received five reimbursements this month from individuals and a landlord. This added up to \$2005.

Jean & Claire picking cards from Krista to start the Jaunt!



Dan, doing his happy dance "thinking" he won!



Denise and Susan finishing up – Susan won Blackjack! (sorry Dan)



## **Parking Bureau**

The Parking Bureau has put in an extensive effort to maximize customer parking in the Orchard Street parking lot during the initial phase of the police station/garage construction project. Signs are posted and removed throughout the week as spaces are made available. Additional signs will be placed downtown to alert drivers that the lot is open during construction. Over 110 spaces will be available through the holiday season.

Parking Manager Bill Simons has been working with two nearby parking lot owners that have expressed interest in making their lots available for use by the city during the Orchard Street construction project.

Moving monthly permit parking pass holders out of the Orchard Street lot to these private lots opens up more spaces for customers of downtown businesses.

Lights are being reinstalled for all the parking meters downtown to assist users during the winter months.

The Parking Commission created a subcommittee to review the rules for obtaining a resident parking permit in the downtown. The rules were first established in 1988 and were in need of an update.

Recommendations for changes will be brought to the full commission and then to City Council.

At their October meeting, the Parking Commission will hear a request from trustees from the Woodman Institute about permanently creating "museum visitors only" parking on Summer Street as well an accessible parking space. During the construction of the Tuttle Square development, a temporary restriction was put in place to dissuade construction workers from taking up museum visitor parking. Once the development opens, the trustees are concerned that residents will do the same.

The Commission will hear a request by the developer of 652 Central Avenue for time limited parking in front the building. They will also review the operating rules for the Commission and review the Winter Parking Ban program.

At their September meeting, the Parking Commission approved using Parkeon's *Pay by Space* system which allows a customer to pay for parking without having to return to their vehicle in the garage to put the receipt on the dashboard. Users will simply input the space number in which their car is parked into the meter available at exit points on each floor, and purchase the amount of time they plan to stay for. They will get a receipt to validate the purchase, but it does not need to be displayed. A *Pay by Space* system also allows users to add time to their visit by cell phone.

Parking Manager Bill Simons advised the Parking Commission that he has submitted a request to the CIP program to purchase a snow removal machine to assist with clearing of walking lanes from the parking spaces to the sidewalk as well as to assist with clearing snow in the parking garage.

At the September Parking Commission meeting Chris Parker discussed the proposed parking deck for Third Street. All members were in support of including the Third Street deck in the 2017 CIP.

Parking Manager Bill Simons has been working with the marketing team hired by the city to create a desk card that merchants can give to their customers highlighting available parking areas that may not be thought of when visiting downtown. They are also creating a web page that each business can link to with the same information.

## **Traffic Bureau**

Sergeant Speidel helped coordinate construction detours and posted temporary parking restrictions for several projects during the month of September, including the Sixth Street repaving project and several work zones where Unifit is performing gas main installation.

Sergeant Speidel coordinated the logistics of voter parking at four of the six ward polling facilities during the state primary election on September 9. This involved advance deployment and posting of cones, barricades, and signs to promote parking turnover for voters and allow for safe and orderly flow of traffic.

Sergeant Speidel worked closely with Dover Fire Department administration to develop and refine a traffic control operations plan for the City of Dover as part of the State Bureau of Emergency Management's plan for a possible Seabrook radiological event. Dover Police participated in the graded joint exercise on September 18 at the Dover Middle School.

Sergeant Speidel coordinated all traffic control particulars for the Horne Street Elementary 5K run/walk event on September 21. This included the deployment of directional signs, 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.

As part of the Planning Board Technical Review Committee responsibilities, Sergeant Speidel took part in two separate meetings during the month of September, which included review of proposed site plans and technical input on traffic and security concerns for the project on behalf of the police department.

Sergeant Speidel worked closely with members of the Dover Main Street organization to facilitate the annual Seacoast Irish Festival on September 27. The Traffic Bureau provided an array of equipment to help facilitate this event, including event and disabled parking signs, cones, barriers and barricades to help cordon off portions of the Rotary Arts Pavilion. Sergeant Speidel also volunteered his time in working the festival to help this nonprofit organization raise money to run needed programs throughout the year.

City staff from the Facilities, Grounds and Cemetery Division worked closely with Sergeant Speidel to coordinate a traffic pattern change at Grove and Fifth Streets, converting the intersection from a two-way to a four-way stop. This ordinance revision was recommended by the Transportation Advisory Commission following resident concerns regarding safety at the intersection.

The Speed Monitoring and Awareness RADAR trailer was deployed in several different locations during the month of September, including Portland Avenue, Old Rochester Road, Stark Avenue, Long Hill Road, Dover Point Road, Littleworth Road, Middle Road and Sixth Street.

On September 19, 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.

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 September:

Seacoast Grower's Association's Farmer's Market, September 3, 10, 17, and 24  
American Legion Auxiliary Road Toll fundraiser, September 13  
Newington Police event, September 27  
Dover Fire Department MDS boot drive/road toll, September 27  
Seacoast Cancer Center 5K walk at WDH, September 28  
Family wedding at 21 Whittier Street

## Progression & Growth

Planning and Community Development staff continued to update the new City website with presentations and reports regarding updates to the waterfront development and master plan work. 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>

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 has helped 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. Staff is working with a graphic designer finalize a pamphlet design that is appealing, readable, and educational. In an effort to raise awareness about floodplain management, the pamphlet will be mailed to approximately 1,000 City property owners in or near the floodplain. The grant provides funding for printing and two mailings: one in October, and a second in August 2015 timed to precede the adoption of the new FEMA floodplain maps.

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. A substantial amount of feedback from area residents was received at neighborhood meetings held in the spring and summer. The purpose of these meetings was to discuss proposed zoning boundaries for the new "Heritage Residential" zoning district, as well as dimensional regulations (height, setbacks etc), basic use requirements, and architectural design standards for new construction. The Planning Board approved the posting of the draft zoning amendments at their meeting on September 23<sup>rd</sup> and scheduled a public hearing for their October 14<sup>th</sup> meeting. Information on the project 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 September, with the consultant bringing a draft recommendation of a preferred alternative plan to the Transportation Advisory Commission for review. This plan involves reconfiguring lanes along Chestnut Street, and Main Street, as well as reworking the intersections at the Lower and Upper Square. In total the project reduces pedestrian crossings, improves streetscape and adds wayfinding and other elements to improve the urban street network. A public hearing on this project is scheduled for October 27<sup>th</sup>.

The Department of Planning and Community Development continues to work with a citizen committee to oversee an update to the Land Use Chapter of the Master Plan. This document guides development and suggests changes to the community's land use regulations. Work is on target to be completed in late October 2014. On September 17<sup>th</sup>, the committee and staff met with the consultant to review the draft text and a future land use map created for the chapter.

The Department of Planning and Community Development continues to work with the developer of the First Street parking lot to address lighting and landscaping improvements. In addition, staff is interacting with the developer to plan out and implement the public improvements required by the Land Development Agreement. In addition, staff coordinated documentation of work 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 September planning staff worked with the Police Department and City Manager to finalize the agreements relative to the agreement for the purchase of 4000 + square feet of land on Washington Street and 85 square feet on Chestnut Street. The agreements should be signed in early October.

Work on drafting the 2016-2021 Capital Improvement's Program was completed in September. Planning staff reviewed selected projects with departments, and worked with IT staff to develop the orientation video and web site. The Director of Planning and Community Development attended the Joint Building Committee for the CTC/High School to review the High School/CTC submission to update past numbers.

The Department of Planning and Community Development partnered with Johnson Controls and applied for a solar array grant from the NH Public Utilities Commission. The array would be located at the City's Waste Water Treatment Facility Photovoltaic System and the City would provide 25%. The array would provide substantial power to the plant. The estimated payback on the PV system is 6.4 years, or approximately \$16,500 per year in savings. Johnson Controls was the company that the City hired for its Energy Services Contract (ESCO) to facilitate energy improvements to most City owned buildings. The City has been and will realize those savings for many years to come.

The Department of Planning and Community Development applied for a grant from the NH Department of Transportation (NHDOT) for alternative transportation grant (TAP) to complete the Community Trail and provide off road alternatives to students heading to both the High School and Middle School.

**Technical Review Committee:** Reviewed the following

- ✓ A Site Plan Review for Changing Places, LLC, (Owners: Robert Mairs, Bellamy Management Corp. and Cammar Properties, LLC), Assessor's Map 24, Lot 104, 104A & 103 zoned CBD-G, located at 44 Portland Avenue and 26 School Street (one 21,730 sq. ft. mixed use building with 7,260 sq. ft. of commercial space on the first floor with 10 residential units above, and one 6,912 sq. ft. building with 9 residential units). (P14-45) [Previous TRC held on June 19, 2014]
- ✓ An Open Space Subdivision of land for Changing Places, LLC (Owner: Jeffrey & Diane White), Assessor's Map F, Lot 15, zoned R-40, located on Emerald Lane. (P14-58) (49 lots)
- ✓ A Site Plan Review 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, (proposed construction of approximately 140,000 sq. ft. of storage warehouse space in 17 structures with a 2,400 sq. ft. office and manager's apartment, with associated access and 185,000 sq. ft. of paved area). (P14-31) [Previous TRC held on May 29, 2014]

### Planning Board:

- ✓ Approved a Conditional Use Permit for Adam, Jade & Sheryl Fogg, Assessor's Map L, Lot 13, zoned R-20, located at 25 Nute Road. Replace existing house and garage with new house and garage in a single structure. Total permanent impact to Conservation District is 3,900 sq. ft.
- ✓ Approved a Conditional Use Permit per Chapter 170-20-B for The Housing Partnership, (Owner: Roman Catholic Bishop of Manchester, NH), Assessor's Map 27, Lots 2, 3, 4 & 15, zoned CBD-General, located at 577 Central Avenue. (Relief from 75% building coverage requirement and from requirement that the building be 24 feet or less from side property line).
- ✓ Approved a Conditional Use Permit for reduced parking per Chapter 170-44-I for The Housing Partnership, (Owner: Roman Catholic Bishop of Manchester, NH), Assessor's Map 27, Lots 2, 3, 4 & 15, zoned CBD-General, located at 577 Central Avenue.
- ✓ Approved a Conditional Use Permit per 170-20-B for The Housing Partnership, (Owner: Roman Catholic Bishop of Manchester, NH), Assessor's Map 27, Lots 2, 3, 4 & 15, zoned CBD-General, located at 577 Central Avenue. (Relief from prohibition of residential on first floor).
- ✓ Approved a Site Plan for The Housing Partnership, (Owner: Roman Catholic Bishop of Manchester, NH), Assessor's Map 27, Lots 2, 3, 4 & 15, zoned CBD-General, located at 577 Central Avenue. (One mixed use 5-story building (60,918 sq. ft.) with 41 residential units and 14,018 sq. ft. of commercial space and one 21,170 sq. ft. 2-story building with 6 residential units).
- ✓ Posted a zoning ordinance amendments for the Heritage Residential District.
- ✓ Approved a Conditional Use Permit for the Storage Barn, LLC (Owner: Jeff and Diane Weeden), Assessor's Map D, Lots 15 & 16, zoned B-4, located at 389 Sixth Street. Proposal is for self storage warehouse units, driveways & site grading that impact the 50-foot wetlands buffer.
- ✓ Approved a Conditional Use Permit for a Conditional Use Permit for reduced parking per Chapter 170-44-I for the Storage Barn, LLC (Owner: Jeff & Diane Weeden), Assessor's Map D, Lots 15 & 16, zoned B-4, located at 389 Sixth Street. Proposal is for 57 parking spaces where 125 are required.
- ✓ Tabled a Site Plan Review 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 St. (140,000 sq. ft. of warehouse in 17 structures & 2,400 sq. ft. office & apartment).
- ✓ Approved a Minor Lot Line Adjustment for Denis & Denise Couturier and Wilbur & Shirley Drew, Assessor's Map F, Lots 8 & 8-D, zoned R-40, located at 292 Tolend Road.
- ✓ Approved a Minor Subdivision for Richard and Stephanie Lund, Assessor's Map J, Lot 13, zoned R-40, located at 38 Piscataqua Road (1 lot subdivided into 2).

## **Zoning Board**

Did not meet.

## **Transportation Advisory Commission**

- ✓ Received a presentation on the Downtown Pedestrian and Vehicular Access and Streetscape Study – update from The Cecil Group
- ✓ Recommended improved signage and striping for the Dover Community Trail crossing at Washington Street
- ✓ Reviewed and took no action on a parking concern at 12 Portland Avenue
- ✓ Recommended lane striping improvements to the intersection of French Cross and Tolend Roads
- ✓ Endorsed an application for Transportation Alternatives Program grant
- ✓ Received a CIP update on proposed roadway improvement projects

## **The Housing Standards Board**

Met to review the status of the following properties:

- ✓ 716 Central Avenue
- ✓ 9 Fifth Street
- ✓ 11 Court Street
- ✓ 179 Locust Street
- ✓ 20 Preble Street

## **Energy Commission**

Met to discuss:

- ✓ Littleworth Road Solar Array Update
- ✓ Evaluation of City owned buildings and properties for PPA/Community Solar Project
- ✓ Update on Presentation to City Council re: letter providing comments on State Energy Draft Plan
- ✓ Grant Application Update
- ✓ Energy Commission Goal Setting

### **Conservation Commission**

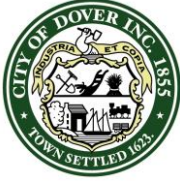
- ✓ Endorsed a NHDES Wetlands Permit and City of Dover Conditional Use Permit for Adam, Jade and Cheryl Fogg, Assessor's Map L, Lot 13, zoned R-20, located at 25 Nute Road. - Proposal is to replace an existing house and garage with a new house and garage in a single structure, within the Conservation District adjacent to the tidal Bellamy River. The total permanent impact is 3,900 square feet.
- ✓ Endorsed a City of Dover Conditional Use Permit for the Storage Barn, LLC (Owner: Jeff and Diane Weeden), Assessor's Map D, Lots 15 & 16, zoned B-4, located at 389 Sixth Street. Proposal is to build self storage warehouse units, parking lots and site grading that will impact the 50-foot wetlands buffer.
- ✓ Endorsed a NHDES Wetlands Permit for Patrice Foster (Agent: Riverside & Pickering Marine Contractors), Assessor's Map L, Lot 89-B, zoned R-20, located at 192 Dover Point Road. Proposal is to conduct work adjacent to the Piscataqua River in a tidal wetland to replace an existing dock with a new gangway, landing float, main float, and 3 finger floats.

### **Transportation Advisory Commission**

- ✓ Received a presentation on the Downtown Pedestrian and Vehicular Access and Streetscape Study – update from The Cecil Group
- ✓ Recommended improved signage and striping for the Dover Community Trail crossing at Washington Street
- ✓ Reviewed and took no action on a parking concern at 12 Portland Avenue
- ✓ Recommended lane striping improvements to the intersection of French Cross and Tolend Roads
- ✓ Endorsed an application for Transportation Alternatives Program grant
- ✓ Received a CIP update on proposed roadway improvement projects



Did you know that the City has 2,526 acres of permanent conservation land?



**CITY OF DOVER**

## JOINT MEETING OF THE CITY COUNCIL AND PLANNING BOARD MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Room 305, McConnell Center**  
Meeting Date: **Wednesday, October 1, 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

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

**Planning Board:** Chairperson Dennis Ciotti, Vice-Chairperson Kirt Schuman, C. Plante, L. Skinner, F. Torr, G. Cruikshank, M. Fogarty, C. Lawrence.

**Absent:** Planning Board member Gary Green.

**Also Present:** City Manager Joyal, General Legal Counsel Blenkinsop, Planning and Community Development Director Parker, City Clerk Lavertu, and City Engineer White.

### 5. DISCUSSIONS

Deputy Mayor Carrier moved to suspend the rules and have the City Manager Joyal speak regarding the Kelley's Row issue; seconded by Councilor O'Connor.

Vote: U/A.

City Manager Joyal gave an update to the Council and Planning Board regarding the Kelley's Row issue. He said the restaurant has decided to close permanently.

Mayor Weston asked the owners of Kelley's Row to reconsider their decision.

#### A. CAPITAL IMPROVEMENTS PROGRAM (CIP) PRESENTATION

Director Parker introduced the CIP video.

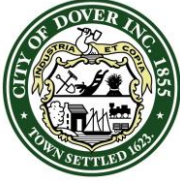
CIP Video was played.

Director Parker went over the CIP book with the Council and Planning Board. He answered questions from the Council and Planning Board regarding specific projects in the CIP.

Finance Director Lynch gave an overview of the funding for the CIP projects.

Director Parker gave an overview of the Planning Board's next steps regarding the CIP.

City Manager Joyal gave an overview of the Council's next steps regarding the CIP.



**CITY OF DOVER**

## JOINT MEETING OF THE CITY COUNCIL AND PLANNING BOARD MINUTES

Meeting Type: **Workshop Session**  
Meeting Location: **Room 305, McConnell Center**  
Meeting Date: **Wednesday, October 1, 2014**  
Meeting Time: **7:00 pm**

### 6. CITIZEN'S FORUM

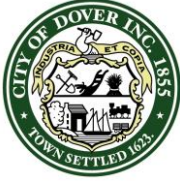
*Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.*

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

### 7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Gagnon.  
Vote: U/A.

DRAFT



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 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. PROCLAMATIONS/AWARDS – None

### 6. APPROVAL OF AGENDA

Councilor Hooper moved to add the School Board Report.

Deputy Mayor Carrier moved to add as Item 13.B.4.: Dover Main Street Business Assistance Grant Program.

Councilor Cheney moved to add two items to Council Correspondence: Letter from Mr. Ronald Huml, and a letter from herself.

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

Vote: 9/0.

### 7. PUBLIC HEARINGS

#### A. CHAPTER 131 – OFFENSES

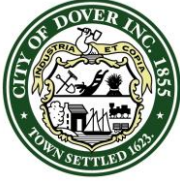
SPONSORED BY MAYOR WESTON BY REQUEST

**Mary Hebbard, 97 Spruce Lane:** She spoke against the Ordinance change and urged the Council to vote no.

**Donald Medbery, 3 Covered Bridge Lane:** He spoke against the Ordinance change.

**Aimee Dion, 3 Earle Street :** She spoke in favor of the Ordinance change.

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: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

**B. ADVANCED REFUNDING FOR CITY OF DOVER JUNE 15, 2005 GENERAL OBLIGATION BONDS AND AUTHORIZATION TO ISSUE REFUNDING BONDS (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL, WITH CITY COUNCIL VOTE TO OCCUR ON OCTOBER 22, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**

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

**C. AUTHORIZATION FOR PARTICIPATION IN STATE OF NEW HAMPSHIRE DRINKING WATER STATE REVOLVING LOAN FUND FOR WILLAND POND WATER MAIN IMPROVEMENT FY2014 CIP PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL, WITH CITY COUNCIL VOTE TO OCCUR ON OCTOBER 22, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**

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

### 8. CITIZEN'S FORUM

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

**Charles Lewis, 10 Whittier Street:** He talked about the need for sidewalks on Whittier Street. He asked the Council if they supported him on this.

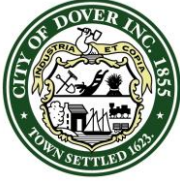
Mayor Weston said the City Manager will address it during the City Manager's Report.

**Jeffrey Brissette, Fieldstone Drive:** He spoke about the Tolend Road and Watson Road change order, and the incorrect statements with the City Manager's comments at the September 24, 2014 meeting.

**Donald Medbery, 3 Covered Bridge Lane:** He spoke about the Watson Road closure, and said it wasn't in the plans for the work. He also spoke about Citizen's Forum resolutions and said it should be before and after discussions in a Workshop Session. He also mentioned the other problems with Tolend Road and said he wanted answers.

**Mary Hebbard, 97 Spruce Lane:** She referred to Item #12.C.2. and urged the Council to vote yes. She referred to Item 13.A.3. regarding the traffic signals and said this should be forwarded to a workshop. She referred to Item 13.A.11. and spoke against it. She also asked the Mayor for an update on the refugee issue.

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



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

### 9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing. He gave an overview of upcoming budget meetings. He gave an overview regarding the parking campaign to the Council. He recognized Planning and Community Development Director Parker and gave him a Certificate of Achievement.

Mayor Weston asked about the sidewalk on Whittier Street. City Manager Joyal asked City Engineer White to speak to the Council regarding the project. Mr. White gave an overview of the project to the Council. He said the project includes the Whittier Street Bridge, and the State moved their funding for the bridge to 2017 and the sidewalk will be designed in 2018 and put in soon thereafter.

Mayor Weston requested a sidewalk for Atlantic Avenue and if it was in the CIP. Director Parker said it was in the CIP.

Councilor O'Connor started discussion on the traffic signals. Director Parker addressed some issues.

City Manager Joyal gave an overview on the Tolend Road project. He said he is in the process of setting up workshops with the engineers.

Councilor O'Connor talked about needing a light on Chestnut Street. Community Services Director Steele said the request has been received and he will follow up on it.

Councilor Thibodeaux asked about parking in the Orchard Street lot and the people who lease them. City Manager Joyal said alternative parking has been issued for the leased parking spots.

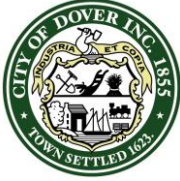
Councilor McManus referred back to the Tolend Road project and suggested that they stop construction.

Mr. White said it wasn't advantageous for the City to stop construction. Mayor Weston asked for an explanation of the bid process. Mr. White gave an overview of the process to the Council.

Councilor Cheney discussed the change in the role of the General Legal Counsel. City Manager Joyal said it was the wording that changed and can be changed again. The role of the General Legal Counsel has not changed.

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

Vote: 8/1; Passed. Councilor Cheney was opposed.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

### 10. APPROVAL OF MINUTES

#### A. September 24, 2014 – Regular Meeting

Deputy Mayor Carrier moved for the approval of the minutes; seconded by Councilor O'Connor. Councilor McManus referred to the last page, Council Matters of Interest, and said the meeting at Café on the Corner should be 9:00 to 11:00 am.

Vote: 9/0.

### 11. MAYOR'S REPORT

Mayor Weston attended the event for Mike Pomp's 30<sup>th</sup> anniversary in broadcasting. She attended the Irish Festival. She attended the unveiling of the bikerack at the Children's Museum. Lastly, she attended the Apple Harvest Day.

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

Vote: 9/0.

### 12. UNFINISHED BUSINESS

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

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

##### 1. CHAPTER 131 – OFFENSES

###### SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor. Councilor Gagnon asked for a friendly amendment in order to get these properties posted.

Councilor Cheney said she would support posting the Willand Pond area, Schools, and cemeteries.

Councilor McManus moved to strike the words under 131-23. A. "city owned land comprising and/or abutting", "unless authorized in writing by the City Manager", and "(4) Tolend Landfill". Seconded by Councilor O'Connor.

Deputy Mayor Carrier said there is still work being done at the Tolend Landfill and there shouldn't be hunting out there.

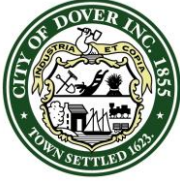
City Manager Joyal explained the posting requirements. He said a consultant has been working the area when he heard shots close to him.

Councilor Cheney asked to add to the friendly amendment by changing #1 to add "and adjacent parks".

Mayor Weston there is a motion.

Councilor McManus withdrew his motion.

Councilor O'Connor withdrew his second.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

Councilor Cheney moved to strike the words under 131-23. A. “city owned land comprising and/or abutting”, “unless authorized in writing by the City Manager”, and “(4) Tolend Landfill”; and change #1 to add “and adjacent park”. Seconded by Councilor McManus.

Deputy Mayor Carrier reiterated that people work at the Tolend Landfill and shouldn't be in fear of their life.

Councilor Garrison asked Councilor Cheney to leave Tolend Landfill on the list, because he felt the whole Council would support it.

Councilor Cheney said she didn't feel that Tolend Road belonged on this list.

Councilor McManus moved the question; seconded by Councilor O'Connor.

Vote: 9/0.

Mayor Weston asked for a vote on the amendment.

Vote: 3/6; Failed. Mayor Weston, Councilor Cheney, and Councilor McManus voted in favor.

Councilor Garrison moved to strike the words under 131-23. A. “city owned land comprising and/or abutting”, “unless authorized in writing by the City Manager”, and change #1 to add “and adjacent parks”. Seconded by Councilor Gagnon.

Vote: 6/3; Passed. Mayor Weston, Councilor Cheney, and Councilor McManus were opposed.

Mayor Weston asked for a vote on the amended resolution.

Roll Call Vote: 7/2; Passed. Mayor Weston and Councilor Cheney were opposed.

### **C. RESOLUTIONS**

#### **1. 2014-2015 CITY COUNCIL RULES CHANGE – ORDER OF BUSINESS (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL) SPONSORED BY MAYOR WESTON**

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

Mayor Weston gave an overview of the resolution to the Council.

Councilor O'Connor asked to make a friendly amendment to have Citizen's Forum at the beginning and end of a Workshop session; seconded by Councilor Cheney.

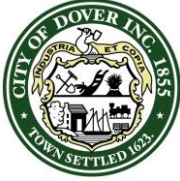
Councilor Garrison suggested that the following resolution not be seconded if this one passes.

Councilor Cheney said she would withdraw the next resolution.

Vote: 3/6; Failed. Councilor Cheney, Councilor McManus, and Councilor O'Connor voted in favor.

Mayor Weston asked for a vote on the original resolution.

Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

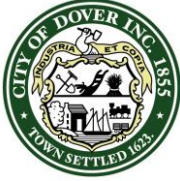
**2. 2014-2015 CITY COUNCIL RULES CHANGE – ORDER OF BUSINESS  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL  
SPONSORED BY COUNCILOR CHENEY**

Councilor Cheney moved to withdraw the resolution; seconded by Councilor Hooper.  
Vote: 9/0.

### **13. NEW BUSINESS**

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

- 1. RAFFLE – Community Action Partnership of Strafford County**
- 2. RAFFLE – Pet Tails Rescue**
- 3. RESOLUTION: B08043 AWARD OF ADDITIONAL SCOPE OF SERVICES  
TRAFFIC SIGNAL PROGRAM SEBAGO TECHNICS  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 4. RESOLUTION: B15004 SEGREGATION AND RECYCLING OF CONSTRUCTION  
DEBRIS AND DEMOLITION WASTE  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 5. RESOLUTION: B15005 NATURAL GAS SUPPLIER  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 6. APPLICATION FOR LOT RESTORATION – 3 COLUMBUS AVENUE  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 7. NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES  
STANDARD LEASE AGREEMENT  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 8. THE PORTABLE PANTRY PERSONAL CHEF SERVICE, LLC LEASE  
ASSIGNMENT FROM COOK & BAKER, LLC  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 9. McCONNELL CENTER SUBLEASE – EASTER SEALS NEW HAMPSHIRE AND  
REACH FOR THE TOP THERAPY SERVICES PLLC  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 10. OUTSIDE LEGAL/LITIGATION CONSULTING SERVICES  
SPONSORED BY MAYOR WESTON BY REQUEST**
- 11. CITY OF DOVER AND 44 PORTLAND AVENUE, LLC LICENSE AGREEMENT FOR  
PARKING  
SPONSORED BY MAYOR WESTON BY REQUEST**



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

### COMMITTEE REPORTS

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

Deputy Mayor Carrier moved to adopt the Consent Calendar; seconded by Councilor Hooper. Mayor Weston asked the Council if they had items they would like pulled for further discussion. Councilor Hooper asked to pull Item 13.A.1. and the School Board Report. She will recuse herself from the vote on Item 13.A.1.

Councilor McManus asked to pull Items 13.A.3. and 13.A.5.

Councilor Cheney asked to pull Items 13.A.6., 13.A.7., 13.A.8., 13.A.9, and 13.A.10.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.1.; seconded by Councilor Thibodeaux. Vote: 8/0. Councilor Hooper recused herself.

Deputy Mayor Carrier moved for the adoption of 13.A.3.; seconded by Councilor O'Connor. Councilor McManus referred to Citizen's Forum comments and said there are problems with this resolution. He said the Council should have a Workshop regarding this issue.

City Manager Joyal agreed that a Workshop would be a good idea.

Councilor McManus moved to table this resolution until date uncertain; seconded by Councilor Cheney.

Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.5.; seconded by Councilor McManus.

Councilor McManus said he was confused by the language if it was a group bid or just the City.

City Manager Joyal gave an overview of the process. He said the price is just for the City of Dover, but the bid also covered the School and Dover Housing Authority.

Councilor Cheney started a discussion about the background information regarding the other bids being a link and not included in the packet.

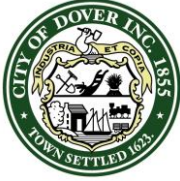
City Manager Joyal said they were doing as the Council asked to conserve paper. He said the Council can change it during Council Matters of Interest.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.6.; seconded by Councilor Cheney.

Director Parker gave an overview of the resolution to the Council.

Roll Call Vote: 8/0. Councilor McManus was absent from the Chambers.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

Deputy Mayor Carrier moved for the adoption of 13.A.7.; seconded by Councilor Thibodeaux. Recreation Director Bannon gave an overview of the resolution to the Council.  
Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.8.; seconded by Councilor Cheney. City Manager Joyal gave an overview of the resolution to the Council.  
Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.9.; seconded by Councilor Cheney. Director Bannon gave an overview of the resolution to the Council.  
Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.11.; seconded by Councilor Cheney. Director Parker said this issue is on the next Planning Board meeting, and gave an overview of the resolution to the Council.  
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 Thibodeaux.  
Vote: 9/0.

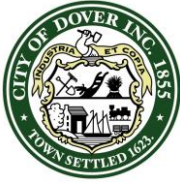
### **B. RESOLUTIONS**

**1. ADOPTION OF FY2016-2021 CAPITAL IMPROVEMENTS PROGRAM  
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 22, 2014, WITH CITY  
COUNCIL VOTE OCCURRING ON NOVEMBER 12, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 12, 2014; seconded by Councilor Garrison.  
Vote: 9/0.

**2. APPROPRIATION FOR FY2015 CAPITAL IMPROVEMENTS PROGRAM –  
NON-DEBT FINANCED PROJECTS  
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)  
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 22, 2014, WITH CITY  
COUNCIL VOTE OCCURRING ON NOVEMBER 12, 2014)  
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 12, 2014; seconded by Councilor O'Connor.  
Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

**3. APPROPRIATION FOR FY2016 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 22, 2014, WITH CITY COUNCIL VOTE OCCURRING ON NOVEMBER 12, 2014) SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 12, 2014; seconded by Councilor Gagnon.  
Vote: 9/0.

**4. DOVER MAIN STREET BUSINESS ASSISTANCE GRANT PROGRAM SPONSORED BY MAYOR WESTON AND DEPUTY MAYOR CARRIER**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Gagnon.  
City Manager Joyal gave an overview of the resolution to the Council.  
Councilor Cheney moved to add the application as part of the background information for the resolution; seconded by Councilor O'Connor.  
Vote: 9/0.

Councilor Garrison moved to suspend the rules to continue the meeting past 10:30 pm to complete the agenda; seconded by Deputy Mayor Carrier.  
Roll Call Vote: 8/1; Passed. Councilor Hooper was opposed.

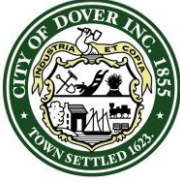
Roll Call Vote: 9/0.

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

**14. COUNCIL CORRESPONDENCE**

- A. Letter from xfinity, dated September 15, 2014.**
- B. Letter from Ronald Huml, dated October 3, 2014**
- C. Letter from Councilor Cheney, dated October 8, 2014.**

Deputy Mayor Carrier moved to place correspondence on file; seconded by Councilor Hooper.  
Mayor Weston read Mr. Huml's letter into the record.  
Vote: 9/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, October 8, 2014**  
Meeting Time: **7:00 pm**

### 15. COUNCIL MATTERS OF INTEREST

Councilor McManus spoke about the two Fire Department Unions' work on Operation Warm, an organization that provides new winter coats for kids.

Councilor Cheney mentioned that Thursday was "Walk to School Day". She spoke about her correspondence that was just placed on file. She has put in her application to be on the board of trustees for the HealthTrust organization. She spoke about the check being cut to the City from HealthTrust.

City Manager said the City received it in September.

Councilor Garrison gave an update on the Municipal Legislative Policy meeting.

Councilor Gagnon spoke about creating an architectural review board.

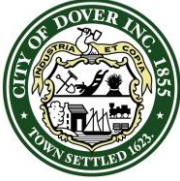
Councilor Thibodeaux reminded the citizen's of her Coffee with the Councilor this Saturday, 11:00 am to 1:00 pm.

The Council discussed possible nights for a workshop with the engineers regarding Watson Road and Tolend Road.

### 16. ADJOURNMENT

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

Vote: 9/0.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2014.09.24 – 99**  
Resolution Re: **Advanced Refunding for City of Dover June 15, 2005  
General Obligation Bonds and Authorization to Issue  
Refunding Bonds**

WHEREAS: The City of Dover issued \$10,740,000 of General Obligation Bonds on June 15, 2005 to finance public improvements; and

WHEREAS: The City, through financial advisors Public Financial Management, has estimated that an advanced refunding of the June 15, 2005 bonds would result in significant budgetary savings for the City of Dover; and

WHEREAS: The City Council desires to authorize the issuance of refunding bonds for the purpose of refinancing certain outstanding bonds of the City in order to achieve debt service savings on account of previously issued bonds of the City; and

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

In accordance with the City Charter and the New Hampshire Municipal Finance Act (RSA Chapter 33) and any other enabling authority, hereby authorize the issuance and sale of general obligation refunding bonds of the City of Dover in a principal amount of \$4,500,000 required for the purpose of paying the principal and interest of and any redemption premium on outstanding City of Dover June 15, 2005 General Obligation Bonds in order to achieve debt service savings. The full faith and credit of the City is hereby pledged for the principal and interest on said refunding bonds. The refunding bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the refunding bonds.

**NOTE: This resolution requires a Public Hearing and the public hearing must be duly advertised in a local newspaper 7 days prior to the public hearing. A 2/3 favorable vote of all members of the City Council is required for passage with the vote deferred until at least three (3) days after public hearing.**

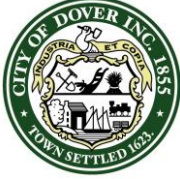
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

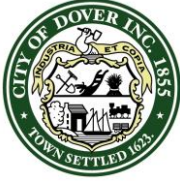
Resolution Number: **R – 2014.09.24 – 99**  
Resolution Re: **Advanced Refunding for City of Dover June 15, 2005  
General Obligation Bonds and Authorization to Issue  
Refunding Bonds**

### DOCUMENT HISTORY:

First Reading Date: 09/24/2014	Public Hearing Date: 10/08/2014
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#: 12.C.1.

Resolution Number: **R – 2014.09.24 – 99**  
Resolution Re: **Advanced Refunding for City of Dover June 15, 2005  
General Obligation Bonds and Authorization to Issue  
Refunding Bonds**

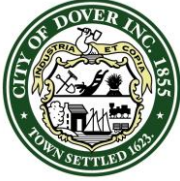
### RESOLUTION BACKGROUND MATERIAL:

On June 15, 2005 the City of Dover issued \$10,740,000 in General Obligation Bonds to finance public capital improvements.

Public Financial Management, the financial advisors that coordinate our bond sales, provided calculations for the refunding of the 2005 bonds. By moving now to refund these bonds and therefore benefit from current low market rates, the General, Water and Sewer Funds can realize a total estimated savings of \$353,000 over the next 11 years. The annual savings in debt service is estimated at approximately \$32,000 through the remaining life of the bonds.

In accordance with NH RSA 33:3-d *Refunding Bonds*, a municipality may authorize the issuance of refunding bonds in order to pay all or part of any issue of bonds called or to be called for redemption. The authorization and issuance of refunding bonds shall be subject to the same requirements and provisions of RSA 33:8-a.

In accordance with City Charter C6-14, the City Council, by resolution, may authorize the borrowing of money for any purpose within the scope of the powers vested in the city and the issuance of bonds of the city and may pledge the full faith, credit and resources of the city for the payment of the obligation created thereby.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2014.09.24 - 100**  
 Resolution Re: Authorization for Participation in State of NH Drinking Water State Revolving Loan Fund for Willand Pond Water Main Improvement FY14CIP Project

WHEREAS: Annually the City Council desires to make public improvements and finance these improvements through sources deemed most advantageous to the City; and

WHEREAS: On December 12, 2012 the Dover City Council approved the FY14-FY19 six-year Capital Improvements Program (CIP), which included an appropriation in FY14 for Willand Pond Water Main Improvements and authorized issuing \$1,416,367 in bonds to finance the project; and

WHEREAS: The City has been notified by the State of NH Department of Environmental Services (NH DES) that funding is available through the Drinking Water State Revolving Fund in conjunction with Federal funding; and

WHEREAS: The City has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-C 510, which relate to loans from the Drinking Water State Revolving Fund and deems it to be in the public interest to file a loan application in lieu of issuing general obligation bonds to finance the FY14 CIP appropriation for the Willand Pond Water Main Improvements project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover's participation in the NH Drinking Water State Revolving Fund (DWSRF) Program is hereby authorized for financing the Willand Pond Water Main Improvements project. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH DWSRF Program and obtain loans through the program for the Willand Pond Water Main Improvements project.

**NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.**

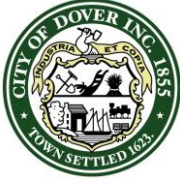
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Weston  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

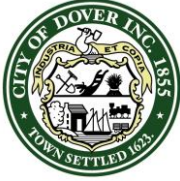
Resolution Number: **R - 2014.09.24 - 100**  
 Resolution Re: Authorization for Participation in State of NH Drinking  
 Water State Revolving Loan Fund for Willand Pond Water  
 Main Improvement FY14CIP Project

### DOCUMENT HISTORY:

First Reading Date: 09/24/2018	Public Hearing Date: 10/08/2014
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#: 12.C.2.

Resolution Number: **R - 2014.09.24 - 100**

Resolution Re: Authorization for Participation in State of NH Drinking Water State Revolving Loan Fund for Willand Pond Water Main Improvement FY14CIP Project

### **RESOLUTION BACKGROUND MATERIAL:**

Annually the Dover City Council approves a six-year Capital Improvements Program (CIP). Annually the City Council desires to make public improvements and finance these improvements through sources deemed most advantageous to the City.

On December 12, 2012 the Dover City Council approved the FY14-FY19 six-year Capital Improvements Program (CIP), which included an appropriation in FY14 for Willand Pond Water Main Improvements and authorized issuing \$1,416,367 in bonds to finance the project.

The City of Dover has been informed that the Willand Pond Water Main Improvements project is an eligible project for loan funding through the NH Drinking Water State Revolving Fund (DWSRF) Program (RSA 486:14). Recently, the DWSRF Program has notified the City that funding may be available through the DWSRF Program, to include the potential of a portion of the funding coming from Federal funds. In the event utilization of the DWSRF is most advantageous to the City of Dover, the City Manager, Finance Director and Treasurer will, on behalf of the City, file and participate in the DWSRF in lieu of issuance and sale of general obligation bonds.

An SRF loan (binding commitment) will be required for the total eligible cost of the project. Loan funds will be disbursed throughout the duration of the project by means of disbursement requests submitted to the DWSRF Program by the City. Upon completion of the project, a Supplemental Loan Agreement (SLA) will establish the final terms of the loan and include an amortization schedule for loan repayment. The amortization schedule will also establish the amount of principal forgiveness based on Federal funding committed to the project. The DWSRF Program has currently estimated 15% level of principal forgiveness is available for the project; this would result in an estimated \$212,455 savings for the City.

This resolution does not authorize an appropriation. The City Council previously authorized the appropriation of \$1,416,367 for this project in the FY14 CIP. This resolution does not authorize an increase in the indebtedness of the City's Water Fund. The City Council previously authorized debt financing the \$1,416,367. This resolution authorizes the City to utilize a different form of debt financing for the project and be eligible for 15% principal forgiveness.



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

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

Organization Name: Cochecho Country Club
Federal Tax ID number for Organization: 020120120

Check (v) Nature of Organization:

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

Contact Person: Susan Jones Day Time Telephone: (603) 674-0397

Address: 10 JENKINS ROAD MADRURY NH Email: JILLIS@COMCAST.NET

Purpose of Permit: FUND RAISING FOR COCHECHO VALLEY HUMANE SOCIETY + FOOD Pantry

Date of Event: NOV 2, 2014 Specific Time: 3:30 PM

Location of Event: Cochecho Country Club

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: 20% to WINNER 40% CVHS + 40% Food Pantry

Cost of Ticket: 500 balls, 2500 each Date of Drawing: NOV, 2, 2014

Place of Drawing: Cochecho Country Club

\* 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: N/A

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: N/A

Printed Name:

Licensing Board Approval [Signature] Date: 10/10/14

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: Susan Jones DATE: 10-7-2014

## **Summary of the Golf Ball Drop:**

**Seacoast Helicopter will fly from Pease to Cochecho Country Club and arrive around 3:30 pm on November 2, 2014**

**Seacoast Helicopter will take the rear door off the helicopter and have a person sitting in the back with the two bags of balls.**

**Seacoast Helicopter will do a loop or two around the 6<sup>th</sup> hole for dramatic effect (and to scope out the drop zone)**

**Seacoast Helicopter would then come to a hover 150 feet or so above the 6<sup>th</sup> hole and dump the bags out onto the fairway.**

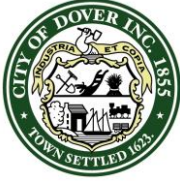
**The drop area will need to be at least 100 yds. away from spectators and there will have roping off between spectators and the target. The roping off is merely to create a visual barrier. There is also a written agreement with the helicopter service including holdharmless and indemnification wording on the club's behalf with the requirement that CCC be named as Additional Insured on their liability policies and a Certificate of Insurance provided well in advance of the event.**

**Both Cochecho Country Club and Seacoast Helicopter have Certificate of Insurance.**

**Both Dover Food Pantry and Cocheco Humane Society have been notified of the event while in its planning stages.**

**Thank you for your consideration,**

**Suzy Jones  
Cell: 603-674-0397  
10 Jenkins Road  
Madbury . NH  
03823**



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2014.10.22 – 115**

Resolution Re: Award of Repair Services for Smeal Quint by NE Fire Equipment & Apparatus Corp

WHEREAS: The City solicited sealed bid B00019 for fire apparatus on November 18, 1999 at 2:00 pm; and

WHEREAS: The City received three bids and awarded to NE Fire Equipment & Apparatus Corporation of CT for a 2000 Smeal Quint. The areal portion of this unit has been placed out of service due to corrosion issues involving the outrigger tubes which are used to stabilize the vehicle when the aerial is in use. NE Fire Equipment and Apparatus Corp has provided a quote for the repairs in the amount of \$38,758.14. These repairs are necessary to allow continued use of the vehicle to its full potential and extend its life until it is replaced as part of the fleet program in 2019. It is the recommendation to allow the manufacturer of the unit to provide repair services in the amount of \$38,758.14.

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 NE Fire Equipment & Apparatus Corp for needed repairs to the 2000 Smeal Quint at the rates provided on 8/13/14 in the amount not to exceed \$38,758.14. The amount of this authorization shall be limited so as not to exceed available funding.

### Financing

Account	Description	Appropriation	Balance
1000.1.220.42220.4434	F&R Vehicle Maint	60,206	43,489

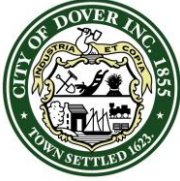
### AUTHORIZATION

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.2.

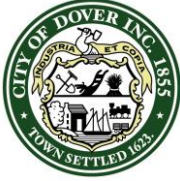
Resolution Number: **R – 2014.10.22 – 115**  
Resolution Re: Award of Repair Services for Smeal Quint by NE Fire Equipment & Apparatus Corp

### 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.2.**

Resolution Number: **R – 2014.10.22 – 115**  
Resolution Re: Award of Repair Services for Smeal Quint by NE Fire Equipment & Apparatus Corp

### RESOLUTION BACKGROUND MATERIAL:

The 2000 Smeal “Quint”, which serves as a pump with a 55’ ladder on top is used as an Engine but also is used as a backup aerial when the primary ladder is out of service or is limited by access. The aerial portion of the vehicle was recently placed out of service by the manufacturer due to corrosion issues involving the outrigger tubes which are used to stabilize the vehicle when the aerial is used. This limited service declaration greatly reduces the ability to reach certain structures and rooflines during fire emergencies. This ladder, while not as big as our primary ladder is able to access areas that the primary ladder cannot. These repairs are necessary to be able to continue to use the vehicle to its full potential and extend its life until it is replaced as part of the fleet replacement program in 2019.

The work on the 2000 Smeal Quint will be performed at the dealership in North Haven, CT. The manufacturer uses custom made parts and the replacement parts will be manufactured to the specifications which are only available from the original manufacturer. New England Fire & Apparatus has performed work on this vehicle before and is aware of the issues and has done this type of repairs to other units in the past. The work being performed requires specific knowledge of the outrigger system along with the aerial wiring and control system. Each manufacturer has their own system which is why we are specifically going to the dealer who, in turn, is dealing with the original manufacturer so we can get assurances that the system is correct and safely repaired.

The ladder will be UL tested at the end of the repair and by having the dealer and manufacturer do the work will ensure the testing process will be able to test the unit back to its original specifications.

### Bid Information:

Original Bid in 1999 for 2000 Smeal Quint, repairs needed by manufacturer.

### Award Information:

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

### Purchasing Information:

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

# New England Fire Equipment & Apparatus Corporation

10 Stillman Road  
North Haven, CT 06473  
Tel: 203-239-5678  
Fax: 203-234-7398

## QUOTE

DATE	QUOTE NO.
8/13/2014	3533

NAME / ADDRESS
----------------

<b>Dover FD</b> <b>9-11 Broadway</b> <b>Dover, NH 03820</b>
---

Unit #	REP
Eng-4	<b>LF</b>

QTY	ITEM	DESCRIPTION	COST	TOTAL
		Dover, NH Unit# E-4 SO#2299 Chassis# 35464		
95	EL-10092	Cable, 16/18 ETT UL/CSA STL CTR, per foot	17.16	1,630.20
50	EL-10093	CABLE, 16/8 ETT UL/CSA STL CTR	11.88	594.00
95	EL-10706	Cord, 12/5 SO Port 12 Gauge 5 Wire	9.62	913.90
2	ST-10212	Cable, 3/8" X 60'-6", 7 X 19 GAC New Style 55' - 75' Front Base	349.72	699.44
2	ST-10210	Cable, 5/16" X 26'-11" X 7 X 19 Gauge, New Style 55' - 75' Front Mid	265.92	531.84
4	752-0011	RBR,CVR Rung 4-3/8" X 8-1/2" MX0269	21.38	85.52
4	774-0344	Clip, RBR Rung 8-1/2"	8.84	35.36
1	SMEAL	Rear outrigger tube boxes	7,649.88	7,649.88
2	Refurbishment	Outriggers clean sandblast beams, recondition cylinders, lighting and foot plates	3,800.00	7,600.00
1	Chassis Saver Progr...	Chassis Saver Program, needle scale and wire brush entire under carriage of truck, all frame rails and suspension parts. Then seal and coat everything with an epoxy under coating paint. Brushed and sprayed on.	4,500.00	4,500.00
28	Welding - Labor	Labor to - Cut out rear outrigger boxes and weld in new boxes	115.00	3,220.00
8	LABOR	LABOR TO - Remove rear outriggers and disconnect electrical, hydraulic, and wear pads	113.00	904.00
32	LABOR	LABOR TO - Replace steel and electrical aerial cables.	113.00	3,616.00
32	Welding - Labor	LABOR TO - Cut out and weld fish plating and gussets on torques box.	115.00	3,680.00
2	Welding - Labor	LABOR TO - Cut out and weld a new piece on right side base of aerial rot spot.	113.00	226.00

Any questions please contact Larry	<b>TOTAL</b>
------------------------------------	--------------

# New England Fire Equipment & Apparatus Corporation

10 Stillman Road  
North Haven, CT 06473  
Tel: 203-239-5678  
Fax: 203-234-7398

## QUOTE

DATE	QUOTE NO.
8/13/2014	3533

NAME / ADDRESS
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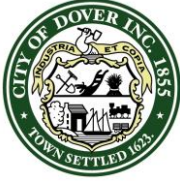
<b>Dover FD</b> <b>9-11 Broadway</b> <b>Dover, NH 03820</b>
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Unit #	REP
Eng-4	<b>LF</b>

QTY	ITEM	DESCRIPTION	COST	TOTAL
3	PAINT	PAINT LABOR TO - Grind, prime and paint all repaired spots on aerial	113.00	339.00
1	SMEAL	Remote antenna for aerial operation	133.00	133.00
1	PAINT	Paint and materials	650.00	650.00
1	Aerial Testing	Aerial Testing	1,750.00	1,750.00

Any questions please contact Larry

<b>TOTAL</b>	<b>\$38,758.14</b>
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**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.1.**

Resolution Number: **R – 2014.10.22 - 116**  
Resolution Re: APPROVAL OF GREAT BAY ROWING AND UNIVERSITY OF NEW HAMPSHIRE LEASES - BUTLER BUILDING

WHEREAS: Great Bay Rowing is the current tenant of the Butler Building under Lease Agreement from April 15, 2013 to November 1, 2014; and

WHEREAS: The University of New Hampshire seeks to negotiate a shared lease with Great Bay Rowing of the Butler Building, with each entity entering into a separate Lease Agreement with the City of Dover; and

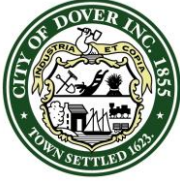
WHEREAS: The location the Leased Premises is the Butler Building, River Street, Dover, New Hampshire, space which contains 2,080 square feet, which will be divided equally among the two tenants.

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

The City Manager is authorized to sign Butler Building Lease Agreements with both Great Bay Rowing and the University of New Hampshire for a term from November 1, 2014 to August 30, 2015.

### AUTHORIZATION

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.1.**

Resolution Number: **R – 2014.10.22 - 116**  
Resolution Re: **APPROVAL OF GREAT BAY ROWING AND UNIVERSITY OF NEW HAMPSHIRE LEASES - BUTLER BUILDING**

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

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

### RESOLUTION BACKGROUND MATERIAL:

The City of Dover leases space at the Butler Building to non-profit organizations. The City is interested in seeing if viable rowing operations can take place in downtown Dover.



CITY OF DOVER

288 CENTRAL AVENUE  
DOVER, NH 03820  
WWW.DOVER.NH.GOV  
603.516.6000

## LEASE AGREEMENT

**THIS LEASE AGREEMENT** is made and entered into by and between:

**LESSOR:** **CITY OF DOVER, NEW HAMPSHIRE**, a New Hampshire municipality with a mailing address of 288 Central Ave., Dover, New Hampshire 03820 ("Lessor");

and

**LESSEE:** **GREAT BAY ROWING**, a New Hampshire voluntary corporation with a mailing address of P.O. Box 846, Durham, New Hampshire 03824 ("Lessee").

**IN CONSIDERATION** of the payment of rent and other charges and the covenants and conditions set forth in the following Lease, Lessor and Lessee hereby agree as follows:

### **ARTICLE 1 - LEASED PREMISES**

1.1 Lessor hereby leases to Lessee and Lessee hereby rents from Lessor the following described premises owned by the Lessor in Dover, New Hampshire:

Interior space consisting of approximately one thousand forty (1040) square feet (the "Leased Premises") of the 2,080 square feet, in what is known as the Butler Building, located on River Street, Dover, New Hampshire.

The Leased Premises does not include either the land lying thereunder or the exterior walls or roof of the building in which the Leased Premises are located. The Lessee understands that the other 1,040 square feet of the Butler Building is leased to the University of New Hampshire.

1.2 The Leased Premises are leased subject to all zoning regulations, restrictions, rules and ordinances, building or use restrictions and other laws and regulations now in effect or hereafter adopted by any governmental authority having jurisdiction thereof.

### **ARTICLE 2 - TERM OF LEASE**

The term of this Lease ("Term") commences on November 1, 2014 and expires at 11:59 p.m. on August 31, 2015.

### **ARTICLE 3 - RENT**

Lessee shall, at the commencement of the Term of this Lease, pay to Lessor rent for the Leased Premises in the amount of One Dollar (\$1.00). The rental rate includes the cost of electricity. The rental rate for this Term is reflective of the desire of the parties to determine, on a



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trial basis, whether the Leased Premises is a viable location from which to operate rowing activities.

#### **ARTICLE 4 - USE OF PREMISES**

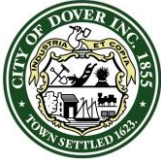
4.1 Subject to and in accordance with all rules, regulations, laws, ordinances, statutes, and requirements of all governmental authorities, and the Fire Insurance Rating organization and Board of Fire Insurance Underwriters, and any similar bodies having jurisdiction thereof, the Leased Premises shall be occupied and used for the sole purpose of **the storage of paddle water craft and related equipment** and for no other purpose without the Lessor's prior written consent.

4.2 Lessee shall not permit the use or occupancy of the Leased Premises by any party other than Lessee, its agents, employees and invitees, and shall:

- (a) Not display/store merchandise/equipment outside the Leased Premises without the permission of the Lessor nor in any way obstruct the entrances and walkways.
- (b) Store all trash and refuse in appropriate containers within the Leased Premises.
- (c) Keep the Leased Premises (including without limitation, exterior and interior portions of all windows, doors and all other glass) in a neat, clean and sanitary condition.
- (d) Not use the Leased Premises for any purpose or business which is noxious or unreasonably offensive because of the emission of noise, smoke, dust or odors.

#### **ARTICLE 5 - INSTALLATIONS AND ALTERATIONS**

Lessee shall not make, or permit to be made, any other alterations, improvements, and/or additions of any kind or nature to the Leased Premises or any part thereof except with the prior written consent of Lessor and following submission of plans and specifications therefore. All alterations, improvements and additions to the Leased Premises shall be made in accordance with all applicable laws and shall, when made or installed, be deemed to have attached to the Leased Premises and to have become the property of Lessor and shall remain for the benefit of Lessor at the end of the Term or the earlier termination of this Lease; provided however, if before the termination of this Lease, or within 15 days thereafter, if Lessor so directs, Lessee shall promptly remove the additions, improvements, fixtures and installations which were placed in, upon or on the Leased Premises by Lessee and which are designated in the notice and shall repair any damage occasioned by such removal. All Lessee installations or alteration should be designed



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and/or made/installed with ease of dismantling and removal for the Leased Premises in mind. In default thereof, Lessor may affect the removals and repairs at Lessee's expense.

## **ARTICLE 6 - INSURANCE AND INDEMNITY**

6.1 Lessee, at its option, shall maintain and keep in full force fire and extended coverage insurance on its personal property in the Leased Premises.

6.2 Lessee shall provide and keep in force during the term hereof, in the name of Lessor and Lessee, as their respective interests may appear, general liability insurance against any and all claims for injuries to persons or property occurring in, upon, about or from the Leased Premises, in an amount not less than \$1,000,000 in respect to injuries to any one person, not less than \$1,000,000 in respect to any one incident, and not less than \$500,000 in respect to property damage. All insurance required to be maintained by Lessee shall name Lessor as an additional insured and shall be with an insurance company satisfactory to Lessor.

6.3 Lessee agrees to pay, and to protect, defend, indemnify and save harmless Lessor from and against any and all liabilities, losses, damages, costs, expenses, including all reasonable attorney's fees and expenses, causes of action, suits, claims, demands or judgments of any nature whatsoever arising from:

- (a) any injury to, or the death of, any person, or any damage to the property or to the Space;
- (b) any act or omission of Lessee or its agents, officers or employees;
- (c) violation by Lessee of any agreement or condition of this Lease; or
- (d) violation by Lessee of any law, ordinance or regulation affecting the Space or any part thereof or the ownership, occupancy or thereof.

## **ARTICLE 7 - COMMON PARKING AREAS AND WATER ACCESS**

Lessor hereby grants to Lessee, during the term of this Lease, the nonexclusive right to use, in common with all others so entitled, the Common Parking Areas outside of the Butler Building, as shown on the map attached here to as Exhibit A. The Common Parking Areas shall be subject to the exclusive control and management of Lessor and to such rules and regulations as Lessor may from time to time adopt. Lessor hereby reserves the right at any time or from time to time to: (a) change the areas, locations and arrangement of the Common Parking Areas; (b) close any or all portions of the Common Parking Areas to such extent and for such time as it deems necessary; and (c) make changes, additions, deletions, alterations or improvements in and to such Common Parking Areas, provided that there shall be no unreasonable obstruction of



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Lessee's right of ingress to or egress from the Leased Premises except as provided above. In no instance shall the Lessee utilize said Common Parking Areas overnight. Lessee shall also have the right to utilize the City-owned property on which the Butler Building is located to access the Cocheco River as shown on Exhibit A, said access to be in accordance and consistent with any/all requirements of State law. The Lessor makes no warranties regarding the suitability or safety of the City-owned property for access to the Cocheco River. Any access to the Cocheco River by the Lessee, its agents, and/or invitees is at the Lessee's sole risk and responsibility. Lessee shall have no right to alter the property to facilitate water access without the express written consent of the Lessor.

#### **ARTICLE 8 - MECHANIC LIENS OR CLAIMS**

Lessee shall not permit to be created nor to remain undischarged any lien, encumbrance or charge arising out of any work of any contractor, mechanic, laborer or materialman which might become a lien or encumbrance upon the Leased Premises or the building or the income therefrom. If any lien or notice of intention or notice of lien on account of an alleged debt of Lessee or any notice of contract by a party engaged by Lessee or Lessee's contractor to work in the Leased Premises or in the building, Lessee shall, within ten (10) days after notice of the filing thereof, cause the same to be discharged by payment, deposit, bond, order of a court of competent jurisdiction or otherwise.

#### **ARTICLE 9 - DESTRUCTION AND RESTORATION**

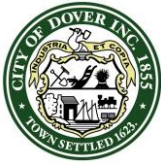
If the Leased Premises or the building is damaged or destroyed by fire or other casualty, then Lessor or Lessee, within ten (10) days after the occurrence of such casualty, may terminate this Lease upon written notice to the other party.

#### **ARTICLE 10 - PROPERTY IN LEASED PREMISES**

All leasehold improvements (other than Lessee's trade fixtures), shall when installed attach to the Leased Premises and become and remain the property of Lessor consistent with the provisions of Article 5. All trade fixtures shall remain the property of the Lessee, subject at all times to any Lessor's lien for rent and other sums which may become due to Lessor under this Lease or otherwise. Lessee shall be allowed to remove all trade fixtures upon termination of this Lease, provided that the Lessee is not in default in any of the terms and provisions of this Lease.

#### **ARTICLE 11 - ACCESS TO LEASED PREMISES**

Lessee shall permit Lessor or Lessor's agents to inspect or examine the Leased Premises at any reasonable time or at any time in emergencies, and shall permit Lessor to enter and make such repairs, alterations, improvements or additions in the Leased Premises or to the building of which the Leased Premises is a part, that Lessor may deem desirable or necessary. Lessor shall



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have the right to store in the Leased Premises any materials or equipment necessary for such repairs, alterations, improvements or additions without the storage being construed as an eviction of Lessee in whole or in part and the rent shall in no manner abate while the repairs, alterations, improvements or additions are being made.

#### **ARTICLE 12 - SURRENDER OF LEASED PREMISES**

12.1 Lessee shall deliver and surrender to Lessor possession of the Leased Premises upon expiration of this Lease, or its earlier termination as herein provided, broom clean and in as good condition and repair as Leased Premises are at the commencement of the Term of this Lease, ordinary wear and tear excepted.

12.2 Lessee shall remove all property and equipment of Lessee which Lessor has required in writing to be removed at the expiration or termination of this Lease. Lessee shall repair all damage to the Leased Premises caused by the removal and restore the Leased Premises to the condition in which it existed immediately before the installation of the articles so removed. Any property not removed at the expiration of the Term hereof shall be deemed to have been abandoned by Lessee and may be retained or disposed of by Lessor, as Lessor shall desire. Lessee's obligation to observe or perform this covenant shall survive the expiration or termination of this Lease.

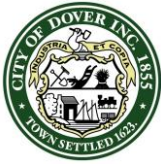
#### **ARTICLE 13 - UTILITIES/ REAL ESTATE TAXES**

Lessor shall provide basic utilities in the form of electricity. The cost of heating the building may be paid by the Lessor if the storage of a City vehicle is allowed for the winter months. If the vehicle is not able to be stored in the premises then the heating costs shall be borne by the Lessee. The Leased Premises is not served by water/sewer. Lessee is responsible for providing portable toilets and potable water as is needed/required. Lessee is responsible for all of its trash removal in a prompt and sanitary manner.

Lessee shall pay all properly assessed real and personal property taxes pursuant to RSA 72:23, I(b), if any. Failure of the Lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the Lessor.

#### **ARTICLE 14 - ASSIGNMENT**

Lessee shall not, by operation or law or otherwise, assign or transfer this Lease or sublet all or any part of the Leased Premises to any other party without the prior written consent of Lessor. In the event of any assignment: (a) Lessee shall not be discharged of its obligations under this Lease but shall remain liable therefore; and (b) the assignee shall not sublet the Leased Premises or assign this Lease without Lessor's prior written consent.



CITY OF DOVER

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## **ARTICLE 15 - DEFAULT BY LESSEE**

15.1 Upon the happening of any one or more of the events as expressed below in (a) through (h) inclusive, the Lessor shall have any and all rights and remedies set forth in this Article 15:

- (a) If Lessee fails to pay the rent, or any other sums required to be paid hereunder, whether additional rent or otherwise, within five (5) days of notice thereof from the Lessor; provided, however, that the Lessee shall be in default of this Lease if the Lessor has to provide Lessee with notice of its failure to pay rent when due more than three (3) times in any eighteen (18) month period;
- (b) If a petition in bankruptcy (including all proceedings under the Bankruptcy Act) is filed against the Lessee and the petition is not dismissed within thirty (30) days from the filing thereof, or if Lessee is adjudged a bankrupt or files a bankruptcy petition;
- (c) If an assignment for the benefit of creditors is made by Lessee;
- (d) If an appointment by any Court of a receiver or other Court officer of Lessee's property and the receivership is not dismissed within thirty (30) days from the appointment;
- (e) If Lessee removes, attempts to remove, or permits to be removed from the Leased Premises, except in the usual course of trade, the goods, furniture, effects or other property of the Lessee;
- (f) If Lessee, before the expiration of the Term, and without the prior written consent of the Lessor, vacates the Leased Premises or abandons the possession thereof, or uses the Leased Premises for purposes other than the purposes for which the premises are hereby leased;
- (g) If an execution or other legal process is levied upon the goods, furniture, effects or other property of Lessee brought on the Leased Premises, or upon the interest of Lessee in this Lease, and the levy is not satisfied or dismissed within five (5) days from the levy;
- (h) If Lessee violates any other terms, conditions and covenants of this Lease, and fails to commence and proceed with diligence and dispatch to remedy the same within Ten (10) days after written notice is given by Lessor to Lessee.



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15.2 In the event of any default or breach by the Lessee as specified in Article 15.1 above, the Lessor shall have the right, at the option of Lessor, to terminate this Lease on ten (10) days prior notice to Lessee, and to thereupon re-enter and take possession of the Leased Premises with or without legal process. In the event of any such default or breach, Lessor shall have the right, at its option, from time to time, without terminating this Lease, to re-enter and re-let the Leased Premises, or any part thereof, with or without legal process, as the agent and for the account of Lessee upon such terms and conditions as Lessor may deem advisable or satisfactory, in which event the rents received on such re-letting and collection, including necessary renovations and alterations of the Leased Premises, cleaning expenses, reasonable attorneys' fees and any real estate commissions shall accrue as additional rent due Lessor.

15.3 The Lessor shall have the right to remove all or any part of the Lessee's property from the Leased Premises and any property so removed may be stored in any public warehouse or elsewhere at the cost of and for the account of Lessee, and the Lessor shall not be responsible for the care or safekeeping thereof, and the Lessee hereby waives any and all loss, destruction and/or damage or injury to Lessee's property.

15.4 Any and all rights, remedies and options given in this Lease to Lessor shall be cumulative, in addition to and without waiver of or in derogation of any right or remedy given to it under any law now or thereafter in effect.

15.5 The waiver of Lessor or any breach of any term, condition or covenant of this Lease in one instance shall not be deemed to be a waiver of such term, condition or covenant for the duration of this Lease. The consent or approval by Lessor to or of any act by Lessee requiring Lessor's consent or approval in a single instance shall not be deemed to waive or render unnecessary Lessor's consent or approval to or of any subsequent or similar act by Lessee.

## **ARTICLE 16 - SIGNS**

Lessee may install and maintain, at its own cost and expense, a sign provided that the location, size, color, type and installation must be approved by the Lessor in writing before installation and must conform to all applicable rules, regulations, codes and directives of governmental agencies having jurisdiction. Lessee agrees not to place any paper sign on or in any window of the Leased Premises. Lessee shall bear all costs and liabilities related to the installation, maintenance, repair, and operation of any signs allowed by the Lessor.

## **ARTICLE 17 - ENVIRONMENTAL COMPLIANCE**

17.1 Lessee and its agents and employees shall use the Leased Premises and conduct any operations thereon in compliance with all applicable federal, state, and local environmental



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statues, regulations, ordinances and any permits, approvals or judicial or administrative orders issued thereunder.

17.2 Lessee covenants that:

- (a) No hazardous substances shall be generated, treated, stored or disposed of, or otherwise deposited in or located on the Premises, including without limitation, the surface and subsurface waters of the Leased Premises;
- (b) No activity shall be undertaken on the Leased Premises which would cause:
  - (1) the Leased Premises to become a hazardous waste treatment, storage or disposal facility within the meaning of, or otherwise cause the Leased Premises to be in violation of the Resource Conservation and Recovery Act of 1976 ("RCRA"), 42 U.S.C. Section 6901 et seq., or any similar law or local ordinance;
  - (2) a release or threatened release from any source on the Leased Premises of Hazardous Substance within the meaning of, or otherwise cause the Leased Premises to be in violation of, the Comprehensive Environmental Response Compensation and Liability Act, as amended ("CERCLA"), 42 U.S.C. Section 9601 et seq., or any similar law or local ordinance or any other environmental law; or
  - (3) the discharge of pollutants or effluents into any water source or system, or the discharge into the air of any pollution emissions, which would be in violation of any permit Lessee may receive pursuant to the Federal Water Pollution Control Act ("FWPCA"), 33 U.S.C. Section 1251 et seq., or the Clean Air Act ("CAA"), 42 U.S.C. Section 7401 et seq., or any similar state law or local ordinance;
- (c) There shall be no substance or conditions in or on the Premises which may support a claim or cause of action under RCRA, CERCLA, any other federal, state or local environmental statues, regulations, ordinances or other environmental regulatory requirements or under any common law claim relating to environmental matters, or could result in recovery by any governmental or private party or remedial or removal costs, natural resources damages, property damages, damages in personal injuries or other costs, expenses or damages, or could result in injunctive relief arising from any alleged injury or threat of injury to health, safety, or the environment; and



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For purposes of this Lease, "Hazardous Substances" shall mean any and all hazardous or toxic substances, hazardous constituents, contaminants, wastes, pollutants or petroleum (including without limitation crude oil or any fraction thereof), including without limitation hazardous or toxic substances, pollutants and/or contaminants as such terms are defined in CERCLA or RCRA; asbestos or material containing asbestos; and PCB's, PCB articles, PCB containers.

- (d) Lessee, and its agents and employees, shall be responsible for disposing of all waste in compliance with state, local and Federal laws.
- (e) Lessee agrees to indemnify, hold Lessor harmless and defend Lessor from any and all claims arising out of Lessee's breach of the covenants stated in this Article.

#### **ARTICLE 18 - NOTICES**

Any notice, request, demand, approval, consent or other communication which Lessor or Lessee may be required to give to the other party shall be in writing and shall be mailed by certified mail, return receipt requested, to the other party at the address specified below, or by hand delivery if the communication is to Lessee, or to such other address as either party has designated by notice to the other:

If to Lessor: City of Dover  
City Manager's Office  
788 Central Avenue  
Dover, NH 03820

If to Lessee: Great Bay Rowing  
PO Box 846  
Durham, NH 03824

All notices shall be deemed to have been given upon deposit in the United States Mail, postage prepaid and properly addressed as provided above or upon delivery to Lessee at the Leased Premises.

#### **ARTICLE 19 - MISCELLANEOUS**

19.1 Except as otherwise expressly provided in this Lease, this Lease shall be binding upon and shall inure to the benefit of the successors and assigns of Lessor and permitted assigns of Lessee.



CITY OF DOVER

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19.2 This Lease contains the entire agreement between the parties. No agent, representative, or officer of Lessor has authority to make or has made any statement, agreement or representation, either oral or written, modifying, adding or changing the terms and conditions of this Lease. No modification of this Lease shall be binding unless the modification is in writing and signed by the parties. Lessee hereby further recognizes and agrees that this Lease shall have no force or validation until and unless it is returned to Lessee duly executed by Lessor.

19.3 The captions or titles used throughout this Lease are for reference and convenience only and shall in no way define, limit or describe the scope or intent of this Lease. Words or any neuter gender used in this Lease shall be held to include both the masculine and feminine gender and word in the singular number shall be held to include the plural, and vice-versa.

19.4 The submission of this Lease for examination does not constitute an offer to lease, and this Lease becomes effective only upon execution thereof by both Lessor and Lessee.

19.5 The parties agree that the laws of the State of New Hampshire will govern all disputes under this Lease and determine all rights hereunder.

**ARTICLE 20 – TERMINATION**

This Lease Agreement may be terminated by either party, for any reason, upon thirty (30) days written notice to the other party.

**Signatures to follow.**

**INTENDING TO BE LEGALLY BOUND**, the duly authorized representative for the City of Dover, New Hampshire and \_\_\_\_\_ of Great Bay Rowing have executed duplicate originals of this Lease Agreement on \_\_\_\_\_, 2014.

CITY OF DOVER, NEW HAMPSHIRE

\_\_\_\_\_  
By: \_\_\_\_\_  
J. Michael Joyal, City Manager

GREAT BAY ROWING

\_\_\_\_\_  
Witness \_\_\_\_\_, Its Member

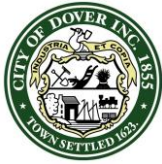
Duly Authorized



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**EXHIBIT A**



CITY OF DOVER

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## LEASE AGREEMENT

**THIS LEASE AGREEMENT** is made and entered into by and between:

**LESSOR:** **CITY OF DOVER, NEW HAMPSHIRE**, a New Hampshire municipality with a mailing address of 288 Central Ave., Dover, New Hampshire 03820 ("Lessor");

and

**LESSEE:** **UNIVERSITY OF NEW HAMPSHIRE**, a New Hampshire Educational Institution with a mailing address of 128 Main St. Durham, New Hampshire 03824 ("Lessee").

**IN CONSIDERATION** of the payment of rent and other charges and the covenants and conditions set forth in the following Lease, Lessor and Lessee hereby agree as follows:

### **ARTICLE 1 - LEASED PREMISES**

1.1 Lessor hereby leases to Lessee and Lessee hereby rents from Lessor the following described premises owned by the Lessor in Dover, New Hampshire:

Interior space consisting of approximately one thousand forty (1,040) square feet (the "Leased Premises") of the 2,080 square feet, in what is known as the Butler Building, located on River Street, Dover, New Hampshire.

The Leased Premises does not include either the land lying thereunder or the exterior walls or roof of the building in which the Leased Premises are located. The Lessee understands that the other 1,040 square feet to the Butler Building is leased to Great Bay Rowing.

1.2 The Leased Premises are leased subject to all zoning regulations, restrictions, rules and ordinances, building or use restrictions and other laws and regulations now in effect or hereafter adopted by any governmental authority having jurisdiction thereof.

### **ARTICLE 2 - TERM OF LEASE**

The term of this Lease ("Term") commences on November 1, 2014 and expires at 11:59 p.m. on August 31, 2015.

### **ARTICLE 3 - RENT**

Lessee shall, at the commencement of the Term of this Lease, pay to Lessor rent for the Leased Premises in the amount of One Dollar (\$1.00). The rental rate includes the cost of electricity. The rental rate for this Term is reflective, in part, of the desire of the parties to



determine, on a trial basis, whether the Leased Premises is a viable location from which to operate rowing activities.

**ARTICLE 4 - USE OF PREMISES**

4.1 Subject to and in accordance with all rules, regulations, laws, ordinances, statutes, and requirements of all governmental authorities, and the Fire Insurance Rating organization and Board of Fire Insurance Underwriters, and any similar bodies having jurisdiction thereof, the Leased Premises shall be occupied and used for the sole purpose of **the storage of paddle water craft and related equipment** and for no other purpose without the Lessor's prior written consent.

4.2 Lessee shall not permit the use or occupancy of the Leased Premises by any party other than Lessee, its agents, employees and invitees, and shall:

- (a) Not display/store merchandise/equipment outside the Leased Premises without the permission of the Lessor nor in any way obstruct the entrances and walkways.
- (b) Store all trash and refuse in appropriate containers within the Leased Premises.
- (c) Keep the Leased Premises (including without limitation, exterior and interior portions of all windows, doors and all other glass) in a neat, clean and sanitary condition.
- (d) Not use the Leased Premises for any purpose or business which is noxious or unreasonably offensive because of the emission of noise, smoke, dust or odors.

**ARTICLE 5 - INSTALLATIONS AND ALTERATIONS**

Lessee shall not make, or permit to be made, any other alterations, improvements, and/or additions of any kind or nature to the Leased Premises or any part thereof except with the prior written consent of Lessor and following submission of plans and specifications therefore. All alterations, improvements and additions to the Leased Premises shall be made in accordance with all applicable laws and shall, when made or installed, be deemed to have attached to the Leased Premises and to have become the property of Lessor and shall remain for the benefit of Lessor at the end of the Term or the earlier termination of this Lease; provided however, if before the termination of this Lease, or within 15 days thereafter, if Lessor so directs, Lessee shall promptly remove the additions, improvements, fixtures and installations which were placed in, upon or on the Leased Premises by Lessee and which are designated in the notice and shall repair any damage occasioned by such removal. In default thereof, Lessor may affect the removals and repairs at Lessee's expense.



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## **ARTICLE 6 - INSURANCE AND INDEMNITY**

6.1 Lessee, at its option, shall maintain and keep in full force fire and extended coverage insurance on its personal property in the Leased Premises.

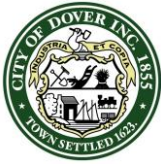
6.2 Lessee shall provide and keep in force during the term hereof, in the name of Lessor and Lessee, as their respective interests may appear, general liability insurance against any and all claims for injuries to persons or property occurring in, upon, about or from the Leased Premises, in an amount not less than \$1,000,000 in respect to injuries to any one person, not less than \$1,000,000 in respect to any one incident, and not less than \$500,000 in respect to property damage. All insurance required to be maintained by Lessee shall name Lessor as additional insureds and shall be with an insurance company satisfactory to Lessor.

6.3 Lessee agrees to pay, and to protect, defend, indemnify and save harmless Lessor from and against any and all liabilities, losses, damages, costs, expenses, including all reasonable attorney's fees and expenses, causes of action, suits, claims, demands or judgments of any nature whatsoever arising from:

- (a) any injury to, or the death of, any person or any damage to property or to the Space;
- (b) any act or omission of Lessee or its agents, officers or employees;
- (c) violation by Lessee of any agreement or condition of this Lease; or
- (d) violation by Lessee of any law, ordinance or regulation affecting the Space or any part thereof or the ownership, occupancy or thereof.

## **ARTICLE 7 - COMMON PARKING AREAS AND WATER ACCESS**

Lessor hereby grants to Lessee, during the term of this Lease, the nonexclusive right to use, in common with all others so entitled, the Common Parking Areas outside of the Butler Building, as shown on the map attached here to as Exhibit A. The Common Parking Areas shall be subject to the exclusive control and management of Lessor and to such rules and regulations as Lessor may from time to time adopt. Lessor hereby reserves the right at any time or from time to time to: (a) change the areas, locations and arrangement of the Common Parking Areas; (b) close any or all portions of the Common Parking Areas to such extent and for such time as it deems necessary; and (c) make changes, additions, deletions, alterations or improvements in and to such Common Parking Areas, provided that there shall be no unreasonable obstruction of



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Lessee's right of ingress to or egress from the Leased Premises except as provided above. In no instance shall the Lessee utilize said Common Parking Areas overnight. Lessee shall also have the right to utilize the City-owned property on which the Butler Building is located to access the Cocheco River as shown on Exhibit A, said access to be in accordance and consistent with any/all requirements of State law. The Lessor makes no warranties regarding the suitability or safety of the City-owned property for access to the Cocheco River. Any access to the Cocheco River by the Lessee, its agents and/or invitees is at the Lessee's sole risk and responsibility. Lessee shall have no right to alter the property to facilitate water access without the express written consent of the Lessor.

#### **ARTICLE 8 - MECHANIC LIENS OR CLAIMS**

Lessee shall not permit to be created nor to remain undischarged any lien, encumbrance or charge arising out of any work of any contractor, mechanic, laborer or materialman which might become a lien or encumbrance upon the Leased Premises or the building or the income therefrom. If any lien or notice of intention or notice of lien on account of an alleged debt of Lessee or any notice of contract by a party engaged by Lessee or Lessee's contractor to work in the Leased Premises or in the building, Lessee shall, within ten (10) days after notice of the filing thereof, cause the same to be discharged by payment, deposit, bond, order of a court of competent jurisdiction or otherwise.

#### **ARTICLE 9 - DESTRUCTION AND RESTORATION**

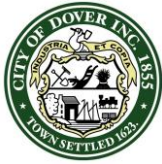
If the Leased Premises or the building is damaged or destroyed by fire or other casualty, then Lessor or Lessee, within ten (10) days after the occurrence of such casualty, may terminate this Lease upon written notice to the other party.

#### **ARTICLE 10 - PROPERTY IN LEASED PREMISES**

All leasehold improvements (other than Lessee's trade fixtures), shall when installed attach to the Leased Premises and become and remain the property of Lessor consistent with the provisions of Article 5. All trade fixtures shall remain the property of the Lessee, subject at all times to any Lessor's lien for rent and other sums which may become due to Lessor under this Lease or otherwise. Lessee shall be allowed to remove all trade fixtures upon termination of this Lease, provided that the Lessee is not in default in any of the terms and provisions of this Lease.

#### **ARTICLE 11 - ACCESS TO LEASED PREMISES**

Lessee shall permit Lessor or Lessor's agents to inspect or examine the Leased Premises at any reasonable time or at any time in emergencies, and shall permit Lessor to enter and make such repairs, alterations, improvements or additions in the Leased Premises or to the building of which the Leased Premises is a part, that Lessor may deem desirable or necessary. Lessor shall



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have the right to store in the Leased Premises any materials or equipment necessary for such repairs, alterations, improvements or additions without the storage being construed as an eviction of Lessee in whole or in part and the rent shall in no manner abate while the repairs, alterations, improvements or additions are being made.

## **ARTICLE 12 - SURRENDER OF LEASED PREMISES**

12.1 Lessee shall deliver and surrender to Lessor possession of the Leased Premises upon expiration of this Lease, or its earlier termination as herein provided, broom clean and in as good condition and repair as Leased Premises are at the commencement of the Term of this Lease, ordinary wear and tear excepted.

12.2 Lessee shall remove all property and equipment of Lessee which Lessor has required in writing to be removed at the expiration or termination of this Lease. Lessee shall repair all damage to the Leased Premises caused by the removal and restore the Leased Premises to the condition in which it existed immediately before the installation of the articles so removed. Any property not removed at the expiration of the Term hereof shall be deemed to have been abandoned by Lessee and may be retained or disposed of by Lessor, as Lessor shall desire. Lessee's obligation to observe or perform this covenant shall survive the expiration or termination of this Lease.

## **ARTICLE 13 - UTILITIES/ REAL ESTATE TAXES**

Lessor shall provide basic utilities in the form of electricity. The cost of heating the building may be paid for by the Lessor if the storage of a City vehicle is allowed for the winter months. If the vehicle is not able to be stored in the premises then the heating costs shall be borne by the Lessee. The Leased Premises is not served by water/sewer. Lessee is responsible for providing portable toilets and potable water as is needed/required. Lessee is responsible for all of its trash removal in a prompt and sanitary manner.

Lessee shall pay all properly assessed real and personal property taxes pursuant to RSA 72:23, I(b), if any. Failure of the Lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the Lessor.

## **ARTICLE 14 - ASSIGNMENT**

Lessee shall not, by operation or law or otherwise, assign or transfer this Lease or sublet all or any part of the Leased Premises to any other party without the prior written consent of Lessor. In the event of any assignment: (a) Lessee shall not be discharged of its obligations under this Lease but shall remain liable therefore; and (b) the assignee shall not sublet the Leased Premises or assign this Lease without Lessor's prior written consent.



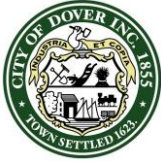
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## **ARTICLE 15 - DEFAULT BY LESSEE**

15.1 Upon the happening of any one or more of the events as expressed below in (a) through (h) inclusive, the Lessor shall have any and all rights and remedies set forth in this Article 15:

- (a) If Lessee fails to pay the rent, or any other sums required to be paid hereunder, whether additional rent or otherwise, within five (5) days of notice thereof from the Lessor; provided, however, that the Lessee shall be in default of this Lease if the Lessor has to provide Lessee with notice of its failure to pay rent when due more than three (3) times in any eighteen (18) month period;
- (b) If a petition in bankruptcy (including all proceedings under the Bankruptcy Act) is filed against the Lessee and the petition is not dismissed within thirty (30) days from the filing thereof, or if Lessee is adjudged a bankrupt or files a bankruptcy petition;
- (c) If an assignment for the benefit of creditors is made by Lessee;
- (d) If an appointment by any Court of a receiver or other Court officer of Lessee's property and the receivership is not dismissed within thirty (30) days from the appointment;
- (e) If Lessee removes, attempts to remove, or permits to be removed from the Leased Premises, except in the usual course of trade, the goods, furniture, effects or other property of the Lessee;
- (f) If Lessee, before the expiration of the Term, and without the prior written consent of the Lessor, vacates the Leased Premises or abandons the possession thereof, or uses the Leased Premises for purposes other than the purposes for which the premises are hereby leased;
- (g) If an execution or other legal process is levied upon the goods, furniture, effects or other property of Lessee brought on the Leased Premises, or upon the interest of Lessee in this Lease, and the levy is not satisfied or dismissed within five (5) days from the levy;
- (h) If Lessee violates any other terms, conditions and covenants of this Lease, and fails to commence and proceed with diligence and dispatch to remedy the same within Ten (10) days after written notice is given by Lessor to Lessee.



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15.2 In the event of any default or breach by the Lessee as specified in Article 15.1 above, the Lessor shall have the right, at the option of Lessor, to terminate this Lease on ten (10) days prior notice to Lessee, and to thereupon re-enter and take possession of the Leased Premises with or without legal process. In the event of any such default or breach, Lessor shall have the right, at its option, from time to time, without terminating this Lease, to re-enter and re-let the Leased Premises, or any part thereof, with or without legal process, as the agent and for the account of Lessee upon such terms and conditions as Lessor may deem advisable or satisfactory, in which event the rents received on such re-letting and collection, including necessary renovations and alterations of the Leased Premises, cleaning expenses, reasonable attorneys' fees and any real estate commissions shall accrue as additional rent due Lessor.

15.3 The Lessor shall have the right to remove all or any part of the Lessee's property from the Leased Premises and any property so removed may be stored in any public warehouse or elsewhere at the cost of and for the account of Lessee, and the Lessor shall not be responsible for the care or safekeeping thereof, and the Lessee hereby waives any and all loss, destruction and/or damage or injury to Lessee's property.

15.4 Any and all rights, remedies and options given in this Lease to Lessor shall be cumulative, in addition to and without waiver of or in derogation of any right or remedy given to it under any law now or thereafter in effect.

15.5 The waiver of Lessor or any breach of any term, condition or covenant of this Lease in one instance shall not be deemed to be a waiver of such term, condition or covenant for the duration of this Lease. The consent or approval by Lessor to or of any act by Lessee requiring Lessor's consent or approval in a single instance shall not be deemed to waive or render unnecessary Lessor's consent or approval to or of any subsequent or similar act by Lessee.

## **ARTICLE 16 - SIGNS**

Lessee may install and maintain, at its own cost and expense, a sign provided that the location, size, color, type and installation must be approved by the Lessor in writing before installation and must conform to all applicable rules, regulations, codes and directives of governmental agencies having jurisdiction. Lessee agrees not to place any paper sign on or in any window of the Leased Premises. Lessee shall bear all costs and liabilities related to the installation, maintenance, repair, and operation of any signs allowed by the Lessor.

## **ARTICLE 17 - ENVIRONMENTAL COMPLIANCE**

17.1 Lessee and its agents and employees shall use the Leased Premises and conduct any operations thereon in compliance with all applicable federal, state, and local environmental



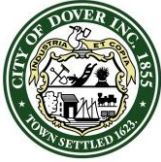
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statutes, regulations, ordinances and any permits, approvals or judicial or administrative orders issued thereunder.

17.2 Lessee covenants that:

- (a) No hazardous substances shall be generated, treated, stored or disposed of, or otherwise deposited in or located on the Premises, including without limitation, the surface and subsurface waters of the Leased Premises;
- (b) No activity shall be undertaken on the Leased Premises which would cause:
  - (1) the Leased Premises to become a hazardous waste treatment, storage or disposal facility within the meaning of, or otherwise cause the Leased Premises to be in violation of the Resource Conservation and Recovery Act of 1976 ("RCRA"), 42 U.S.C. Section 6901 et seq., or any similar law or local ordinance;
  - (2) a release or threatened release from any source on the Leased Premises of Hazardous Substance within the meaning of, or otherwise cause the Leased Premises to be in violation of, the Comprehensive Environmental Response Compensation and Liability Act, as amended ("CERCLA"), 42 U.S.C. Section 9601 et seq., or any similar law or local ordinance or any other environmental law; or
  - (3) the discharge of pollutants or effluents into any water source or system, or the discharge into the air of any pollution emissions, which would be in violation of any permit Lessee may receive pursuant to the Federal Water Pollution Control Act ("FWPCA"), 33 U.S.C. Section 1251 et seq., or the Clean Air Act ("CAA"), 42 U.S.C. Section 7401 et seq., or any similar state law or local ordinance;
- (c) There shall be no substance or conditions in or on the Premises which may support a claim or cause of action under RCRA, CERCLA, any other federal, state or local environmental statutes, regulations, ordinances or other environmental regulatory requirements or under any common law claim relating to environmental matters, or could result in recovery by any governmental or private party or remedial or removal costs, natural resources damages, property damages, damages in personal injuries or other costs, expenses or damages, or could result in injunctive relief arising from any alleged injury or threat of injury to health, safety, or the environment; and



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For purposes of this Lease, "Hazardous Substances" shall mean any and all hazardous or toxic substances, hazardous constituents, contaminants, wastes, pollutants or petroleum (including without limitation crude oil or any fraction thereof), including without limitation hazardous or toxic substances, pollutants and/or contaminants as such terms are defined in CERCLA or RCRA; asbestos or material containing asbestos; and PCB's, PCB articles, PCB containers.

- (d) Lessee, and its agents and employees, shall be responsible for disposing of all waste in compliance with state, local and Federal laws.
- (e) Lessee agrees to indemnify, hold Lessor harmless and defend Lessor from any and all claims arising out of Lessee's breach of the covenants stated in this Article.

#### **ARTICLE 18 - NOTICES**

Any notice, request, demand, approval, consent or other communication which Lessor or Lessee may be required to give to the other party shall be in writing and shall be mailed by certified mail, return receipt requested, to the other party at the address specified below, or by hand delivery if the communication is to Lessee, or to such other address as either party has designated by notice to the other:

If to Lessor: City of Dover  
City Manager's Office  
788 Central Avenue  
Dover, NH 03820

If to Lessee: University of New Hampshire  
Thompson Hall  
Durham, NH 03824

All notices shall be deemed to have been given upon deposit in the United States Mail, postage prepaid and properly addressed as provided above or upon delivery to Lessee at the Leased Premises.

#### **ARTICLE 19 - MISCELLANEOUS**

19.1 Except as otherwise expressly provided in this Lease, this Lease shall be binding upon and shall inure to the benefit of the successors and assigns of Lessor and permitted assigns of Lessee.



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19.2 This Lease contains the entire agreement between the parties. No agent, representative, or officer of Lessor has authority to make or has made any statement, agreement or representation, either oral or written, modifying, adding or changing the terms and conditions of this Lease. No modification of this Lease shall be binding unless the modification is in writing and signed by the parties. Lessee hereby further recognizes and agrees that this Lease shall have no force or validation until and unless it is returned to Lessee duly executed by Lessor.

19.3 The captions or titles used throughout this Lease are for reference and convenience only and shall in no way define, limit or describe the scope or intent of this Lease. Words or any neuter gender used in this Lease shall be held to include both the masculine and feminine gender and word in the singular number shall be held to include the plural, and vice-versa.

19.4 The submission of this Lease for examination does not constitute an offer to lease, and this Lease becomes effective only upon execution thereof by both Lessor and Lessee.

19.5 The parties agree that the laws of the State of New Hampshire will govern all disputes under this Lease and determine all rights hereunder.

**ARTICLE 20 – TERMINATION**

This Lease Agreement may be terminated by the Lessor, for any reason, upon thirty (30) days written notice to the Lessee.

**Signatures to follow**

**INTENDING TO BE LEGALLY BOUND**, the duly authorized representative for the City of Dover, New Hampshire and \_\_\_\_\_ of the University of New Hampshire have executed duplicate originals of this Lease Agreement on \_\_\_\_\_, 2014.

CITY OF DOVER, NEW HAMPSHIRE

\_\_\_\_\_  
By: \_\_\_\_\_  
J. Michael Joyal, City Manager

UNIVERSITY OF NEW HAMPSHIRE

\_\_\_\_\_  
Witness \_\_\_\_\_, Its Member

Duly Authorized



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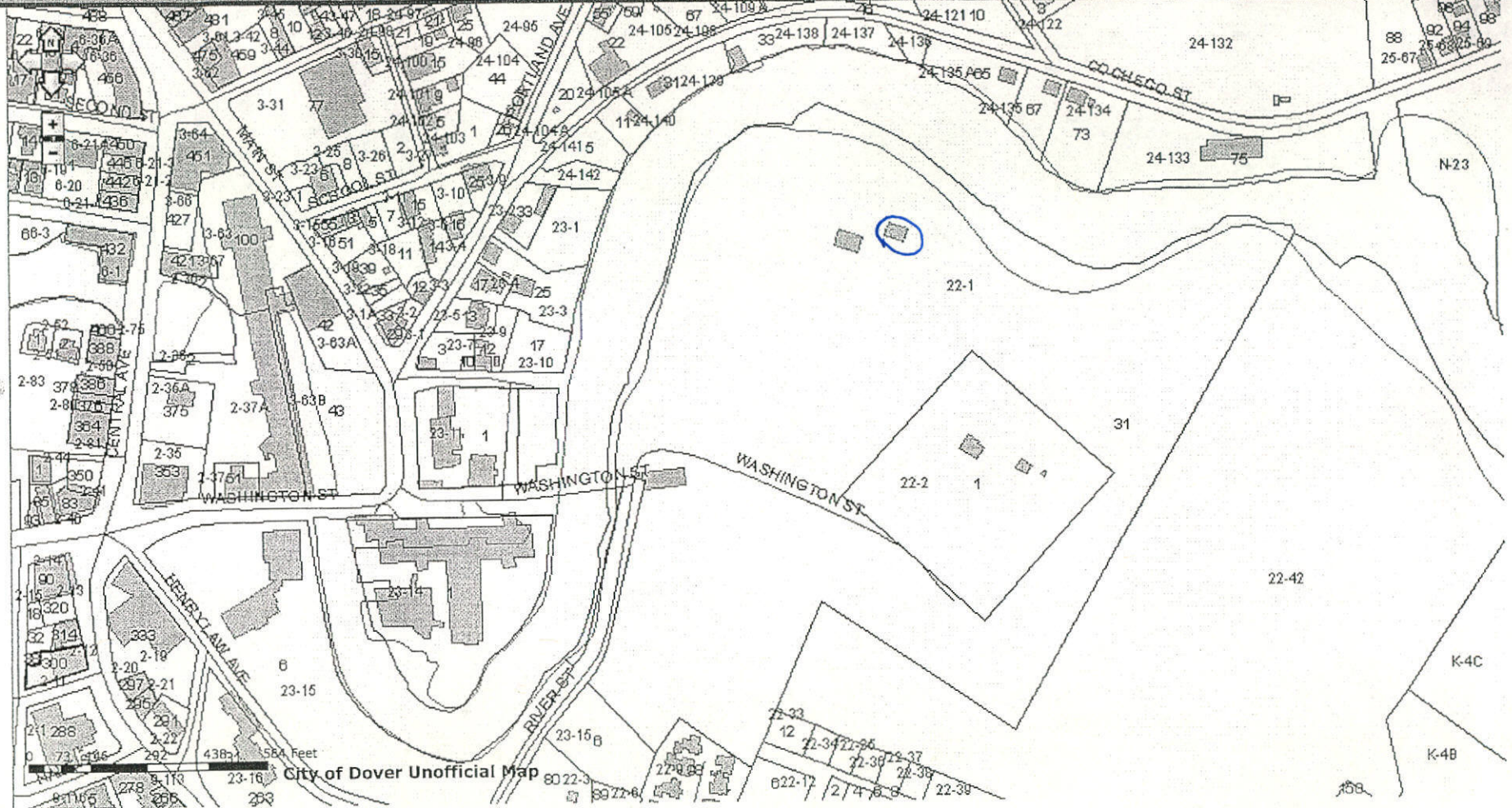
**EXHIBIT A**

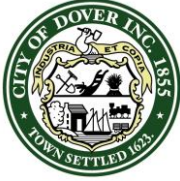
# Tax Assessment Working Map

Query Parcel ID | Query Map-Lot

1:4,370

Go





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.2.**

Resolution Number: **R – 2014.10.22 - 117**  
Resolution Re: **Dover Main Street License Agreement**

WHEREAS: Dover Main Street, Inc. is the owner of nineteen (19) historic markers located within the City Right-of-Way in the City of Dover; and

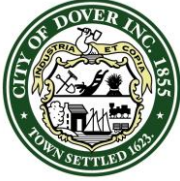
WHEREAS: Dover Main Street, Inc. requests a license, upon, over and across a portion of the City ROW for the benefit of Dover Main Street, Inc. in order to erect and maintain the existing nineteen (19) markers, as well as six (6) new ones, for a total of twenty-five (25) markers.

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

The City Manager is authorized to sign the License Agreement between the City of Dover and Dover Main Street, Inc. for the placement and/or maintenance of twenty-five (25) historic markers in the City ROW at the locations specified in the attached Grantee's Inventory.

### **AUTHORIZATION**

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



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2014.10.22 - 117**  
Resolution Re: **Dover Main Street License Agreement**

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

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

### RESOLUTION BACKGROUND MATERIAL:

See attached License Agreement, Grantee's Inventory, two example photos, Historic Markers Map Key

## LICENSE AGREEMENT

This LICENSE AGREEMENT, is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2014 by and between the **CITY OF DOVER, NEW HAMPSHIRE**, a New Hampshire municipal corporation having offices at 288 Central Avenue, Dover, New Hampshire 03820 ("**City**"), and **DOVER MAIN STREET INC**, a New Hampshire non-profit with a mailing address of 100 Main Street, Dover, New Hampshire 03820 ("**Grantee**").

### RECITALS

A. The City is the owner of a certain rights of way in the City of Dover, County of Strafford, State of New Hampshire (the "**ROW**").

B. Grantee is the owner of 19 historic markers located within the ROW in the City of Dover, County of Strafford and State of New Hampshire, listed on the attached inventory, (the "**Grantee's Inventory**"), which is attached hereto as Exhibit "A." The historic markers provide information on Dover to the traveling public.

C. Grantee requests a license in, upon, over and across a portion of the City ROW for the benefit of Grantee in order to erect and maintain the existing 19 markers, as well as 6 new markers, which are also listed on Exhibit "A." The markers are approximately two feet zero inches (2' 0") in height and two feet six inches (2'6") in width on a metal base and having glass faced cabinets of MATERIAL construction and MATERIAL frames installed on a three inch (3") square steel pole (the "**Marker**" or "**Markers**"), a sample of which is generally shown in the attached Exhibit "B" in the locations designated on the Grantee's Inventory.

### AGREEMENT

Now therefore, in consideration of the mutual covenants herein set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Grantee hereby agree as follows:

1. **Grant.** The City hereby grants to Grantee, and Grantee hereby accepts from the City, a bare license ("the License") on and over the City ROW to erect and maintain the 25 markers in the locations designated in Exhibit "A." No interest in the underlying real estate is conveyed through the terms of this License.



9. **Real Property Taxes.** The Grantee shall pay any applicable real and personal property taxes pursuant to RSA 72:23 including assessments on structures and improvements of the Grantee. Failure of the grantee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate this License by the City.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the parties hereto have caused this Easement to be executed by their duly authorized representatives on the date first above written.

CITY OF DOVER, NEW HAMPSHIRE

\_\_\_\_\_  
Witness  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
J. Michael Joyal, Jr., City Manager

STATE OF NEW HAMPSHIRE  
COUNTY OF STRAFFORD

On this, the \_\_\_\_\_ of \_\_\_\_\_, 2014, before me, the undersigned Officer, personally appeared J. Michael Joyal, Jr., who acknowledged himself to be the City Manager of the City of Dover, and that he, as such City Manager, being authorized to do so, executed the foregoing instrument for the purposes therein contained and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act of the City of Dover.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

GRANTEE:

Dover Main Street, Inc

Karla Baxter  
Witness  
Print Name: Karla Baxter

Co. Chair Eric Hagman  
By: INSERT AUTHORIZED NAME  
Its: INSERT TITLE (Hagman)

STATE OF New Hampshire  
COUNTY OF Strafford

On this, the 8<sup>th</sup> of October, 2014, before me, the undersigned Officer, personally appeared Eric Hagman, who acknowledge himself to be the Co Chair of Dover Main Street Inc, a New Hampshire non-profit, and executed the foregoing instrument for the purposes contained herein and acknowledged the foregoing instrument to be his free act and deed in his said capacities and the free act and deed of Dover Main Street, Inc.

JESSICA SMITH  
Justice of the Peace - New Hampshire  
My Commission Expires September 22, 2015

Jessica Smith  
Notary Public  
My Commission Expires: 9/22/2015

Exhibit A: Grantee's Inventory

# Dover Historic Markers

28

- Black** = Existing on City Property
- Purple** = Existing - Not Installed
- Red** = Proposed on City Property
- Green** = Existing on Private Property
- Blue** = Proposed on Private Property

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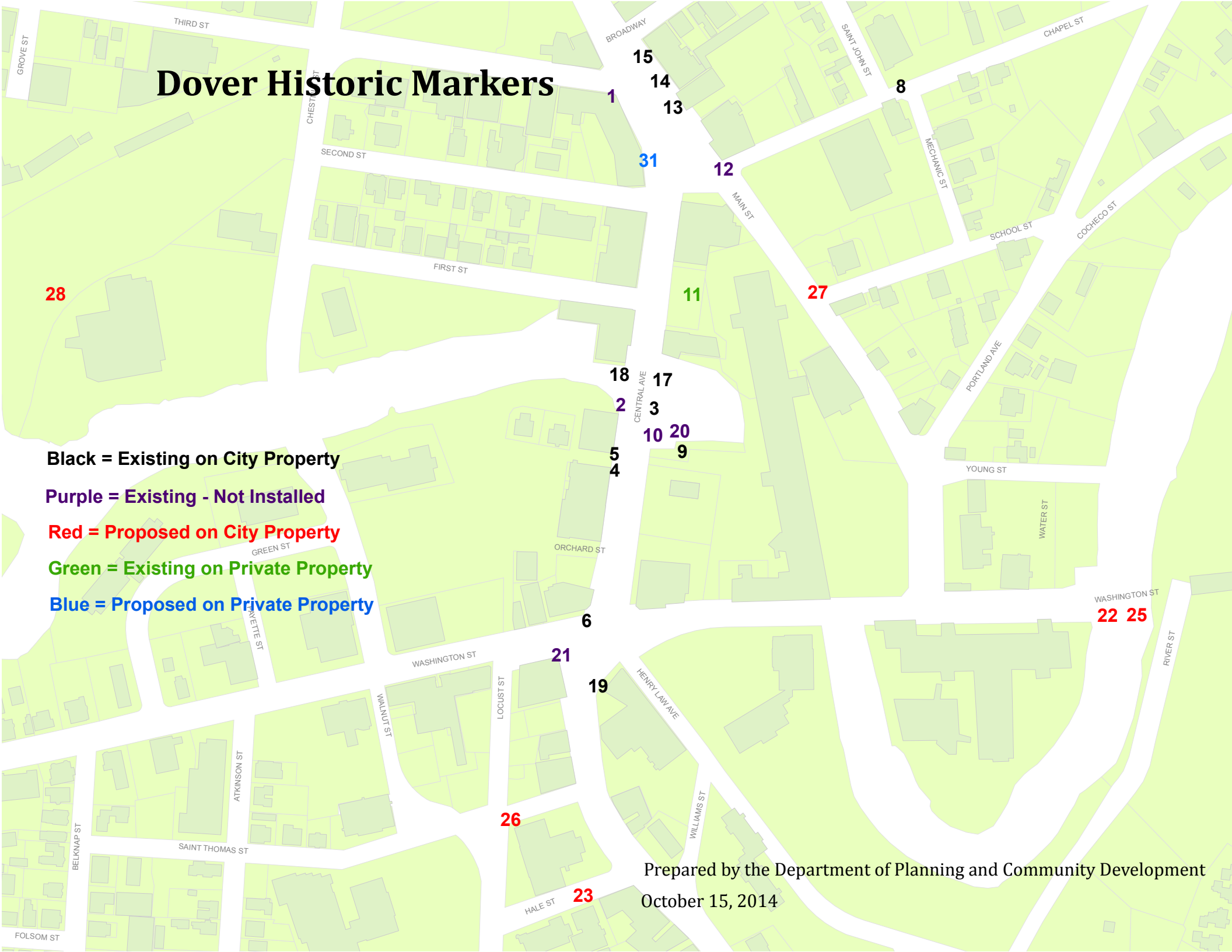
19

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22 25

Prepared by the Department of Planning and Community Development  
October 15, 2014



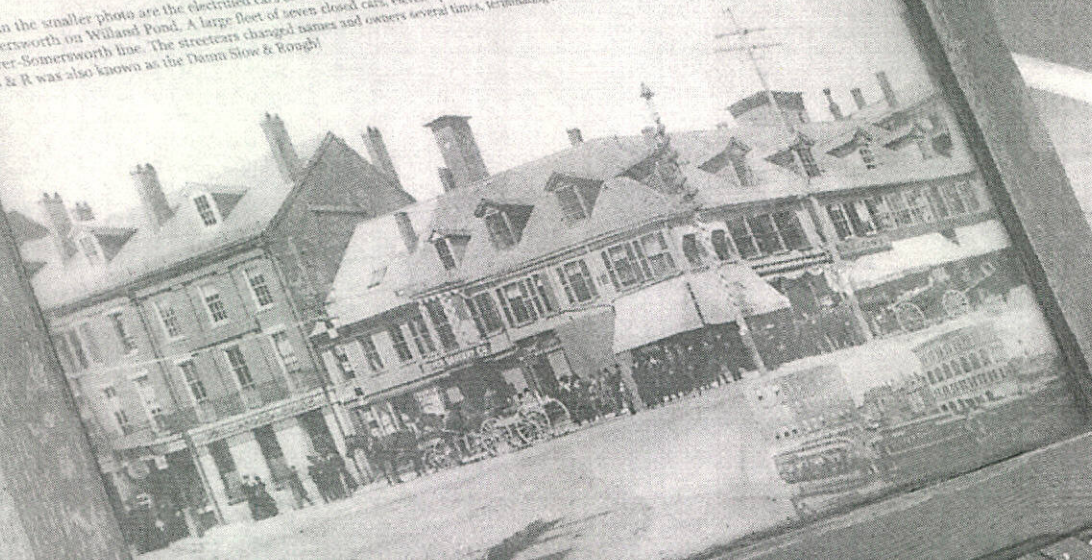
- #1 American House – unable to locate - has been removed from corner of Third and Central - MIA
- #2 Bracewell Block After 1896 flood – unable to locate - sign face missing/removed – MIA – on Central Ave bridge
- #3 Coheco falls from top of Pacific Mill Bldg.
- #4 Merchants Row
- #5 Merchants Row
- #6 Central Ave. view south
- #7 1st Parish Church- inside fence – not shown on map- no longer displayed
- #8 St. John's Church
- #9 Dover's Black Day
- #10 Pacific Mills – unable to locate- unknown - missing since 2007 Central ave bridge
- #11 Women's Strike in Dover Mills
- #12 Morril Block & Horse Trough – removed – Franklin Square – not sure why it's missing.... Chapel and main
- #13 Franklin Upper Square 1934
- #14 Third Street from Franklin Sq.
- #15 Merchants National Bank
- #16 ~~Tuttle Square – not installed – won't go up again~~
- #17 Demolition of Mill #2
- #18 Central Ave Bridge Bracewell Block
- #19 Central Sq. Strafford Bank (note: the sign title is "Views of Central Square")
- #20 Central Ave. Bridge reconstruction – missing – to be placed at Fish Ladder Park
- #21 View of Pacific Mills – doesn't exist - unable to locate - corner of Washi and Central – masonic
- \*#22 Fire at Mill #1- new on Makem Bridge
- \*#23 City Hall & Theater-new
- \*#24 County Farm Complex -new on county property – not shown on map
- \*#25 Dover Landing- new on Makem Bridge
- \*#26 Rinaldi's Poster- new - need to finalize location. Stake on McConnel Center lawn? Needs to face LaFesta Parking lot
- \*#27 Buck's Poster- new Immigrant Park
- \*#28 Wildlife Poster- new near Rotary kiosk in train parking lot
- \*#29 Strafford Farms Poster – new on building – not shown on map
- \*#30 First Parish Poster- new on building – not shown on map
- \*#31 Alies Poster- new on building
- \*#32 Woodman Museum Poster- new inside fence – not shown on map

Exhibit B: **Marker Sample**

VIEWS OF CENTRAL SQUARE, 1895 AND 1900

The larger photo shows Central (Lower Square) ca. 1895 at the corner where Central Avenue and Washington Street merge, in the distance wooden building curving around the corner are, among others, Michael Sherry's hand-dresser shop; James Lescroart's Dover Grocery Company and Kevin R. McCreel's apothecary shop ("open after the theatre for hot and cold sodas"). The tallest brick building at the left is the Stratford Banks building (ca. 1847) and it was for bank a expansion that forever changed the look of Central Square. Shortly after this photo was taken, the wooden building was razed and the large granite Stratford Banks building was erected in its place. Called the "Fortress of Finance" it can be seen clearly undamaged to this day. In the smaller photo which shows ca. 1900.

Also in the smaller photo are the electrified cars of the Dover Street Railway, owned at this time by Henry Borgert, proprietor of Borgert's Beer called Central Beer & Somersworth on Willand Pond. A large fleet of seven closed cars, eleven open, and three snowplows ran from Sawyer's Mills to the amusement territories such as the Dover-Somersworth line. The streetcars changed names and owners several times, terminating in 1926 in the Dover, Somersworth and Rockdale Street Railway. D&R was also known as the Damn Slow & Rough!

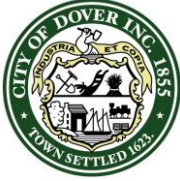


### VIEWS OF CENTRAL SQUARE, 1895 AND 1900

The larger photo shows Central (Lower Square) ca. 1895 at the corner where Central Avenue and Washington Street merge. In the domered wooden building curving around the corner are, among others, Michael Sherry's hairdresser shop, James Demerritt's Dover Grocery Company and Kerwin & McGrail's apothecary shop ("open after the theatre for hot and cold sodas"). The taller brick building at the left is the Strafford Banks building (ca. 1847) and it was the bank's expansion that forever changed the look of Central Square. Shortly after this photo was taken, the wooden building was razed and the large granite Strafford Banks building was erected in its place. Called the "Fortress of Finance" it can be seen nearly unchanged to this day, in the smaller photo which dates from about 1900.

Also in the smaller photo are the electrified cars of the Dover Street Railway, owned at this time by Henry Burgett, proprietor of Burgett's (later called Central) Park in Somersworth on Willand Pond. A large fleet of seven closed cars, eleven open, and three snowplows ran from Sawyer's Mills to the amusement/recreation area at the Dover-Somersworth line. The streetcars changed names and owners several times, terminating in 1926 as the Dover, Somersworth and Rochester Street Railway. The DS & R was also known as the Damn Slow & Rough!





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.B.3.**

Resolution Number: **R – 2014.10.22 - 118**  
Resolution Re: **Gundalow Captain Adams 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 30 years the Captain Edward H. Adams, an historically accurate replica gundalow, has served as a reminder of Dover and the region's rich maritime and commercial heritage. The Adams has been owned and operated for the past 12 years by the Gundalow Company of Portsmouth; and

WHEREAS: The Gundalow Company would like to retire the Captain Edward H Adams and has offered to donate it to the City of Dover to have it displayed in Henry Law Park, or another appropriate location, for as long as the City is able to maintain, at the City's discretion; and

WHEREAS: Many area residents have donated funds to allow for the gundalow to be displayed in Dover, which would not be possible without their support.

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

That the donation by the Gundalow Company of the Captain Edward H Adams gundalow to the City of Dover 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.

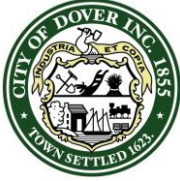
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: John O'Connor  
Councilor, Ward 1

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2014.10.22 - 118**  
Resolution Re: **Gundalow Captain Adams Donation**

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

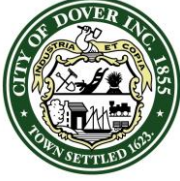
<b>VOTING RECORD</b>		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason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

### RESOLUTION BACKGROUND MATERIAL:

Between 1690 and 1900, gundalows dominated the waters of the Piscataqua region. Much of Dover's early commercial shipping success is due in large part to the flat bottomed gundalow, a watercraft indigenous to the Piscataqua region. This barge-like boat was designed to carry freight and passengers, navigating the shallow rivers and dangerous currents. The gundalows moved bricks, cordwood, granite and goods and materials to the woolen mills located in downtown Dover. By 1810, ten gundalows were in constant use on the river. Each could carry over 30 tons of cargo and could come up to the landing at half-tide.

As shipping trends changed in the 1850s, gundalow activity on the Cochecho River wained. Over time rail and trucking replaced seaboard shipping methods. The last commercial gundalow to move goods and services up and down the rivers of Great Bay was the Fanny M, owned and operated by Captain Edward H. Adams (1860–1950).

In the early 1980s the Piscataqua Gundalow Project undertook the creation of an historically accurate replica gundalow. This replica, built in 1982 on the grounds of Strawberry Banke using traditional methods, was christened the Captain Edward H. Adams. In 2002 the Gundalow Company was formed as a nonprofit organization to acquire ownership of the gundalow Adams. Ten years later the Adams was replaced with the Gundalow Piscataqua. Now in retirement the Captain Adams has been used for display purposes in and around the Great Bay region.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2014.10.22 - 118**

Resolution Re: **Gundalow Captain Adams Donation**

Based upon Dover's historic connection with gundalows, the Gundalow Company would like to donate the Adams to the City of Dover and have her become an addition to Henry Law Park, or another location in Dover for as long as the City is able to maintain the Adams. See attached donation letter.



# Gundalow COMPANY

Protecting the Piscataqua Maritime Region  
through Education and Action.

15 October, 2014

## Board of Directors

Charles G. Bickford  
Janet Dinan  
Peter Driscoll  
Robert B. Field, Jr.  
Nathan Hazen  
Cynthia Hosmer  
John Lamson  
Jeff Little  
Catharine Newick  
Jack O'Reilly  
Jeanne Rosadina  
George Samuels  
Brenda Schwechheimer  
Valerie Shelton  
Arnet Taylor, Jr.  
Benjamin Wilson  
Nancy Winthrop

## Staff

Molly Bolster  
*Executive Director*

Sue Cobler  
*Operations Director*

Mat Glenn  
*Captain*

Michele Lechner  
*Bookkeeper*

Barbara Pinto Maurer  
*Education Director*

The Honorable Mayor Karen Weston  
288 Central Ave  
Dover, NH 03820

Dear Mayor Karen Weston,

Speaking on behalf of the nonprofit Gundalow Company Board and staff, we are thrilled to transfer ownership of the gundalow EDWARD H. ADAMS to the City of Dover –where gundalows were an important part of the economic success and vibrancy of the city. The placement of the EDWARD H. ADAMS in Henry Law Park for all to see will be an honor to the hard work these vessels accomplished for many years as well as celebrating the generations of mill workers who most likely saw dozens of gundalows along the Dover waterfront.

While it is our hope that the EDWARD H. ADAMS will be placed in Henry Law Park for years to come, we understand and confirm that the Gundalow Company is transferring ownership of the EDWARD H. ADAMS to the City of Dover without restrictions or conditions and all decisions regarding the continued ownership, possession, use, maintenance, and/or display of the EDWARD H. ADAMS will be made by the City of Dover in its sole discretion.

The nonprofit Gundalow Company hereby transfers complete ownership of the gundalow EDWARD H. ADAMS to the City of Dover upon acceptance by the Dover City Council and delivery of the vessel on Friday October 24, 2014 to the agreed upon location –“the Knuckle” - on the Cochecho River where the vessel will be secured to the bulkhead. At that time, the Gundalow Company will cease to have ownership rights and in doing so will have no further responsibility for insurance or liability from that date forward.

Sincerely,

Molly Bolster  
Executive Director

Jeffrey F. Little  
Chairman of the Board

WWW.GUNDALOW.ORG

info@gundalow.org  
TEL (603) 433-9505  
FAX (603) 433-6403

P.O. BOX 425  
PORTSMOUTH  
NEW HAMPSHIRE 03802



October 10, 2014

Dover City Council  
City of Dover  
288 Central Avenue  
Dover, NH 03820

**Re: Xfinity 3D**

Dear Council Members:

In keeping with our ongoing efforts to provide regular updates regarding our service, I am writing to inform you, effective December 18, 2014, Xfinity 3D will no longer be available.

Please be advised customers are receiving notification, in advance via bill message, of this information.

Should you have any questions, please do not hesitate to contact me at 603-224-1871, ext. 202.

Sincerely,

*Bryan Christiansen*

Bryan Christiansen, Sr. Manager  
Government & Regulatory Affairs



October 13, 2014

Dover City Council  
City of Dover  
288 Central Avenue  
Dover, NH 03820

**Re: Municipal Emergency Reporting Procedure – Updated Contact Information**

Dear Council Members:

As part of Comcast's ongoing commitment to broadband network reliability, and our efforts to better serve municipal customers, I am writing to update you on our emergency reporting procedures for certain outside plant and service problems as our dial in number has changed to: [REDACTED]

In the event that any municipal building experiences problems with downed cable drops, signal transport issues with I-NET or Video Return Lines, Public, Education and Government (PEG) Access channels or to have our technical or construction staff on-site during an emergency, please follow the steps detailed below:

**MUNICIPAL - EMERGENCY/TROUBLE REPORTING PROCEDURES**

*(Please note the XOC telephone number listed below **IS NOT** for public dissemination)*

- **STEP 1 Dial:** [REDACTED] (24/7 – XOC)
- **STEP 2 Select:** Option # 4 - **Greater Boston** or Western NE regions
- **STEP 3 Select:** Option # 4 - Commercial Accounts, Municipalities, Utilities, Police & Fire
- **STEP 4 Reason for call:**
  - Option # 1 -Down Wires (will be prompted to enter zip code)
  - Option # 2 - Pole or all other Municipal Issues
- **STEP 5 Speak with Rep. and obtain job reference #**

The above steps will put you in touch with our Excellence Operations Center (XOC), 24-hours a day, and seven days a week. **Once again, please note this information and telephone number IS NOT for public dissemination.**

Please do not hesitate to contact me at 603-224-1871, ext. 202 should you have questions.

Sincerely,

*Bryan Christiansen*

Bryan Christiansen, Sr. Manager  
Government Affairs