



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2015**
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 5: BOARDS, COMMISSIONS, AND COMMITTEES**
SECTION 23: DOWNTOWN DOVER TAX INCREMENT FINANCE ADVISORY BOARD
AND SECTION 24: WATERFRONT TAX INCREMENT FINANCE ADVISORY BOARD
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. ESTABLISHING THE WATERFRONT TAX INCREMENT FINANCE DISTRICT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER'S REPORT**
 - A. December 24, 2014**
 - B. January 14, 2015**
- 10. APPROVAL OF MINUTES**
 - A. December 3, 2014 – Workshop Session**
 - B. December 10, 2014 – Regular Meeting**
- 11. MAYOR'S REPORT**



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2015**
Meeting Time: **7:00 pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. **CHAPTER 5: BOARDS, COMMISSIONS, AND COMMITTEES**
SECTION 23: DOWNTOWN DOVER TAX INCREMENT FINANCE ADVISORY BOARD AND SECTION 24: WATERFRONT TAX INCREMENT FINANCE ADVISORY BOARD
SPONSORED BY MAYOR WESTON BY REQUEST

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. **ESTABLISHING THE WATERFRONT TAX INCREMENT FINANCE DISTRICT**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Portsmouth Christian Academy**
2. **WALK – American Cancer Society**
3. **RESOLUTION: PURCHASE OF EMERGENCY GENERATOR FOR CITY HALL**
SPONSORED BY MAYOR WESTON BY REQUEST
4. **RESOLUTION: APPROVAL OF WORKFORCE HOUSING COALITION OF THE GREATER SEACOAST AMENDED LEASE**
SPONSORED BY MAYOR WESTON BY REQUEST
5. **RESOLUTION: B15020 DESIGN CONSULTANT LEIGHTON WAY PUMP STATION REPLACEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
6. **RESOLUTION: B15023 BOB CAT MT55 MINI TRACK OR EQUAL**
SPONSORED BY MAYOR WESTON BY REQUEST
7. **RESOLUTION: PURCHASE OF 2015 MODEL YEAR VEHICLES - STATE OF NH CONTRACT**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2015**
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

B. RESOLUTIONS

1. **DOVER LOT LINE ADJUSTMENT REQUEST – H53 MAST ROAD, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST
2. **ACCEPTANCE OF DEVELOPMENT AGREEMENT BETWEEN THE CITY OF DOVER AND H53 MAST ROAD, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST
3. **COLLECTIVE BARGAINING AGREEMENT FOR AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, COUNCIL 93 - LOCAL 572 (AFSCME)**
SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

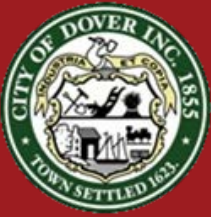
1. **CHAPTER 166, SECTION 50 – STOP SIGN AT INTERSECTION OF CLIFFORD STREET AND TOWLE AVENUE (TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 28, 2015)**
SPONSORED BY MAYOR WESTON BY REQUEST

14. COUNCIL CORRESPONDENCE

- A. Letter from Councilor Anthony McManus.
- B. Letter from Comcast, dated November 18, 2014.

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



City Manager's Report

City of Dover, New Hampshire

December 24, 2014

Reporting on November 2014



Winter Night by Sean Hennessy

J. Michael Joyal, Jr.
City Manager



INSIDE THIS REPORT

Leadership Team	2
Utilities	3
Streets, Grounds, Facilities & Parks	5
Emergency Management	10
City Outreach	14
Current Special Project Highlights	18
City Programs	19
Capital Improvements Program	23
Recognition	24
Professional Development	25
Employee Spotlight	27
Administrative Services	28
Parking & Traffic	29
Progression & Growth	31

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.

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
Assistant City Manager -
Planning Director



Douglas Steele
Deputy City Manager -
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	\$2,320	\$138,383	\$204,154	\$1,975
3rd Quarter Residential Usage	7,873	\$33,284	\$795,445	\$832,734	\$8,087
** Other Service: Backflow Inspections, Hydrants, Firelines & Service Charges					

Water Rate: \$4.69
Sewer Rate: \$7.24

The Utility Division Maintains:

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

Utility Crews conducted unidirectional flushing during the month of November and will be completed with this project in mid-December. Flushing is an annual event to help ensure water quality to all residents in the City of Dover.

710.26 tons of top coat asphalt was laid on Roger Street completing the water main install project.

Crews were called in after hours for a water main break on Grove Street. Four staff members repaired the water leak utilizing the sewer jet, two dump trucks and two service trucks. They repaired 8 feet of a 6 inch line as well as replacing the water gate.

Water meter crews attended to 31 final readings, 38 stopped meters and installed 3 new meters. Crews also completed 36 back flow tests and monthly water meter readings.

Four members of the Utility Division dug test pits on Silver Street to locate the water line for future hydrant installations.

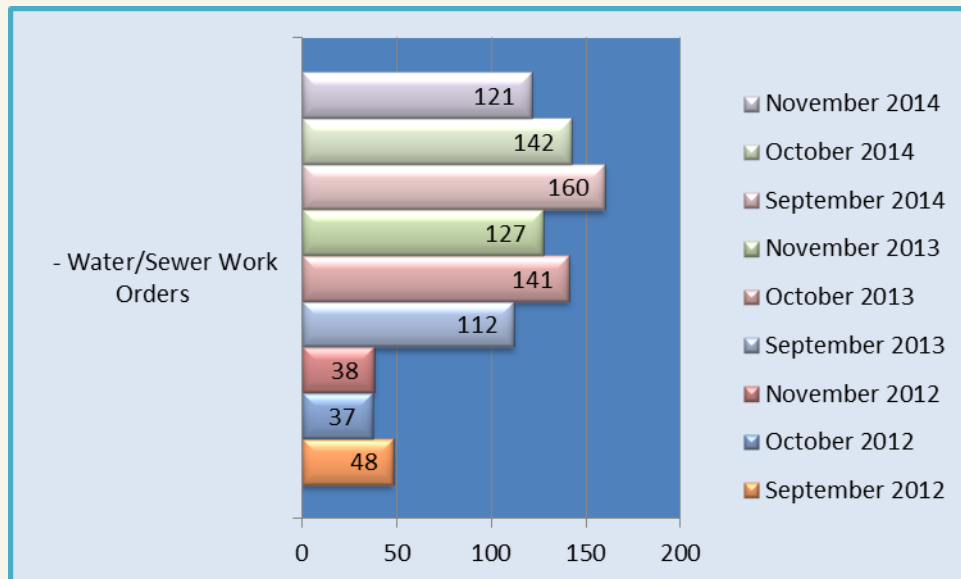
Crews installed a new three quarter inch water line from the police horse stable to the horse pasture. Crews also installed two 2" water taps at Webb Place being completed by one Maintenance Mechanic and one Truck Driver. A curb stop was replaced at Hancock Park by four members of the Utility Division as well as a water service installed on Central Avenue. An additional leaking service at another location on Central Avenue was repaired as well.

Pump station and well operators were on duty throughout the Thanksgiving holiday attending to power outages at nine pump stations and two wells. Remaining utility crew members aided with the snow removal, salt and sanding of the 7" snow event.

Crews worked to remove the twelve inch ductile iron pipe that runs through the pedestrian tunnel and under Spaulding Turnpike.

Staff fielded three calls for sewer back-ups on Rutland Street, Wallingford Street and Auburn Street. All lines were TV inspected revealing that city lines were clear and sewer issues were on the resident's side of the sewer service. As part of quarterly sewer line maintenance, crews jetted and cleaned the lines for Hampshire Circle.

Crews were called to a sewer main break on Fairfield Drive. Crew members utilized two dump trucks and a service truck to repair the break.





City Streets, Grounds, Facilities & Parks

The bid for architectural design and construction supervision services for the repair/reconstruction of the library's 110-year-old chimney was awarded to AG Architects, PC, of Dover.

The Gundalow Captain Edward Adams was donated to the City of Dover. It was delivered to the City via the Cocheco River in October. It is being temporarily stored on River Street. It will have a permanent home created in Henry Law Park next summer. The preparations of Garrison Hill Sledding and Snowboard area are underway and will hopefully be ready for use as the first snows arrive.

The Facilities, Grounds and Cemeteries employees handled 2 service calls and 145 work orders in the month of November. Employees attended 5 full burials & 1 ash burial in Pine Hill Cemetery during this month and one monument was set in place.

Long time cemetery board member William Knowles passed away unexpectedly on November 17th. Bill was a valued presence on the board and his informative and gracious manner will be missed. We are saddened by this loss and very grateful for Bill's decades of service to the community.

Many city divisions prepare the polling locations at election time in each of the City's wards. These divisions came together in November for the election to set up, maintain order for citizens during the election, and then took care of wrapping everything up after the election.

Traffic light complaints such as an arrow that stays green, signals cycling too quickly, lights going to flash during a storm took three and a half hours to resolve or inspect. Clocks and school zone lights around town were set back for daylight savings time.

Traffic light complaints such as an arrow that stays green, signals cycling too quickly, lights going to flash during a storm took hours to resolve and inspect. Clocks and school zone lights around town were set back for daylight savings time.

Employees set up chairs and the PA for the Veteran's Day service held in the auditorium at City Hall on the 11th.

The collection and removal of leaves from Pine Hill Cemetery continued, with over 100 hours of man power put forth for this task. The Strafford county Community work Program assisted with this clean up, and the Dover Alternative School students came in to help pick up fallen branches and litter on two occasions this month. We thank them for their help! The area in front of the Children's Museum was also cleaned and leaves removed.

A meeting with Pan Am representatives was held to ensure proper instruction for when employees are clearing snow from the loading decks and areas along the train station and tracks.

Dover Maintains

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

The 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 December. Below is an article in the Foster's Daily Democrat by Casey Conley:

The city's skateboard park is getting a facelift.

The well-used but aging skate facility on River Street will soon have full-size half pipe thanks to four local volunteers. Money for the project came from fees paid by a developer.

James Boos, Steve Stripto, Chris Trembley and Matty Johnson have been working on the half pipe since August. Depending on the weather and other factors, the 5-foot-tall by 70-foot-wide wooden element could be ready by spring.

"We are looking forward to skating on the new ramp as much everyone else," Boos said Wednesday.

Although plans for the half pipe came together relatively recently, the project has its origins with the \$65 million Dover Landing project that was abandoned this summer. As that project ramped up in the late 2000s, there was talk of moving the skate park.

Around that time, a committee run by Boos, Stripto, Trembley and Johnson began looking for a new site for the skate park, which was built in the mid-1990s with help from the local Rotary Club. More recently, Dickinson Development Corp. paid \$40,000 in fees to extend deadlines for Dover Landing.

Half that money was set aside for the skate park. The other half went into a city reserve account, City Manager Mike Joyal said.

Although the skate park could move in the future, that's not likely for at least a few years. The committee received permission to use some of the Dickinson money for a half pipe that can be reassembled elsewhere if need be.

"The decision was made to build a half pipe. We went through several months of designing it and planning it and budgeting for it. We ended up coming up with a design we are building now," Boos said.

Stripto, a local builder, supplied the tools and know-how, and the city's purchasing office bought the supplies, which cost about \$13,000. The total job could have cost more than \$40,000 had the city hired a contractor, Dover Recreation Director Gary Bannon said.

Trembley is a former professional skateboarder who competed around the world, while Stripto has built skate parks elsewhere. The four met years ago through skateboarding, and although they have families and other obligations, they still enjoy the sport.

"We are all very avid skateboarders," Boos said. "Steve and I have known each other since before kindergarten ... and we have been Dover residents for past 15 years. We had built and designed skateboard ramps ever since we were teenagers."

Bannon said the half pipe will be a unique addition to the Dover skate park. He praised Boos, Stripto, Trembley and Johnson for carrying out the project.

"It's a great combination of volunteerism and contributions and using resources wisely," Bannon said. "All in all it will be a great feature for Dover."



Photos by
Ryan McBride



Preparations for winter include completion of winterization of recreation buildings and River Walk spigot, putting out additional ice melt buckets and sand barrels.

The flag pole was removed and placed in storage while the Christmas tree was put in place in Rotary Park. Community Services employees from Public Works and Facilities & Grounds worked to cut the tree and transport it to Rotary Park. The bucket truck was used to raise the tree into place, where it was later decorated with lights.

Christmas lights were checked and strung on buildings and trees in the downtown area by F&G crews and many volunteers from the City lights committee.

The Fire Department assisted Community Services and City Lights volunteers with the wrapping of the garland at City Hall. They also assisted with attaching lights to the windows on the front of the building for the "Listen to the Lights" display. This is a City Lights cooperative project – headed by Harvey's Bakery owner Pam Simpson - designed and implemented by local teen, Luke Dobson. Luke is the 15 year old creative mind behind this project. Our thanks to Luke, Pam and the Fire Department personnel for their efforts on this project!

Forty-eight work orders were generated dealing with building issues from changing light bulbs (5) and ballasts (2), to changing or washing filters and changing batteries in various units. Overhead Door responded to an issue with the exit door in the Public Works garage. Eighteen hours were spent moving items from one place to another, with six of these involving moving leftovers from the Library book sale to the Recycling Center. A banner was removed from the stage area at Rotary Park. Three heating issues were dealt with and one chirping alarm was resolved. Crews assisted with the November 26th and 28th snow events plowing, shoveling and removing downed trees. Multiple complaints regarding fallen trees and limbs were dealt with during the storm and cleanup continues.

Four work orders regarding traffic signals were processed, three were complaints that were unfounded or not able to duplicate. Two hours were spent replacing décor light bulbs and nine Dig Safe requests were investigated and responded to. Three street lights were reported to PSNH for repair.

Sign work included the installation of 14 signs and posts, and 13 new signs being created.

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. Facility and Grounds personnel conducted the required monthly fire extinguisher inspections and elevator inspections. Seven keys were issued this month for various reasons. Light bulbs were changed in the score board at the McConnell Center and in the clock faces at City Hall.

Three custodians at City Hall and one at Public Works 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 Station.

Administrative staff fielded 9 service calls requesting pothole repairs. Crews repaired 117 potholes and 5 shims applying 31.73 tons of asphalt on various areas throughout the city completing the repairs in 48 man hours.

One Heavy Equipment Operator worked to sweep the Industrial area, Broadway Area, and Country Farm Road area.

Crews assisted the Town of Rollinsford grinding and repaving bad areas of Oak Street. The City of Dover trench patch contractor cut out and repaved areas on Hillcrest Drive, Meridian Drive, Gladiola Way, Atina Way, Spruce Lane, Forest Street, Durham Road and Dover Point Road. Crews also repaired the gravel shoulders on Atina Way and Sixth Street.

Test pits were dug on Horne Street and Ash Street Extension in preparation of installing new drainage in the spring of 2015.

Several staff members utilized the Streets Division equipment to remove leaves and debris from the roadsides and catch basins to prevent flooding. Crews also cleaned the new catch basins installed on Roger Street as well as mortared the inside around the pipes.

The Streets Division received and piled 401 tons of rock salt into the salt storage area. Crews distributed 11 sand barrels to various walking ramps and hillside areas to be used as needed in slippery conditions. Crews also filled the resident salt/sand pile, located on Shaws Lane, with 21 yards of salt/sand mixture.



Crews worked with Facilities & Grounds staff to cut down, transport and set into place this year's, downtown Dover, Rotary Park Christmas tree, donated from a resident of Berwick, Maine.

A couple of staff representatives spent one day training the newest Community Services employees on the proper operations of the Holder sidewalk tractors.

Streets and Stormwater crews worked to distribute 7.25 yards of salt to treat icy road conditions during the November 18th storm event. These crews, assisted by Utilities, Facilities and Grounds and Waste Water Treatment Facility employees worked overtime hours plowing a 7" snow event and spreading 235.3 yards of salt and 106.5 yards of salt/sand mixture during the November 26th storm event.

Crews were called back in on November 28th to plow and treat roads for a 1.5" snow event working 83.1 over time hours and applying 46 yards of salt and 23 yards of salt/sand mixture. Crews continued to work the week after the storm events to remove downed trees and limbs from walkways, sides of roads and public parks.

Cemeteries:

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

Parks & Playgrounds

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

Emergency Management



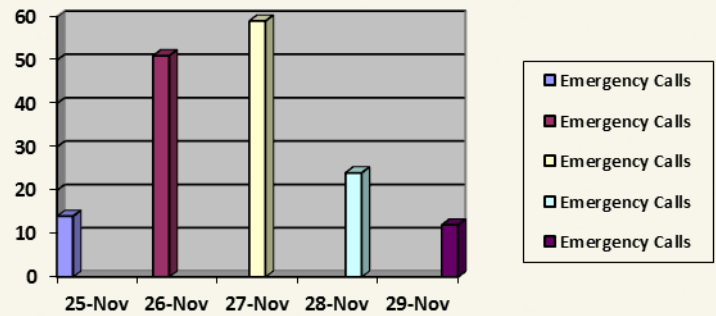
The Emergency Management (EM) Director this month managed one significant event during the month. A significant snow storm hit during the Thanksgiving Holiday in the Dover Community. This event started off with the New Hampshire Homeland Security and Emergency Management communicating an alert to the community Emergency Manager that a significant storm event potential is predicted. The Emergency Manager (EM) alerts all Department Heads and key personnel with the most accurate information available.

This triggers the Fire Department to perform checklist items to ensure fire members are prepared to handle multiple calls and essential equipment is readied and made available. The storm hit on 11/26/2014 and the first storm related call came in around 3:30 pm. The storm calls increased, surpassing the shift capabilities at 7:00 pm when management brought in off duty personnel to keep up with the responses needed. The storm was supposed to bring 3-6" of snow to our region. The temperature was supposed to get colder towards the end of the storm to create a lighter snow. The temperature maintained at 32 degrees which ended up bringing wet, heavy snow throughout the event. Areas of the City were without power. The peak power outage was approximately 6300 residents on Thursday 11/27/2014 at approximately 8:00 am. The bulk of emergency calls were: power or utility lines down from branches, fire alarm activations from power outages, trees downed and motor vehicle accidents from slippery roads. The Fire Department typically responds to an average of 13 calls a day but Thursday and Friday's call volume was increased with crews responding to 83 emergency calls.

The Emergency Management Director on Thursday the 26th of November was on a conference call with the State of NH HSEM at 10:00 am and soon realized Dover was not hit as hard as some communities in central New Hampshire. The EM Director was communicating with the City Manager, Police, Community Services, Fire and PSNH to help target needs for the Dover Community. The EM Director contacted PSNH to target power recovery to the downtown area to recover infrastructure like the street lights and elderly housing. The next priority from this storm was the City water supply wells followed by power restored to residential areas and the sheet of ice at the arena to keep the indoor ice from melting. There were approximately 230,000 residents without power across NH. The Emergency Management Director in conjunction with his staff evaluated the need for a shelter or warming station on the Thursday. The Dover Community had no requests and the information given by PSNH predicted significant progress with power recovery for that day. The recreation staff led by Gary Bannon, had coordinated staff to be ready for a shelter at the McConnell Center. Closing out the day, power restoral progress was less than anticipated. The decision was made to open a warming shelter for residents from 7:00 am until 9:00 pm the following day with the determination of a shelter based on request and usage. At the peak of the storm, we had command staff working Web EOC which is a State of New Hampshire tool to help Communities communicate needs and infrastructure issues. Dover had four road closures during storm.

During November 28th the Fire & Rescue Service demobilized and recovered storm related equipment, cleaning and readying it for the next event.

The days following a storm event impact the fire service delivery due to call volume. This chart shows call volume starting with the day prior to the storm. Fire & Rescue averaged 13 calls a day for the month of November for the last three years. This year, the call break down was: 14 calls on the 25th, 51 calls on the 26th, 59 calls on the 27th, 24 calls on the 28th and 12 calls on the 29th.



Fire & Rescue finished up the Seabrook graded exercise and the Emergency Operation Center (EOC) drill. FEMA, the State of New Hampshire and NH National Guard evaluated the City while Seabrook performed during their Hostile Action Base Drill. Fire & Rescue followed its protocol of opening up a reception center, traffic management plan and Emergency Management direction for a multi-day event. This was successful and the City of Dover plan was tested.

Wentworth Douglass Hospital had a Radiological drill that Fire & Rescue participated in to help them evaluate their contaminated patient capabilities. Dover Fire Ambulance 3 transported a contaminated patient to the hospital to practice personal protective equipment usage and patient treatment protocols.

The Fire & Rescue Department performed interviews and an assessment center to prepare for vacancies and future potential retirements. The process is extensive and a multiday event. The process included interviews and an assessment center that off-duty members help evaluate potential candidates in practical fire exercises.

Fire & Rescue has worked hard to support the Dover School System. The Career Technical Center classes for Fire 1 and EMT classes are provided at the North End station. The EMT class reinforced Patient Assessment Skills. They did practical exercises utilizing these skills to treat a medical and trauma patient. The Fire 1 Class has been learning Wildland Firefighting.

Communications Bureau:

Communications Bureau statistics for November are:

Radio Transmissions	11,989
Phone calls	9,154
911 calls	456
Police Alarms	116
Lobby Traffic	440



Fire personnel participating in WDH Radiological Drill

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 November the K-9 Unit conducted a total of 20 hours of training including successful certification as a Patrol dog. The team was called out twice during the month of November for two separate robbery investigations.

Collision Investigation Team:

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

Special Investigations Bureau (SIB):

During the month of November 2014, there was one letter generated by the Dover Police Special Investigations Bureau that was sent to a certain licensed liquor establishment in Dover. The 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.

Twelve 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.

SIB detectives continue investigating multiple residential burglaries that occurred in one night in September 2014 in the same neighborhood. Detectives have solid leads and the case is progressing.

SIB detectives investigated a bank robbery that occurred during November 2014. As a result of the investigation, a Manchester man was arrested and charged with the robbery.

SIB detectives also investigated a theft of a firearm. The firearm was recovered and an arrest is expected shortly.

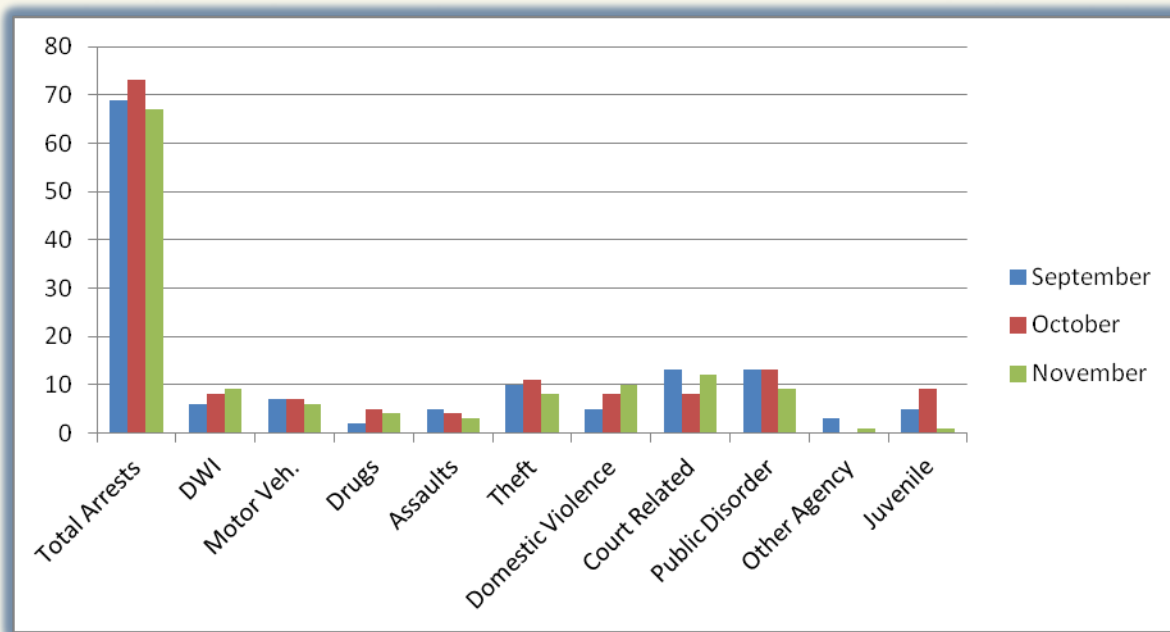
SIB detectives are investigating two robberies that occurred during November 2014, one at a local pizza shop and one at a local convenience store. Another convenience store robbery from October 2014 is also under investigation.

During November 2014, SIB detectives assisted New Hampshire Probation and Parole Officers in locating and arresting a Dover man who had failed to comply with parole requirements.

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

SIB personnel also investigated two unattended deaths that occurred in Dover.

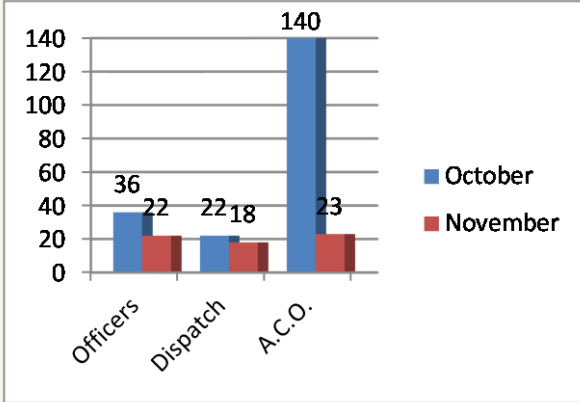
Patrol



During the month of November, the Dover Police Department responded to 2966 incidents throughout the city. Police officers made a total of 889 car stops and issued a warning or a summons. This chart depicts arrests made in general areas of enforcement.

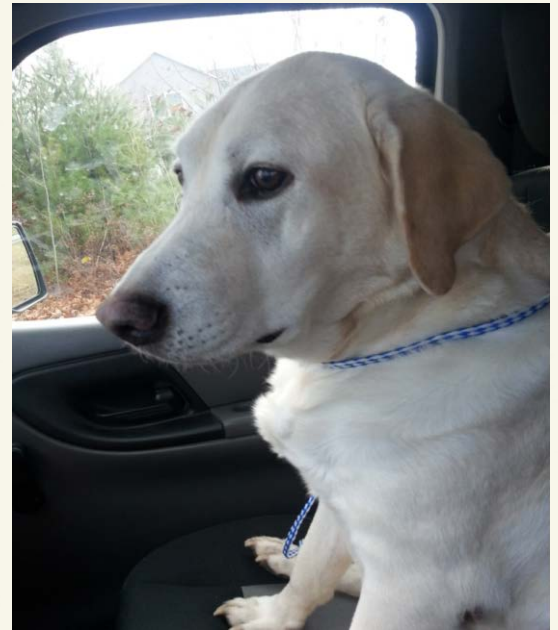
Animal Control:

During the month of November, ACO Ladisheff worked diligently to bring the dog licensing in Dover up to date. The Police Department sent certified mail to 157 owners of unlicensed dogs in the city. Some have been ordered to appear in court but the vast majority of the dog owners have come into compliance. Dog registration is important so that the Police Department can reunite lost pets with their owners while also tracking rabies vaccinations which help to protect the public.



Total animal control calls for service in November was 63.

The ACO returned 40 voicemail messages during the month.



This is a photo of 10 year old Kiwi being transported back home after her owner reported her missing.

Downtown Liaison Unit

During the month, the Dover Police Department's Downtown Liaison Officers engaged in the following enforcement activity and citizen contacts during their patrols of downtown Dover. This includes crosswalks and parking lots, the Community Trail, Henry Law Park, the Skate Park, Maglaras Park, and the railroad yards.



- 20 - Pedestrian crosswalk warnings
- 22 - Public assistance calls
- 10 - MV pedestrian right of way warnings
- 2 - MV one way warning
- 12 - Parking assistance calls
- 7 - Warning bike on sidewalk
- 4 - Skateboard warnings
- 5 - Roadway obstructions
- 2 - Warning Criminal Trespass
- 1 - Assist arrest
- 2 - Directed patrols (panhandling)
- 1 - Assist suspicious activity
- 2 - Speed warnings

To the left, Officers Caproni and Murch participate in the Dover holiday parade.

The City of Dover has three fire stations.

Liberty North End Fire Station

Central Fire Station

South End Fire Station



The Public Library was busy in November reaching out to patrons. The library has 5,212 social media followers: 1,526 on Facebook, 583 on Twitter, 82 on Instagram, 932 on Pinterest, and 2,089 subscribers to the library's two e-newsletters. The library website received 139,713 hits during November. The Library posted 66 items on Facebook, 14 on Instagram, 37 on Twitter, and added 82 pins on Pinterest. Staff wrote 11 Blog posts, and sent four press releases to media outlets during November.

The public library borrowed 89 items from the school libraries and sent 93. The public library's System and Technology Librarian Peggy Thrasher aided the school librarians with Koha library system issues on 5 occasions during November.

The Department of Planning and Community Development continued to update its blog, Facebook page and twitter feed to communicate with the public. The Department of Planning and Community Development has 271 Facebook (City of Dover NH Planning) friends and 647 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail, which has 887 fans.

The Department of Planning and Community Development mailed out 25 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the Dover Download.

Planning and Community Development staff coordinated a public hearing on November 20th, for the Transportation Advisory Commission to receive public feedback on the Downtown Access Plan. The meeting was attended by approximately 50 members of the public, who broke into small groups and worked with the consulting team to understand the proposed plan.

In November, Planning and Community Development staff continued to update the City website with presentations and reports regarding updates to the waterfront development, public private agreements (Developer Agreements/Purchase and Sales etc) and maps related to master plan work and floodplain management. There are now over 250 sources of information listed. This data can be found at <http://www.dover.nh.gov/government/city-operations/planning/planning-documents/index.html>

According to the City's IT Director, there has been a significant increase in outbound communications. Spikes have been noticed in videos viewed by the public and postings to social media by the public. The City now has better video analytics which seem to indicate previous numbers have been a bit underreported. The City has also stepped up social media postings, but a good chunk of the increase is related to the Driving Dover parking initiative, which can be 6 or 7 postings a day or more, seven days a week.

Fire & Rescue personnel completed delivering coats from Operation Warm to children in the grade schools. Providing the gift of warmth to children in the communities they protect, Dover Firefighters have become ambassadors of Operation Warm. Over 160 new coats were given to local children in need.

Fire & Rescue was responsible for in service medical coverage for the Cocheco Challenge half marathon. This 13.1 mile race through Dover was the first half marathon. Engine Company and the Ambulance provided medical "stand by" for the Turkey Trot 5K race at Garrison School in the Dover Race Series. This event was in the height of the Thanksgiving Day storm and had up to 500 participants.

Engine 7 and Ambulance 1 provided standby at the Dover High School Unified 5k. DHS Unified is a school group that uses sports and education programs to activate young people with and without disabilities to develop school communities where all youth are agents of change – fostering respect, dignity and advocacy for everyone. After the race all were invited to the gym for a health fair put on by the DHS Science Department.

The Amateur Radio Emergency Service (ARES) Club utilized the North End Station training room for their monthly meeting on November 8th and utilized the Department HAM radio for a state wide drill. The 6 hour event ensures that we maintain this vital resource for disaster management.

Engine Companies and off duty personnel participated in Caring and Sharing at the Hannaford Grocery store parking lot for the largest area food drive.

Central Station Engine personnel taught part of the Wentworth Douglass babysitting class for fire safety messages and general emergencies.

The Dover Holiday Parade was well attended by on and off duty Dover Fire personnel. Traditionally, they host a family pot luck prior to gearing up for the parade. This year, the Dover Fire Honor Guard participated which was followed by off duty members and their families carrying a large American Flag. This year was especially significant as they had their own employee Lynn Conway, along with her husband Dick Conway, play Santa and Mrs. Claus.





Dover fire trucks and personnel assisted the City of Dover Lighting Committee and the Facilities and Grounds Division with lighting City Hall for the holidays. Each year the Fire Department puts the garland on the columns, but this year the lighting was very extensive. Here are two pictures of members assisting with this endeavor.



On November 6, 2014 Detective Matthew Travaglini conducted a school safety presentation at St. Mary's Academy.

On November 13, 2014, Detective Travaglini conducted a security presentation at Dell Services.

Sergeant Speidel coordinated the logistics of voter parking at four of the six ward polling facilities during the state mid-term election on November 4. 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 coordinated the Police Department's traffic control logistics to facilitate the city's annual Holiday Parade on November 30. Sergeant Speidel worked closely with the event's new organizers, the Dover Children's Center. The Traffic Bureau was responsible for coordinating the temporary suspension of freight train service at the Dover grade crossings, the advance posting of on-street parking restrictions, the deployment of temporary traffic control equipment to set up various traffic detours, and the scheduling and assignment of police personnel and Strafford County Citizen Corps volunteers to assist with traffic control.



Dover Police cruiser on Central Avenue leading the Annual Holiday Parade.

Police Facility & Parking Garage

The project design team of Lavallee Brensinger Architects, Architects Design Group and Walker Parking Consultants has completed final construction documents.

Phase I of construction continues. The work is being performed by SUR Construction, the firm selected to conduct all excavation and road improvements for the project. During the month of November, SUR Construction and Harvey Construction, the project's Construction Manager, has completed the base paving of the newly aligned Orchard Street as well as the installation of underground utility conduit. The lot has been open during construction and parking has been available in approximately 130 parking spaces.



Conduit along Chestnut Street.

Crews paving the newly aligned Orchard Street

Currently, Public Works projects such as Tolend Road, Watson Road and Silver Street, have been wrapped up for the winter months. Work will resume in the spring.

City Programs

Gym

Sign-ups are ongoing for many basketball leagues, including Kinder Shots, Lil' Shots (1 - 2nd graders), Midget (3rd and 4th graders), 5th & 6th grade house, Junior High (7th & 8th grade), and High School Boys. The 18+ Men's Basketball league began games on November 9th. Games are played at the McConnell Center on Sunday mornings and Thursday evenings. The 50+ league has 6 teams and began games on November 19th. They will continue games on Wednesday nights. The 35+ Men's Basketball League held their preview night for new players and they begin games on December 1st. All men's leagues are full. The Seacoast Women's Basketball League hopes to recruit one more team and begin games in January on Sunday afternoons at the McConnell Center. The 5th & 6th grade house basketball league held their work out on November 15th at the Garrison Elementary School Gym. There are 7 boys' teams and 2 girls' teams, and they will play most of their games on Saturday mornings at the McConnell Center, while practicing during the week at the elementary school gyms in the evenings. 7th & 8th grade workout day was held on November 22nd at the McConnell Center and now have 5 teams. Badminton continues on Friday nights from 6-9pm while volleyball is currently only on Sunday afternoons. Coyote Club Wildlife Education Program which is held at Bellamy Park, will wrap up in December and hold a new session beginning in January. Adult fitness schedule continues to be packed full of a variety of classes to suit every fitness need. New sessions of Interval Toning, Muscle Power, Yoga, Beginner Yoga and Zumba® classes begin every 6 weeks. All classes will begin new sessions in January. The gym was rented out for 2 birthday parties this month on Sunday afternoons.

Pool

During the month of November the Indoor Pool saw the end of the fall session of swimming lessons for the public. The pool has seen its fair share of Therapy Swimmers, with the cold weather more seniors are definitely utilizing this time. Hydrofitness class continues to draw about 20 participants despite the holiday season. High school swimming has begun with Dover High, St. Thomas, Spaulding, Oyster River and Berwick Academy using the pool on a regular basis. The Masters team is still running strong with 25-30 swimmers every practice. Seacoast Swimming continues its short course season coming in every day of the week except Sundays. Birthday party reservations are beginning to get busy as the snow approaches; it is expected that January and February will be very busy at the pool on the weekends.

Ice Arena

The winter season has kicked in at the Dover Arena. Recreational skating, stick practices and Rock Night are all busy with both adults and youth skaters enjoying the ice time. The Dover skating and hockey programs are running smoothly and will soon be coming to an end as the high school hockey season begins late November. These programs will start up again in late winter for youth and adult skaters and hockey players. Recreational skating and stick practices continue to be popular activities at the Dover Arena and staff expects it to pick up even more. The Dover Arena again hosted the Coca Cola Classic hockey tournament and welcomed teams from New Hampshire and Massachusetts over the holiday weekend. Santa and Mrs. Claus will be visiting the Dover Arena on Sunday, December 14 at 1:30 PM for fun story time and holiday songs. Adult and youth stick practice: 404 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. Pickleball continues to be a great draw for new members. Pickleball combines elements of tennis and ping pong on a badminton sized court, using a whiffle ball. Pickleball is held Friday mornings at 9am. In November, 41 people enjoyed learning and playing this new lifetime sport!

70 seniors joined for lunch this month at the Senior Center. 32 day trippers got cultured this month with music from the United States Air Force Woodwind Band at the Rochester Opera House and a simulcast of Carmen from New York City to the Portsmouth Music Hall. 38 seniors went on a Casino Escape overnight where they visited both Foxwoods and Mohegan Sun in one fun trip. The Senior Center Travel Office also released many new trips for the first half of 2015, including Ottawa Canada and day trips to Boston for the JFK Library and the Boston Museum of Science.

Mystery Lunch: 54 participants

Public Library

The Friends of the Library's Booksale concluded on November 8. Proceeds totaled \$7,161.

Because the library has many newspaper subscriptions, they see lots of advertising coupons inserted into those papers. A staff member has been saving and cutting those coupons and is sending them to a program called "Expired Coupons for Overseas Military" where a specific family is "adopted" and coupons are sent directly to them. The first batch was recently shipped to Korea and weighed 3 lbs, 6 ounces. Much better than throwing them away!

On November 12, the newly preserved and digitized Dover City Directories went online. Twelve local residential and business directories, from 1865—1888, are now available through the library's website or at this direct link <http://dover.advantage-preservation.com/> for easy keyword searching.

Library programs during November were numerous and diverse: in addition to regular story times, craft sessions, movie showings, and Lego days, the library also hosted a preview performance of The Nutcracker Ballet by Northeastern Ballet Theatre and a talk by NHL linesman Brian Murphy on life in the National Hockey League. Staff also proctored 6 exams for the public and instructed one "Book-A-Librarian" appointment. November attendance at 38 total library programs was 863.

The Dover Court Diversion Committee

The Diversion Committee met on Thursday November 20, 2014. There were a total of 9 active or pending Diversion cases.

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

Community Service Program

The Community Service program tracked four active participants during the month of November of 2014. A total of 21.5 hours of community service work was completed. One of the participants finished his/her assigned hours.

In 2014, a total of 200.5 hours of Community Service have been completed.

Dover Youth to Youth:

Youth to Youth provided training to the Granite Youth Alliance Conference on November 15th 2014 in Exeter NH with roughly 60 students in attendance.

GYA is a youth leadership strategy which focuses on reducing substance abuse. It consists of a network of youth groups in various communities throughout Rockingham County. They work in their own community and as a larger network to raise awareness for the prevention of the problems youth face every day. GYA is modeled after the evidence-based youth empowerment model developed by Dover Youth to Youth.

Youth to Youth students provided participants with advanced training, information and skills that they will then take back to their own groups.

The Dover Police Department's Dover Youth to Youth group recently purchased the Samantha Skunk program from its creator, retired UNH Professor of Business Bill Scott. The formal transfer of ownership was celebrated at an event on Wednesday November 5, 2014 attended by Mr. Scott and a large number of Youth to Youth members.

The Samantha Skunk character was first created to tell a story about smoking cigarettes in a way that kids ages 5-7 could relate to. Professor Scott was inspired to create the program because of his daughter's asthma and the difficulty she experienced when exposed to cigarette smoke. Since its creation, Youth to Youth has produced two variations of the original script; one that focuses on medicine safety, and one centered on exercise and lung health.



Going forward, groups from around the country that want to present the program in their communities will have to purchase the rights to do so through Youth to Youth. This should provide some funding for the Dover program in the future.

To the left, Professor Bill Scott and Samantha Skunk characters at the press conference announcing the purchase of the program by Dover Youth to Youth on November 5th.

Dover Coalition for Youth

Thirty students from Dover High School gave up a vacation day on November 7th to attend a Life of the Athlete training. The training provided students with information on how lifestyle choices like drinking and doing drugs impact athletic performance. The student leaders were also trained on how to confront their teammates or other students about risky behaviors. The Life of an Athlete program is a STOP Act Grant project that addresses substance use among student athletes.



Officer Sean Kennedy, the Dover High School Resource Officer, gives a presentation about alcohol laws during Life of an Athlete Training.

Dover Teen Center

The Dover Teen Center calendar for November 2014 consisted of educational and social programming for its youth participants. For the month of November 2014 the Teen Center saw a total of 576 participants on 17 days of programming, which yielded an average of just under 34 participants per day.

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

- TC Snack Special – “Soup-A-Palooza” (11/3)
- TC Special Event – “Teacher Workshop Day” (11/7)
- TC Music Event – “DoverPalooza: Harvest Howl Show” (11/10)
- TC Snack Special – “Build Your Own Burger” (11/12)
- TC Tournament – “Wii Olympic Games” (11/17)
- TC Annual Event – “Community Thanksgiving Dinner” (11/26)
- TC Annual Event – “Annual Dover Holiday Parade” (11/30)

There were 12 new registrations at the Dover Teen Center during November 2014.



Above, some Teen Center participants and their families enjoying the annual Thanksgiving Celebration at Blue Latitudes on November 26, 2014.

Dover Housing Authority:

On November 5, 2014, Officer Feliciano shadowed Detective Traviglino while he was teaching his DARE class at the Dover Middle School. During that time, Officer Feliciano observed the way that Detective Traviglino teaches the DARE curriculum. In December, Officer Feliciano will be trained as a DARE instructor and will begin teaching his own classes in January.

On November 19, 2014, Officer Feliciano assisted Detective Traviglino with the PACT (Police and Community Together) Program for parents of fifth grade students. Detective Traviglino and Officer Feliciano went over trends in drugs and statistics associated with substance abuse. Officer Feliciano passed around drugs that were seized during arrests so parents could see what kinds of drugs were commonly used.

On November 26, 2014, Officer Feliciano attended the thanksgiving luncheon held at Blue Latitude in Dover, NH with a group of seniors from the Dover Housing Authority. Officer Feliciano as well as other DHA staff picked up the seniors from their housing areas and transported them to the restaurant. Once at the restaurant, Officer Feliciano spent time with the seniors as they were eating lunch.



Teen Center participants enjoying some computer time.

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: Utilities have been installed on the section from Arch towards the Turnpike and it has been base paved. Curbing has been installed and a temporary sidewalk has been installed. No further work will take place on Silver Street this year. Work on the water main by the turnpike will finish the week of December 15th.

Previous: Construction started in August and will continue as long as weather permits between Arch Street and Exist 8. Utilities have been installed on the first section and it has been base paved. Curbing and sidewalks will be installed before construction ends for the season. Traffic patterns will change daily as work moves along.

GRIFFIN WELL REPLACEMENT

Current: Emery and Garret Groundwater Inc. has identified a location at which to relocate the Griffin well. A final report of the results from a short duration pump test is being prepared for submission to NHDES for their review and comment prior to the development of a production well and long duration pump test needed for the approval of a new supply well. The NHDES has agreed to fund the remainder of the well siting effort with MTBE settlement funds they have recently received. MTBE has been a persistent contaminant in the Pudding Hill aquifer. This development will remove or significantly reduce future costs to the city for the relocation of the Griffin well.

TOLEND RECONSTRUCTION

Current: The section of Tolend Road from Whittier Street to Columbus Avenue has been top coated. The driveways will be paved in the spring. The contractor is hoping to get the double yellow centerline installed this year, weather permitting. Crack sealing has occurred on the section from Columbus Avenue to the Town line.

Previous: The section of Tolend Road from Whittier Street to Columbus Avenue will be top coated this year. Crack sealing will occur on the section from Columbus Avenue to the Town line.



Recognition

Library Assistant Aimee Lockhardt was awarded the \$1000 Rosalie Norris Scholarship from the New Hampshire Library Association, plus an interest-free \$1500 F. Mabel Winchell loan. Aimee also was the recipient of a \$500 Mildred McKay Scholarship from the NH Library Trustees Association. Aimee is a Library Science graduate student at Syracuse University.

Aimee also spearheaded the library's participation in the Horror Writers Association's "Halloween Haunts" contest, winning 1st Prize for her Horror Fiction display (\$50 prize).

ACKNOWLEDGEMENTS

The City of Dover Lights Committee did an amazing job of illuminating City Hall with Christmas lights and wreaths. Thank you to all involved in making city hall and the Dover downtown festive this holiday season.

Professional Development

Three library staff members attended a Primex workshop, "Getting Chronic Conflicts Unstuck" at the McConnell Center on November 6.

Three library staff members also attended the NH Library Association Fall Conference in Hooksett on November 7.

The City Council allocated funds to replace the Fire Department's Self Contained Breathing apparatus. This was in conjunction with the City's Capital Improvements Program which allocated approximately \$265,000 dollars. The department placed the items in service with extensive training to familiarize with the new NFPA 1852 Standard and the new equipment. Below fire fighters are working the training room maze with the new Rapid Intervention Team bag. They are following a hose line to a trapped firefighter. This is a device that is brought in when a firefighter goes down in a toxic fire environment to replenish their limited air supply while the members extricate them. Each member received over 4 hours of practical training.

Raymond Vermette, Waste Water Treatment Facility Supervisor, and Raymond McNeil, Electrical Technician both attended Small Community Facility with Seasonal Flow variations conference hosted by NEWEA.

Bill Boulanger, Superintendent of PW & Utilities, attended the NHWWA Technical Meeting. He also attended NHDES Excavation & Trenching for Designers and Installers, Drinking Water & Wastewater Operators.

Alan Mandigo, Maintenance Mechanic, and Bill Purpura, Inventory Coordinator, both attended How to Provide Effective Front Line Customer Service hosted by NEWWA

Mark Colonna, Truck Driver, attended Basics of Electrical Safety & Do's Don'ts of Electrical Maintenance hosted by NHWPCA

Pat Pilewski, Pump Station Operator and Tom Chapman, Plant Operator both attended NHWWA Operators Training Session.

Jen Bretz, Alan Dews, Gretchen Young, Dean Truax, Joe Boucher, Bill Purpura and Arnold Powers, all attended the City of Dover Sponsored Customer Service Training by Primex.

Stacey Hager, Office Manager, attended two of 5 core classes in the Art of Coaching: Becoming an Exceptional Career and Life Coach Certification Program at the University Of New Hampshire.

Ray McNeil of the Waste Water Treatment Facility went to an Electrical Safety Training as well as a Math Refresher.



Firefighters in training room maze exercise.

The Public Welfare Director attended a conference on Homeless in the Seacoast area. This was set up to develop ways to house many chronically homeless, with a fair amount having mental challenges.

During the month of November, Officer Lazos attended a three day training covering drug investigations.

During the month of November, six officers attended the annual three day conference for the New England Division of the International Association for Identification. This conference consists of training on evidence identification and collection as well as trends and the latest products

The City Manager attended the New Hampshire Municipal Association's annual conference in Manchester.

The City Manager also attended the 2015 ICMA Conference Planning Committee in Seattle.

EMPLOYEE SPOTLIGHT

Many people know Jean Glidden. She is usually the one you can hear singing or laughing loudly throughout the hallway of City Hall. It is a great sound – and we'd be lost without her!

Jean has worked for the City of Dover for 11 ½ years and was hired as the Building Inspection Secretary in May of 2003. After Jackie Freeman retired as the Office Manager in the Planning Department, Jean then took over that position in 2011.

Jean manages the entire Planning Office. She answers phone calls and assists walk in customers with zoning questions and planning questions. Jean handles various meeting details from beginning to end. She creates the agenda's for various boards pertaining to the Planning Department which entails many certified mailings and assembling large agenda packets for all board members. Jean then attends some of the meetings, during the day and night, and types up the meeting minutes after the meeting. Even doing all of this...she still sings!

What Jean likes most about her job is being able to help customers and her coworkers. She lives by the practice of treating others the way she wants to be treated which is one of the reasons Jean is a top notch employee.

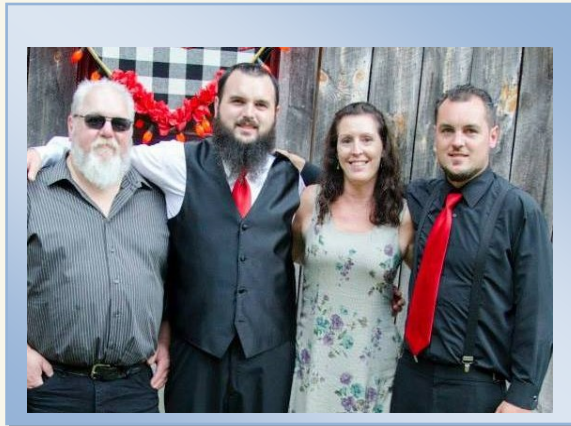
Jean really enjoys her job and tried hard to come up with a dislike but she just couldn't come up with one.

Jean has been married to her husband Danny for 32 ½ years. They have lived in Barrington for the last 27 years. Jean grew up in Rochester and graduated from Spaulding High.

Jean is extremely proud of her family. She and Danny have two sons, Matt and David who are both married and each have two children. Kali who is 8 years old, Levi, 14 months old, Makenzi is 9 ½ years old, and Alexis who is 8 years old. Jean always has her grandchildren over on the weekends for a sleepover, which she enjoys tremendously!

After graduating high school, both of her boys attended MMI in Orlando, Florida and succeeded becoming Certified Harley Davidson Technicians. When they returned, the family leased a space in Rochester and opened their motorcycle shop, Ace Cycle Service. The shop did well over the years and they then moved the business to their home and after a few years decided to close the shop and each explore different opportunities.

Danny, Jean, Matt & David



Levi and Kali



Alexis, Levi and Makenzi



Jean adores being with her entire family and especially looks forward to heading out on the motorcycle with her husband and her boys. Her husband and her son Matt each have Harley Davidson Road Kings and her son David has an FLH.

For the quieter moments in her life, Jean likes to sew and make quilts. She also likes to cross country ski.

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

- The City Manager advised the City Council about the upcoming annual NHMA conference and urged the Council to attend if able.
- The Council was advised of the tax rate setting delay by the City Manager.
- The City Manager advised the Council of the FY2015 tax rate calculation.
- The City Manager sent the November 26th City Manager's Report to the City Council and advised hard copies were placed in their mailboxes.
- The City Council was made aware of storm progression and various city services being impacted throughout the weather event by the City Manager.
- 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.

This month was very active for the Public Welfare Department. They have started taking names of Dover needy children for the Christmas Toys for Tots Program. This increases their foot traffic greatly.

The Public Welfare Department had an increase of 8 cases this month and an increase in expenses of \$6011. Electric shut offs were again part the problem. The rents in Dover have been going up across the board and this is the reason for the majority of the increase.

The City of Dover's property tax rate for fiscal year 2015 has been calculated by the New Hampshire Department of Revenue Administration and certified at \$26.01 per \$1,000 assessed valuation.

There are four components that represent the tax rate: The City portion, local education portion, state education, and Strafford County. The tax rate of \$26.01 is broken down as follows:

The breakout of the components of the property tax rate and the change over the prior year is as follows:

- City: \$10.09, an increase of 10 cents over the previous year;
- Local education: \$10.50, a decrease of four cents over the previous year;
- State education: \$2.49, a decrease of two cents over the previous year;
- County: \$2.93, no increase over the previous year.

Tax rate calculations by the state Department of Revenue Administration were delayed this year in many communities, including Dover.

Tax bills were mailed to property owners and the first half of the tax bill is due Dec. 29, and the second half is due by June 1, 2014.

Parking & Traffic

Parking Bureau

Parking Manager Bill Simons and City Attorney Anthony Blenkinsop have completed work on a Memorandum of Agreement (MOA) with the owner of the parking lot on Chestnut Street, across from the drive thru of Citizens Bank. The City now controls this 42 space lot for the parking of vehicles displaced from the Orchard Street lot during the construction of the police station/public parking garage. They are also close to a similar agreement with the owners of 333 Central Avenue to make their 28 space parking lot available to the public.

Overall, 92 permit holders were moved from the Orchard Street parking lot to other nearby parking areas, as well as 33 of the deeded spaces being converted to parking permits to open up those spaces when not in use by the owners. This process was completed to maximize the available customer/patient/visitor parking in the area during the construction.

Parking Manager Bill Simons continues to work with the marketing team hired by the city to create a desk card that merchants can give to their customers that highlights 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.

The Parking Commission heard from the owner of Shylocks at 564 Central Avenue about extending the two-hour parking limit on Central Avenue to the driveway north of her business. She reported that downtown employees and nearby residents take up the parking all day and limit customer access.

The two-hour limit on Central Avenue currently extends from the railroad tracks northerly to New York Street on both sides of the road. Parking Manager Bill Simons has been notifying business owners and residents in the area of the request so they may comment prior to the Commission's scheduled meeting in December.

The Parking Commission will be making a recommendation on updates to the current downtown resident permit parking program at their December meeting. The program was initiated in 1988 and had not been reviewed in over 25 years.

In November, a software update was installed in the City Clerk's office to correct a flaw in the program that was supposed to alert staff to any outstanding parking tickets owed by people registering their cars. NH state law allows communities to require payment of all parking fines before a vehicle registration is completed. The initial results are positive and hopefully this update has taken care of issues.

Parking Manager Bill Simons continues to assist the Director of Economic Development with the downtown Dover marketing program being conducted during the Orchard Street construction project. The marketing is being conducted in two phases. The first phase is targeted towards educating the public to the nearby parking spaces that are underused; for example the 58 spaces on Henry Law Avenue, 52 spaces on Second Street and the 19 spaces on Main Street. Phase two is an overall promotion of Dover and its businesses.

Dover Community Services Director Douglas Steele III and Police Chief Anthony F. Colarusso, Jr. announced that the winter parking ban will begin citywide Dec. 1, 2014, and conclude April 1, 2015.

The ban requires that no vehicle be parked on any city street or sidewalk between the hours of 1 and 6 a.m., and is not limited to nights with snow in the forecast. Vehicles may park in city controlled parking lots during this time without the need for a parking permit; however, daytime restrictions for each particular parking lot will be enforced.

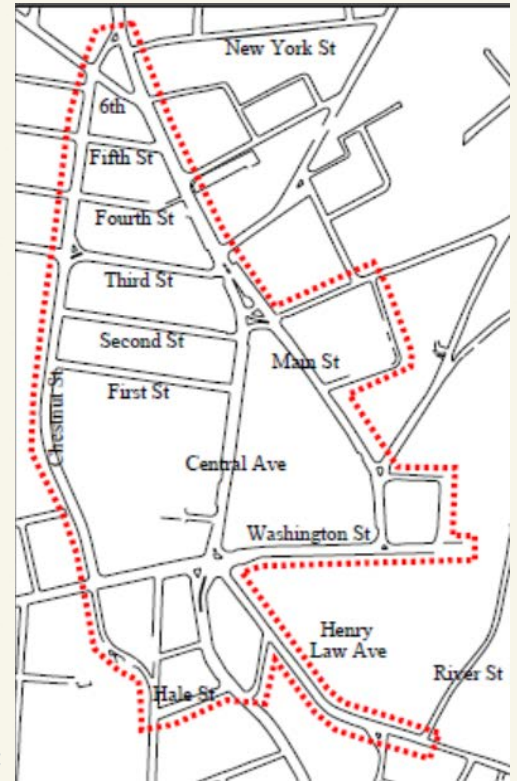
The Library, Third Street, Transportation Center and School Street parking lots have designated areas where overnight parking is allowed. Drivers should look for signs in the lots indicating which rows are available.

Vehicles found in violation of the winter parking ban will be issued a \$15 parking ticket. Vehicles interfering with snow removal may be towed.

The city will also enact an emergency parking ban for the downtown area, when needed, to facilitate snow removal. The emergency parking ban will be announced by 3 p.m. each evening and take effect at 1 a.m. the following morning. When the emergency parking ban is in effect, any car parked on a downtown street will be towed. Notification of the emergency parking ban will be conducted through local media, the City of Dover website, cable channel 22 and Dover Download.

Downtown restaurants, bars and other late night business are encouraged to sign up for an e-mail notification of an emergency parking ban by contacting the Parking Bureau at parking@dover.nh.gov or by calling 516-2277.

Streets included in the emergency parking ban area are: Chestnut Street; Main Street; Chapel Street; School Street; First Street; Second Street; Locust Street from Washington to Silver Street; Washington Street from Belknap to River Street; Central Avenue from Sixth Street to Silver Street; Third, Fourth, Fifth and Sixth streets (Central to Chestnut); Henry Law Avenue from Central Avenue to George Street; Broadway from Central Avenue to St. John Street; Hale Street; St. Thomas Street from Central to Locust Street; Locust Street from Hale Street to Washington Street. See map to the right.



Traffic Bureau

Sergeant Speidel performed 6 child passenger seat inspections during the month of November. 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.

Sergeant Speidel coordinated all traffic control particulars for the inaugural Cocheco Challenge Half Marathon, the "Yes I Can" 5K run/walk and the inaugural Turkey Trot 5 K run/walk event. This included the advance deployment of barricades and signs to facilitate temporary parking restrictions, traffic diversions, and safe traffic flow, and the assignment of police officers to key intersections to manage the heavy flow of traffic.

The Traffic Bureau provided assistance to coordinators of the WTSN/WBYY Caring and Sharing 2014 Food Drive at the Hannaford Supermarket, 833 Central Avenue, from November 5 - 10. Traffic cones and other equipment were used to block off sections of the parking lot and to facilitate the safe and orderly flow of traffic around the site. The Dover Police Charities Christmas Basket Program was among the several organizations benefitting from the donations from the food drive.

On November 26, Dover officers participated in the Operation Safe Commute statewide coordinated initiative. The date was selected by the New Hampshire Highway Safety Agency. Extra traffic patrols were performed during peak commuting hours under a contract from NHSA which reimburses the department's personnel costs. Targeted violations included moving violations – including speeding - tending toward aggressive driving behavior or distracted driving.

Progression & Growth

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 provided the funding for the design and printing of informational pamphlets regarding 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. In an effort to raise awareness about floodplain management, the pamphlet was mailed in November to approximately 1,000 City property owners in or near the floodplain. The grant provides funding for a second mailing in August 2015 as well as the printing of additional brochures to have on hand for the public. It is anticipated that there will also be enough funding for the design and printing of additional floodplain outreach media based on the pamphlet content.

In addition to creating the pamphlet, Planning and Community Development staff uploaded floodplane insurance rate maps to the City's web site. These maps, from 2005 and 2014, allow residents to see if their property is within a floodplane. The two sets were added so that property owners can compare the draft maps with the existing maps and offer suggestions or comments, if they have them.

Planning and Community Development received draft maps for the Downtown Access plan from the Cecil Group. The maps give an overview of the proposed changes to Dover's Downtown travel ways. Specifically, there are four elements to the proposed plan. The first is to improve pedestrian safety on Chestnut Street, by developing improved streetscape, and performing a "lane diet" to reduce the travel lanes from 4 lanes, on the southern portion of Chestnut Street to 2 lanes. The second element is a general streetscape and lighting plan for all of downtown. This plan includes updating street lighting, street trees and benches and other amenities. The third element is improving safety at the lower square by reducing pavement widths, and squaring off intersections to reduce the area pedestrians have to cross. This element also realigns the upper square to create a plaza on the east side of Central Avenue. The fourth element would be to change the traffic flow to allow two way traffic on Central Avenue, Washington Street and Main Street. The Transportation Advisory Commission will resume discussion of this plan in January.

In July of 2013 RSA 126-X went into effect. This State Statute allows 4 "Alternative Treatment Centers" in New Hampshire. These centers will dispense medical marijuana to those with prescriptions. Planning and Community Development staff drafted proposed amendments to the I-4 and B-4 zoning districts, to contemplate placement of these facilities. These amendments were reviewed by legal, police and economic development staff in November and will be brought to the Planning Board for review in December.

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 expected to be completed in December 2014. On November 19th, the committee and staff met to review the draft text and a future land use map created for the chapter and reviewed the recommendations section.

The 2016-2021 Capital Improvement's Program was approved by the City Council and Planning Board in November.

Planning and Community Development staff reviewed the potential Waterfront TIF (Tax increment Financing) District with the City Council on November 5th. After that meeting staff worked with the Finance Department to review questions that arose and presented the TIF plan to the Cocheco Waterfront Development Advisory Committee (CWDAC) on November 18th. CWDAC endorsed the plan at that meeting. The TIF would pay for site cleanup and basic improvements to get the parcel into a readily developable condition. This work could include engineering and permitting soil cleanup, closure of the dredge spoil cell, excavating the bluff areas and stabilization of the shore land.

Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. Work included updating a work plan for CWDAC, reviewing five responses to the RFP for a market analysis and interviewing two consultants, and providing administrative assistance to CWDAC at their November 17th meeting.



From theatre to music, from painting to poetry, from performance art to filmmaking, and so much more, arts and culture are alive in Dover. To spotlight and celebrate the creative talent in the Garrison City, the Dover Arts Commission hosted "Arts @ the Center of It All."

"Arts @ the Center of It All" was an evening for artists, arts organizations, and arts enthusiasts to mix, mingle, and find new ways to advance and enhance Dover's creative economy. Refreshments were available and an arts showcase was featured with exhibits, demonstrations, and performances by local artists.

The Dover Arts Commission is an advisory board to the Dover City Council tasked with developing and promoting programs, forums, and exhibits that highlight the artistic talent within the city. The Arts Commission works to enhance awareness of and appreciation for the arts through increased dialogue and citizen participation. To learn more, visit www.dover.nh.gov/government/boards-and-commissions/arts-commission or follow the Dover Arts Commission on Facebook (www.facebook.com/DoverNHArtsCommission).

Planning Board:

- Held two site walks on November 15th. One on Thornwood Lane for a 33 unit residential site plan of land
- One on Sheffield Drive for a 19 unit, plus office space site plan of land
- Approved a Site Plan Review for Mark Phillips & The Storage Barn, LLC, (Owner: Sixth St. (140,000 sq. ft. of warehouse in 17 structures & 2,400 sq. ft. office & apartment).
- Approved a Site Plan Review for Chad Kageleiry/Summit Land Development, Assessor's Map K, Lot 19, zoned ETP and RCM, located on Thornwood Lane. Private road with 33 single family homes and associated drainage and utility improvements and extension of Thornwood Lane.
- Approved a Minor Lot Line Adjustment for Marc & Amy Normandeau and Charles & Sheila Kageleiry, Assessor's Map M, Lots 74B, 75 & 75A, zoned R-40, located at 94 Dover Neck Rd.
- Approved a Minor Lot Line Adjustment for Michael Garrepy & Estate of James Fox, Assessor's Map C, Lots 21A & 21H, zoned R-40, located at Glen Hill Road.
- Approved a Minor Subdivision of land for Noel Family Revocable Trust, Assessor's Map A, Lot 18-1, zoned R-40, located at 239 Long Hill Road. (1 lot)
- Approved a Minor Lot Line Adjustment for Tolend Road Properties, LLC, Assessor's Map G, Lots 24J-111 & 24J-113, zoned R-20, located at Sandra's Run and Stocklan Circle.

Technical Review Committee:

- Reviewed:
 - ✓ Site Plan Review for Future Automation (Owner: APW Properties, LLC), Assessor's Map D, Lot 11, located at 127 Venture Drive. (Proposed 4,800 sq. ft. light manufacturing building with 11 parking spaces)

Zoning Board

- Approved a request by Aimee and Jerry Dion, 3 Earle Street (Tax Map 40, Lot 12), located in the Medium Density Residential (R-12) District, for a variance from Section 170-12.A of the Zoning Ordinance and the R-12 District Table of Use and Dimensional Requirements to permit the construction of an addition to be located 5 ft. from the side lot line where a minimum setback of 15 ft. is required.
- Approved a request by Margaret E. and William F. Green, 124 Dover Neck Road (Tax Map M, Lot 95B), located in the Rural Residential (R-40) District, for a dimensional variance from Section 170-12.A of the Zoning Ordinance and the R-40 District Table of Use and Dimensional Requirements to permit the construction of a single family dwelling to be located 23 ft. from the front lot line where a minimum setback of 40 ft. is required.
- Tabled a request by Peter and Susan Iordanou, 46 Drew Road (Tax Map I, Lot 93-2), located in the Rural Residential (R-40) District. The applicants propose a lot line adjustment with 62 Drew Road (Tax Map I, Lot 94) and to subdivide their property into two lots. They request a dimensional variance from Section 170-12.A of the Zoning Ordinance and the R-40 District Table of Use and Dimensional Requirements to permit the proposed lots to have frontage of 112.5 ft. each where minimum frontage of 150 ft. is required.
- Approved a request from Christian R. Sterndal, 33-35 Forest Street (Tax Map 24, Lot 84), located in the Urban Density Multi Residential (RM-U) District, for a dimensional variance from Section 170-12.A of the Zoning Ordinance and the RM-U District Table of Use and Dimensional Requirements to permit the reconstruction of an enclosed porch to be located 4 ft. from the side lot line shared with 31 Forest Street (Tax Map 24, Lot 85) where a minimum setback of 10 ft. is required.

Energy Commission

- Met to discuss:
 - ✓ Draft PPA/Community Solar RFP
 - ✓ Comments on Draft EPA Carbon Pollution Emission Guidelines
 - ✓ Energy Commission outreach to City boards and commissions
 - ✓ Energy Commission Goal Setting
 - ✓ Review 2008 Dover Climate & Energy Action Plan

Cochecho Waterfront Development Advisory Commission

- Reviewed and discussed:
 - ✓ The Work Plan
 - ✓ The City's agreement with Great Bay Rowing for temporary use of space on the parcel
 - ✓ The subcommittees work on Marketing Analysis RFQ Proposals
 - ✓ The need to retain a Development Consultant Team
- Reaffirmed the Goals and Vision from the 2005 Charrette
- Endorsed the idea of a Waterfront Tax Increment Financing (TIF)

Conservation Commission

- Endorsed a City of Dover Conditional Use Permit for Changing Places, LLC (Owner: Jeffrey & Darlene White), Assessor's Map F, Lot 15, zoned R-40, located at Emerald Lane. Proposal is to build a subdivision road and associated utilities that will impact 4,900 sq. ft. of the 50-foot wetlands buffer.
- Endorsed a NHDES Wetlands Permit and City of Dover Conditional Use Permit for Margaret and William Green, Assessor's Map M, Lot 95B, zoned R-40, located at 124 Dover Neck Road. Proposal is to remove an existing house and septic tank within the Conservation District adjacent to the tidal Piscataqua River and build a new house and garage in a single structure outside the Conservation District. Work in the district includes the repair of wood stairs and regrading the area of house and septic removal.

Housing Standards Board

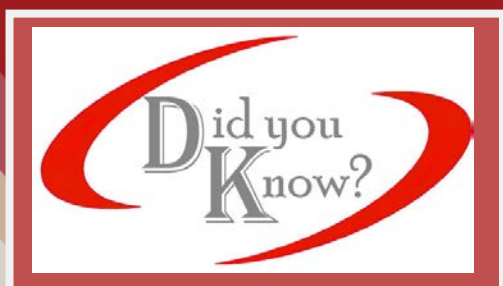
Did not meet.

Transportation Advisory Commission

- Held a Public Hearing to receive feedback on the Downtown Pedestrian Vehicular Access Study

The Community Trail Committee

Did not meet.



Did you know that Dover had 7 different names before Dover finally stuck?

It's been called Hilton's Point, Piscataqua/Pascataway, Newichwannock, Cochecho, Bristol, Dover, Northam and finally Dover again.

City of Dover

As of December 24, 2014

	DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
Police Facility:					
Approved Budget	\$ 9,900,000.12				
	1/30/2014	Police Facility Phase I	\$65,076.00	5286	LAVALLEE BRENSINGER ARCHITECTS
	3/13/2014	Police Facility Phase I	\$19,915.50	5631	LAVALLEE BRENSINGER ARCHITECTS
	4/17/2014	Police Facility Phase I	\$7,366.50	5589	LAVALLEE BRENSINGER ARCHITECTS
	4/17/2014	Orchard St Geotechnical and Phase II ESA PD FACILI	\$9,563.48	45858	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	4/24/2014	Standard Traffic Impact Assessment for Orchard St	\$3,100.00		1 CIVILWORKS, INC
	5/1/2014	Orchard St Geotechnical and Phase II ESA PD FACILI	\$2,316.52	45931	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	5/29/2014	Area A - Chestnut St	\$1,800.00	9969	MCENEANEY SURVEY ASSOC., INC.
	5/29/2014	Area B - Aubuchon Hardware	\$3,420.00	9969	MCENEANEY SURVEY ASSOC., INC.
	5/29/2014	Area C - Detail Boring Locations	\$750.00	9969	MCENEANEY SURVEY ASSOC., INC.
	6/12/2014	Police Facility Phase IIA Basic Architectural & E	\$45,430.00	6008	LAVALLEE BRENSINGER ARCHITECTS
	6/12/2014	Police Facility Phase IIB Required Additional Svs	\$37,250.00	6008	LAVALLEE BRENSINGER ARCHITECTS
	6/19/2014	Police Facility Phase IIA Basic Architectural & E	\$37,250.00	6013	LAVALLEE BRENSINGER ARCHITECTS
	6/30/2014	Police Facility Phase IIA Basic Architectural & E	\$110,240.00	6860	LAVALLEE BRENSINGER ARCHITECTS
	6/30/2014	Police Facility Phase IIB Required Additional Svs	\$17,000.00	6120	LAVALLEE BRENSINGER ARCHITECTS
	6/30/2014	Police Facility Phase IIA reimbursables allowance	\$8,268.00	6860	LAVALLEE BRENSINGER ARCHITECTS
	8/14/2014	preconstruction services for Dover Police Facility	\$5,075.66	14-030	HARVEY CONSTRUCTION CORPORATION
	10/16/2014	Police Facility Phase IIA Basic Architectural & E	\$6,890.00	7027	LAVALLEE BRENSINGER ARCHITECTS
	10/16/2014	Police Facility Phase IIA Basic Architectural & E	\$75,790.00	6994	LAVALLEE BRENSINGER ARCHITECTS
	10/16/2014	Police Facility Phase IIB Required Additional Svs	\$24,500.00	6996	LAVALLEE BRENSINGER ARCHITECTS
	10/16/2014	Police Facility Phase IIB Required Additional Svs	\$20,250.00	7027	LAVALLEE BRENSINGER ARCHITECTS
	10/30/2014	preconstruction services for Dover Police Facility	\$5,347.94	14-041-A	HARVEY CONSTRUCTION CORPORATION
	11/26/2014	Police Facility Phase IIA Basic Architectural & E	\$74,412.00	7090	LAVALLEE BRENSINGER ARCHITECTS
Expended To Date	\$581,011.60		\$581,011.60		
		Civil and Architectural design, Engineering Services	\$264,480.00		LAVALLEE BRENSINGER ARCHITECTS
		Area B - Aubuchon Hardware 10% incomplete	\$380.00		MCENEANEY SURVEY ASSOC., INC.
		preconstruction services for Dover Police Facility	\$4,576.40		HARVEY CONSTRUCTION CORPORATION
		Site work for Police Station per bid	\$446,162.50		HARVEY CONSTRUCTION CORPORATION
Encumbrances	\$715,598.90		\$715,598.90		
Available Balance	\$ 8,603,389.62				

City of Dover

As of December 24, 2014

	DATE	DESCRIPTION	AMOUNT PAID	INVOICE # VENDOR NAME
Parking Garage:				
Approved Budget	\$ 11,600,000.00			
	4/17/2014	Phase IIA Basic Architectural & Engineering	\$46,400.00	5590 LAVALLEE BRENSINGER ARCHITECTS
	4/17/2014	Appraisal - 125 Washignton St	\$2,750.00	3/27/2014 HORIZON ASSOCIATES
	5/1/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,096.28	45931 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	5/1/2014	Chestnut St/Orchard St Utility Relocation	\$119,082.00	9S420130 PUBLIC SERVICE OF N.H.
	5/15/2014	Chestnut St /Orchard St Utility Relocation	\$64,380.76	Z2014-0442 FAIRPOINT COMMUNICATIONS, INC.
	5/22/2014	Standard Traffic Impact Assessment for Orchard St	\$3,100.00	2 CIVILWORKS, INC
	6/5/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,492.50	46250 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	6/12/2014	parking garage architectural and Engineering svcs	\$77,595.00	6009 LAVALLEE BRENSINGER ARCHITECTS
	6/19/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,411.25	46251 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	6/19/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$4,879.97	46252 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	6/26/2014	Orchard St Assess Soils for Arsenic, reporting and	\$3,278.09	46446 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	6/30/2014	Orchard St Cone penetrometer testing, surface seis	\$13,000.00	46527 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	6/30/2014	parking garage architectural and Engineering svcs	\$103,460.00	6121 LAVALLEE BRENSINGER ARCHITECTS
	8/14/2014	preconstruction services for Dover Parking Garage	\$3,409.00	14-030-1 HARVEY CONSTRUCTION CORPORATION
	8/28/2014	Orchard St groundwater quality, NHDES meetings & p	\$5,790.00	46100 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	8/28/2014	Orchard St Assess Soils for Arsenic, reporting and	\$1,588.07	46100 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	8/28/2014	ORCHARD ST additional monitoring well installation	\$1,640.00	46100 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	9/25/2014	Orchard St Assess Soils for Arsenic, reporting and	\$1,008.84	46889 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	9/25/2014	sampling for quality of Antimony and reporting Orc	\$1,945.00	46889 RANSOM ENVIRONMENTAL CONSULTANTS, INC.
	10/16/2014	parking garage architectural and Engineering svcs	\$71,128.75	6995 LAVALLEE BRENSINGER ARCHITECTS
	10/16/2014	Additional Civil & Architectural svcs parking garag	\$6,466.25	7028 LAVALLEE BRENSINGER ARCHITECTS
	10/30/2014	preconstruction services for Dover Parking Garage	\$3,681.28	14-041 HARVEY CONSTRUCTION CORPORATION
	10/30/2014	site work for Parking Garage per bid	\$162,234.82	14-041 HARVEY CONSTRUCTION CORPORATION
	11/26/2014	site work for Parking Garage per bid	\$216,227.47	14-043 HARVEY CONSTRUCTION CORPORATION
	11/26/2014	parking garage architectural and Engineering svcs	\$69,835.50	7089 LAVALLEE BRENSINGER ARCHITECTS
	11/26/2014	Additional Civil & Architectural svcs parking garage	\$26,236.00	7089 LAVALLEE BRENSINGER ARCHITECTS
	12/24/2014	site work for Parking Garage per bid	\$543,560.84	14-048 HARVEY CONSTRUCTION CORPORATION
	12/24/2014	Project Engineer and Soil Tests	\$1,310.00	14100139-03 JOHN TURNER CONSULTING INC
Expended To Date	\$1,560,987.67		\$1,560,987.67	
		Parking garage architectural and Engineering svcs	\$195,350.75	LAVALLEE BRENSINGER ARCHITECTS
		Additional Civil & Architectural svcs parking garage	\$19,769.75	LAVALLEE BRENSINGER ARCHITECTS
		Preconstruction services for Dover Parking Garage	\$2,909.72	HARVEY CONSTRUCTION CORPORATION
		Site Work for Parking Garage per Bid	\$416,464.37	HARVEY CONSTRUCTION CORPORATION
Encumbrances	\$634,494.59		\$634,494.59	
Available Balance	\$ 9,404,517.74			



THE CITY MANAGER'S REPORT

January 14, 2015

Month Reporting on: December 2014

"January 1st is the first blank page of a 365 page book.

Write a good one."

— unknown

J. Michael Joyal, Jr.
City Manager

Legal Department

by Anthony Blenkinsop

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

Right to Know Requests, pursuant to RSA 91-A

- Durham – Agenda materials (4 requests fulfilled)
- New Jersey – Certificate of Liability Insurance
- Electronic, No address – Private Investigative Agencies/Investigators
- Nokesville, VA – checks, deposit receipts, agreements for 3 deposits
- Dover – Tolend Road
- Portsmouth – Traffic Lights
- Grayslake, IL – Open building code violation

Assistance to City Departments and/or Offices

City Council: Drafting/review of resolutions and ordinances

City Manager: Review of documents for signature, 91-A requests; resolutions

Executive: DBIDA Biz-Ed Connect, United Way, Tolend Landfill Hunting

Community Services: Cell tower lease extension; bond refunds; Great Bay Coalition

Finance: Liens, Discharges; Excess WC policy cancellation; Ballot Law Commission Petition; Consultant Waiver

Police: Ordinance; Woodman Institute parking; Road Race/Parade Permits; Parking agreements.

Planning: Willand Pond Road; political signs in ROW; condemning of property; title search; easement obstacle; rooming house use; Roberts Rules inquiry; Uber Car Services inquiry; Waterfront TIF District; flashing sign; junkyard; LDA for Mast Road

Recreation: Recreation Trails Grant; resolutions; leases

School: Steam Academy, School Board Meeting and safety

Fire & Rescue: ordinances review

Other:

- Audit letter to MacPage Inc. listing cases valued over \$30,000
- Human v. Carrier – Receipt of Motion to Reconsider and Motion to Vacate; filed Objection to Motion to Vacate
- Kelley's Row v. First Street at Garrison LLC et al – assumption of City's defense by Primex pursuant to a reservation of rights

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

	For Month	FY15	FY14	FY13
Legal Matters/ Questions Handled	26	140	251	302
Document Creation/Review	10	80	175	145
Right to Know Requests Processed	10	53	78	43
Resolutions	7	34	48	31
Ordinances	4	11	14	14

Economic Development

by Dan Barufaldi

Summary: Reports from local and regional businesses indicate the economy here is continuing to grow. The rate of growth is sector dependent. Retailers and manufacturers are seeing moderate increases while consulting and advertising firms report faster growth in revenues. Residential real estate markets continue to improve with apartments and condos enjoying the highest demand and pricing growth. New and existing single family home sales are growing with demand and prices beginning to flatten. With the exception of consulting, most companies are doing little or no hiring yet. Prices remain unchanged. Companies doing business with the government are beginning to see some growth. The K46 tanker run up at Pease Air Guard base and the projected 700 new jobs between now and September 2015 at the Naval Shipyard will bolster DOD supplier prospects locally. Plunging gasoline, oil and natural gas prices are putting dollars in local consumer pockets in the short term. Negative macroeconomic factors continue to present some longer term risk. Gasoline prices locally have dropped below \$2.40/ gallon. Dover's unemployment rate is at 3.1% with some holiday employment going away.

Selectd Business Services: Demand for consulting and advertising is up strongly over last year at this time. Software and IT services providers report strong demand through Q3. Year-over-year growth for a few local firms in this sector, have sales up 15% in the last quarter. These services to the healthcare sector have recently

declined as subsidies for recordkeeping and retrieval modernization have run out. Many firms in the non-healthcare portion of the sector have added to their headcount recently in sales, R&D and marketing. Wages while up slightly in critical skill areas remain flat, as do prices. Uncertainty regarding the Affordable Care Act, the slowing Chinese economy/ housing bubble, and the macro-economic effects of Middle Eastern wars and the Ukraine/Russia effect on the European economies continues to produce a prevailing air of caution in this and several other sectors with real local economic effect. The Russian ruble has lost 40% against the US dollar and the Russian economy is projecting a recession in 2015.

Commercial Real Estate: Commercial real estate activity was unchanged over the month regionally with sustained strength in the Boston and Portland markets. There is some indication that some of the high end apartments and office space newly built in Boston are experiencing some resistance to achieving their occupancy goals at the rental prices hoped for. Demand locally has remained positive with several local projects coming to fruition. Land sales continue to have momentum locally. Investment demand for commercial real estate remains strong. Leasing fundamentals maintained a very slow pace of improvement in recent weeks, consistent with minimal-to-slow employment growth. A small amount of speculative office construction as part of mixed use building is now being done. The lending environment remains highly favorable to borrowers, with historically low, slowly rising interest rates and increasingly looser standards. Abundant investment capital continues to flow into commercial properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. The projected end of "quantitative easing" over time is beginning to trigger a gradual rise in interest rates. Leverage ratios are on the rise among some investors, but remain low in absolute

terms. Local multi-family and mixed use construction remains at a very healthy pace with local inventory in this category rising rapidly. The outlook remains cautiously optimistic across the region. Forecasts call for more slow improvement in fundamentals moving forward, pending steady (if slow) employment growth. Fiscal policy and uncertainty around the business and employment effects of the ACA and Medicaid expansion costs are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity.

Residential Real Estate: Closed unit sales of both single family homes and condominiums declined slightly year-over-year but price increases evened the dollar sales figures for the period. Scarce inventory is having some effect in the NH decline in this category, but uncertainty about new qualified mortgage rules and an anticipated huge increase in flood insurance premiums are also probable factors in making potential buyers cautious about making buy offers. Median sale prices in NH and in Dover increased again in the period. Pending sales suggest the market for single family houses and condo's is off to a good start in 2014 while slowing recently in the short term. While Dover sales look good going forward, it is clear that winter weather and inventory constraints in Q3 depressed near-term sales and another severe winter weather experience could dampen sales locally going forward. Sale prices and rental rates in Dover that continued to rise over the last year have begun to flatten somewhat at present.

Manufacturing & Related Services: Manufacturers are now reporting some sustained strength in sales. A few local manufacturers are reporting lower sales than the same

period a year ago due to a fall-off in export sales. A local publisher reports a fall-off in sales due to the shift to digital media advertising over the last decade. Exporters to both Europe and China are concerned with the macro-economics they're seeing in both markets although the Chinese economy has stabilized somewhat. The recent upheaval in Iraq and Syria, Ukraine and Russia and the effects it will cause in world-wide markets and economies is a growing uncertainty and concern. Crude oil at the moment is in free fall at around \$40 - \$50 per barrel. The Chinese housing bubble and economic slowdown are often mentioned but appears to be stabilizing. Aerospace industry suppliers are concerned about an "order bubble" where airlines order planes to get a place in the queue and then cancel if business doesn't materialize. Automotive car, truck and parts suppliers have been doing well. Firms reporting on inventory levels are split with half citing flat inventory levels and half citing higher levels. Most state the higher levels are due to more new product introductions and are not concerned about current inventory levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth remain modest except for select scarce high demand skill sets. Some major capital spending projects are underway and some about to be announced. Three manufacturing buildings in Enterprise Park are available. A number of projects are currently underway or about to be underway during this building season. Outlook for the balance of the year remains positive.

Price pressures remain moderate except for rare metals sourced in Russia. Most recently energy prices have declined. Suppliers to the military are seeing new orders rise. Regional manufacturers are guardedly optimistic.

Retail & Tourism: Retailers contacted for this period report comparable store sales ranging from flat to up by single digits year-over-

year. Holiday retail sales were up slightly year-over-year with online sales increasing as a percentage of total retail sales. Lower energy costs contributed to higher retail spending. Sales of household items, sporting goods, apparel and home improvement goods are selling well. Prices are up slightly (2-3%) and inventories appear well controlled. Minor amounts of selective hiring, which have been done for the holidays, are beginning to fade. 2014 goals for low single digit growth are expected to be realized. The outlook, now buoyed by reduced energy costs, ranges from "mixed" to moderate. Hotel revenues are up smartly locally and doing well all over the Boston region. Regional restaurants activity is mixed with some doing well. The local restaurant scene shows some doing exceedingly well and a few struggling with outmoded business models and older facilities in the face of new more competitive arrivals. Our two downtown restaurants that suffered the sewer backup during the recent rain storm are either reopening in the same location (one) or reopening in another location in Somersworth. The City has pursued every possible assistance mode to help them weather this setback and survive including a multi-month Merchant Marketing Promotion, parking assistance and valet parking for downtown merchants and restaurants on weekends over 5 weeks. Two new restaurants are set up to occupy the former Kelley's Row and Spaghetti Stain spaces. Local museum attendance has improved as the weather warmed up and new and innovative and creative programs were offered. Local hotels are projecting a 7% revenue increase for 2015 over 2014, largely through increased room rates.

Staffing Services: Business conditions in this industry sector have improved in the last month with the exception of the healthcare sector. Year-over-year growth is between 4% and 20% depending on the industry sector being served. Labor demand is strong in IT, software,

aerospace, nursing, electronics, engineering, quality assurance techs and legal. Most firms in the field have added to headcount with wages and prices remaining flat. To attract highly skilled workers in growing industries these firms are expanding their social media and technological attraction efforts. Increased health insurance costs remain a concern with the onset the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Overall the sector is optimistic and expecting high single digit growth over the next quarter.

Downtown Marketing Report:

During this period the Scavenger Hunt was completed at the all five alternative parking locations corresponding with drop off locations for five local merchants. Mayor Weston drew the winning ticket from over 100 participants at Jewelry Creations on December 22nd providing the lucky winner with \$500 in Dover Dollars for Christmas shopping in Dover. Santa Selfie promotional content and materials were prepared (\$1,000 shopping spree giveaway) Contest rules were placed on www.drivingdover.com web site.

Several radio interviews with Mike Pomp and Kelly Brown were done by Dan Barufaldi and Bill Simons on the program. The Giving Tree promotional content and materials were prepared including donations from several local businesses whose logos appear on the web site. The Get To It coupon tree was auctioned off for \$300 for the Food Pantry and contained \$1,000 worth of value coupons.

Promotional and general branding campaigns were launched on WTSN, The Bay, WOKQ, The Shark and iHeart Media with over 300 30 second spots urging and encouraging the region to shop in Dover.

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

Total Permits Issued: December 2014

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
14-076	PROFERO MGNT & HOLDINGS	80	RUTLAND STREET	CONST. A STAGE IN, AND REMODEL TH	C	15	66	5000	75
14-292	WENTWORTH DOUGLAS HOSP	789	CENTRAL AVENUE	MINOR INT. RENOVATIONS W/IN THE E	C	37	1	6000	85
14-337	1ST PARISH CONGREGATIONA	218	CENTRAL AVENUE	REMOV. & RPLC. ROOF COVERING & TO	C	9	84	232000	2345
14-430	TAHANA CONFECTIONS, LLC	1	WASHINGTON STREET	STE. 457A INT. RENOV. FOR COMM. KIT	C	23	14	10000	125
14-433	JALBERT	10	PIERCE STREET	CONST/INSTALL A FIRE SEPARATION IN	C	4	22	7500	105
14-434	WENTWORTH DOUGLAS HOSP	789	CENTRAL AVENUE	MINOR RENO. IN SEACOAST CANCER C	C	37	1	7000	95
14-458	ALLIS	3	WASHINGTON STREET	INT. RENOVATIONS FOR A RETAIL/OFFI	C	23	11	15000	175
14-459	44 PORTLANT AVENUE, LLC	44	PORTLAND AVENUE	DEMO. & REMOVE 2 RESIDENTAL STRU	C	24	104, 1	0	50
14-472	WENTWORTH DOUGLAS HOSP	10	MEMBERS WAY	INT. OFFICE RENOV. OF STE 200	C	D	17C	18000	205
14-057	BOUKUS	139	SPUR ROAD	EXT. ONTO A RECREATIONAL DOCK	R	L	36	7000	95
14-232	NOVELLI	145	SPUR ROAD	CONST. A RECREATIONAL DOCK (PIER,	R	L	39	40000	140
14-362	ROSHOLT	87	WATSON ROAD	FNSH ABOVE GARAGE FOR AN ADU	R	E	37	25000	275
14-374	DION	3	EARLE STREET	CONST. A ONE-STORY SIDE ADDITION	R	40	12	55000	575
14-382	CHILD	10	FAIRWAY DRIVE	FINISH SECTION OF BASEMENT FOR AD	R	N	14-P	9000	115
14-386	COLBATH	82	SPRUCE LANE	RMV/RPLC/INSTALL ROOF SHEATHING	R	I	81S	7000	95
14-389	DEPALO	46	WILDEWOOD LANE	FINISH A SECTION OF THE BASEMENT	R	B	4-31	2500	55
14-400	CANCILLA	20	BACK ROAD	REMOVE. REAR DECK & CONST. A SIDE	R	21	26-49	3200	65
14-408	CARRIER	2-4	FLORENCE STREET	CONST. A SIDE CARPORT AND REAR DE	R	27	171	6000	85
14-417	SAGAMORE ACQUISTION & D	4	ELA STREET	TO RENOV./REMODEL A SFD	R	27	288	44000	465
14-421	STERNDALE	33-35	FOREST STREET	RMV. & RPLC./CONST. TWO REAR ENTR	R	24	84	8000	105
14-427	JACQUES	6	ARROWBROOK ROAD	INT. RENO. OF A MOBILE HOME	R	I	22-14	6000	85
14-431	MCCARTHY	61	COURT STREET	INT. RENOV. OF KITCHEN & BATH/LAU	R	19	17	6800	95

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
14-432	FIRST RATE REAL ESTATE GR	2	SILVER STREET	CONST./INSTALL A ROOF TOP DECK AD	R	12	28	5000	75
14-435	CASWELL	34	CATARACT AVENUE	CONST./INSTALL A STAINLESS STEEL C	R	14	11-1	2400	55
14-436	MATTHEWS	28	EMERALD LANE	FINISH SECTION OF BASEMENT FOR AD	R	F	22A-2	7000	95
14-438	DOVER POINT PROPERTIES DE	30	SHORE LANE	CONST. A SFD W/ATT. GARAGE	R	6	89G-8	212000	2175
14-439	RIVER VALLEY DEVELOPMEN	51	CHILDS DRIVE	CONST. SFD W/ATT. GARGAGE	R	N	8A	230000	2325
14-442	JASON LUCY	101	BELKNAP STREET	CONST. A FRONT ENTRY ADDITION	R	12	115	21000	235
14-444	GRIFFES	3	WALLACE DRIVE	FNSH BSMNT FOR ADD. LIVING AREA (R	G	27-2	10600	135
14-446	FITZPATRICK	28	PARSONS LANE	CONST. A DETACHED GARAGE	R	A	36-10-	24000	265
14-447	WHITE	10	BIRCHWOOD PLACE	CONST. A ROOF OVER THE SIDE ENTRY	R	17	65B	5000	75
14-448	SOUTHEAST REALTY GROUP,	2	ESSEX STREET	RENOV./REMODEL A KITCHEN & BATH	R	24	68B	10000	125
14-449	VAILLANCOURT	6	HEMLOCK CIRCLE	CONST. A PATIO ENCLOSURE ON EXISTI	R	I	80-Y-	22000	255
14-450	HUMPHRIES	9	MELODY TERRACE	FNSH BSMNT FOR ADD. LIVING AREA	R	G	24J-12	17000	195
14-451	SIBIK	25	HUBBARD ROAD	CONST. A SIDE CARPORT ADDITION	R	K	14-39	4000	65
14-453	NDABSABA	2	MELODY TERRACE	FNSH BSMNT FOR ADD. LIVING AREA	R	G	24J	19500	225
14-460	WHEAT	44	POLLY ANN TRAILER PARK	REMO./REMOVE A MOBILE HOME UNIT	R	M-4	44		50
14-466	BURKE	17	MATHES HILL DRIVE	RENOV./REMODEL THE KITCHEN	R	I	49-24	24500	275
14-473	BURNS	6	REYNEERS BROOK DRIVE	CONST. A STORAGE SHED	R	A	47-7	12000	145

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

Total Permits Issued: 39

Total Construction Value: \$1,146,000.00

Total Fees Collected: \$12,280.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	0	Change of Use	0
Commercial Renovations	8	Commercial	2
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	0	Industrial	0
Industrial	0	Renovations	0
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	2	Single Family Dwellings	6
Renovations Dwelling Unit	24	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	3		
Accessory Dwelling Unit	1		
		Total	8

December 2014

PO Report

DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	12/17/2014	201506029	CHADWICK BAROSS, INC.	\$5,141.06
City Finance Office	12/24/2014	201506237	PUBLIC SERVICE CO OF NH-CITY	\$5,202.00
Police	12/17/2014	201506024	STATE OF NH-DOT	\$5,467.94
City Finance Office	12/30/2014	201506312	UNITIL NH	\$5,471.06
Fire and Rescue	12/15/2014	201505881	HARRISON SHRADER ENTERPRISES, LLC	\$5,668.99
Public Library	12/10/2014	201505735	PARK STREET FOUNDATION	\$5,690.00
Community Services Department	12/15/2014	201505901	BROX INDUSTRIES, INC.	\$5,804.53
Community Services Department	12/15/2014	201505905	WATER INDUSTRIES, INC.	\$5,854.32
Fire and Rescue	12/17/2014	201506025	STATE OF NH-DOT	\$5,974.68
City Finance Office	12/17/2014	201506033	PUBLIC SERVICE CO OF NH-CITY	\$6,115.75
Community Services Department	12/9/2014	201505612	BROX INDUSTRIES, INC.	\$6,127.81
Community Services Department	12/17/2014	201506019	HANSCOMS TRUCK STOP, INC.	\$6,464.57
Community Services Department	12/10/2014	201505767	JORDAN EQUIPMENT CO.	\$6,475.92
Police	12/2/2014	201505447	BODY ARMOR OUTLET, LLC.	\$6,637.20
Community Services Department	12/9/2014	201505615	BROX INDUSTRIES, INC.	\$7,597.26
Community Services Department	12/30/2014	201506289	LYNOX, INC.	\$7,687.00
Community Services Department	12/17/2014	201506035	WRIGHT-PIERCE	\$7,800.00
Executive	12/10/2014	201505734	HINCKLEY, ALLEN & SNYDER LLP	\$7,948.00
Community Services Department	12/9/2014	201505613	BROX INDUSTRIES, INC.	\$8,813.01
City Finance Office	12/2/2014	201505494	PUBLIC SERVICE CO OF NH-CITY	\$8,828.11
Executive	12/17/2014	201506016	CCMSI	\$9,449.28
City Finance Office	12/8/2014	201505593	BAYRING COMMUNICATIONS	\$9,468.33
Community Services Department	12/30/2014	201506284	BROX INDUSTRIES, INC.	\$9,692.14
Community Services Department	12/8/2014	201505592	ADVANCED ROOF MANAGEMENT, INC	\$9,800.00
Community Services Department	12/17/2014	201506034	STATE OF NH-DOT	\$10,218.22
Public Library	12/1/2014	201505357	AG ARCHITECTS, PC	\$10,300.00
Community Services Department	12/30/2014	201506286	HORIZON SOLUTIONS	\$10,442.22
City Finance Office	12/9/2014	201505663	SANTA BUCKLEY ENERGY	\$10,843.72
Executive	12/3/2014	201505517	NATIONAL RESEARCH CENTER, INC	\$11,020.00
Community Services Department	12/10/2014	201505789	HOGAN FLOORING, LLC.	\$11,622.03
Community Services Department	12/30/2014	201506288	TRI-STATE SEALCOATING & PAVING, INC.	\$11,725.00
City Finance Office	12/8/2014	201505596	PEOPLES UNITED BANK-BOND PAYMENTS	\$12,167.50
City Finance Office	12/10/2014	201505736	PUBLIC SERVICE CO OF NH-CITY	\$12,878.34
Fire and Rescue	12/15/2014	201505879	NE FIRE EQUIPMENT & APPARATUS CORP.	\$13,291.93
City Finance Office	12/1/2014	201505358	EDWARDS WILDMAN PALMER LLP	\$15,600.00
Community Services Department	12/15/2014	201505875	HANSCOMS TRUCK STOP, INC.	\$15,696.86
Executive	12/10/2014	201505738	SHEEHAN, PHINNEY, BASS & GREEN	\$17,903.63
Fire and Rescue	12/9/2014	201505658	CUMMINS NORTHEAST, INC.	\$21,050.00
Police	12/10/2014	201505787	QUEUES ENFORTH DEVELOPMENT, INC.	\$21,978.00
City Finance Office	12/2/2014	201505495	PUBLIC FINANCIAL MANAGEMENT, INC.	\$25,000.00
City Finance Office	12/8/2014	201505599	NH COMMUNITY DEV. FINANCE AUTHORITY	\$26,020.23
Recreation	12/30/2014	201506290	S.J. SERVICES, INC.	\$26,368.00
City Finance Office	12/10/2014	201505737	PUBLIC SERVICE CO OF NH-CITY	\$27,115.43
Community Services Department	12/23/2014	201506229	UNDERWOOD ENGINEERS, INC.	\$30,000.00
Fire and Rescue	12/15/2014	201505878	FIRE TECH & SAFETY OF NEW ENGLAND, INC.	\$30,543.00
City Finance Office	12/24/2014	201506236	PUBLIC SERVICE CO OF NH-CITY	\$30,906.14
City Finance Office	12/8/2014	201505595	STATE OF NH-DES-WASTE WATER OPERATIONS	\$31,712.24
City Finance Office	12/30/2014	201506311	PUBLIC SERVICE CO OF NH-CITY	\$34,808.86
City Finance Office	12/24/2014	201506238	SOUTHWORTH-MILTON INC	\$41,990.00
Community Services Department	12/9/2014	201505616	TRI-STATE SEALCOATING & PAVING, INC.	\$49,286.00
Executive	12/18/2014	201506100	STATE OF NH-DEPT OF LABOR	\$53,342.91
Planning	12/30/2014	201506310	PERRY-GOODWIN, INC. dba NICHOLES	\$60,000.00
City Finance Office	12/8/2014	201505598	PEOPLES UNITED BANK-BOND PAYMENTS	\$140,000.00
Community Services Department	12/30/2014	201506285	DOVER LANDFILL REMEDIAL ACTION TRUST	\$277,420.00
City Finance Office	12/15/2014	201505858	US BANK NATIONAL ASSOCIATION	\$937,475.00

December 2014

PO Report

DAC	PO Date	PO No.	Vendor Name	Amount
City Finance Office	12/8/2014	201505597	PEOPLES UNITED BANK-BOND PAYMENTS	\$1,291,518.75
City Finance Office	12/15/2014	201505857	US BANK NATIONAL ASSOCIATION	\$1,761,282.52
City Finance Office	12/15/2014	201505859	US BANK NATIONAL ASSOCIATION	\$7,281,220.02

City of Dover
Bid Solicitation Report
For December 2014

1/5/2015

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Fire Q15-015	12/08/2014	12/30/2014	Consultant for Emergency Operations Plan Update	
Police B15023	12/18/2014	01/06/2015	Bob Cat MT55 Mini Track Loader (or Equal)	

City of Dover

Revenues of Major Funds December 31, 2014

(General Fund Includes Property Taxes and Education Revenues)

REVENUES	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
1000 General Fund								
Taxes	\$ 71,224,707	\$ 32,678,362	\$ 35,305,657	50.0%	\$ 35,919,050	\$ -	\$ 35,919,050	(50.4)%
Licenses & Permits	4,829,480	453,608	2,811,957	58.0	2,017,523	-	2,017,523	41.8
Intergovernmental	2,100,826	1,505,490	1,661,513	79.0	439,313	-	439,313	20.9
Charges for Services	3,239,483	293,463	1,586,099	49.0	1,653,384	-	1,653,384	51.0
Miscellaneous Revenue	588,625	23,342	624,134	106.0	(35,509)	-	(35,509)	(6.0)
Education	12,585,100	619,099	3,504,474	28.0	9,080,627	(1,093)	9,081,720	72.2
Operating Transfers In	350,553	-	-	0.0	350,553	-	350,553	100.0
Sub-total : 1000 General Fund	\$ 94,918,774	\$ 35,573,363	\$ 45,493,834	48.0%	\$ 49,424,940	\$ (1,093)	\$ 49,426,034	52.1%
3213 Parking Activity Fund								
Licenses & Permits	\$ 96,120	\$ 9,214	\$ 43,126	45.0%	\$ 52,994	\$ -	\$ 52,994	55.1%
Parking Income	371,408	32,424	194,345	52.0%	177,063	-	177,063	47.7%
Parking Fines	160,408	20,067	67,106	42.0%	93,302	-	93,302	58.2%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 627,936	\$ 61,705	\$ 304,577	49.0%	\$ 323,359	\$ -	\$ 323,359	51.5%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,556	\$ 6,986	\$ 6,986	73.0%	\$ 2,570	\$ -	\$ 2,570	26.9%
Charges for Services	930,000	83,831	488,499	53.0%	441,501	-	441,501	47.5%
Miscellaneous Revenue	0	1	65	0.0	(65)	-	(65)	0.0
Other Financing Sources	52,557	-	-	0.0	52,557	-	52,557	100.0
Sub-total : 3320 Residential Solid Waste	\$ 992,113	\$ 90,818	\$ 495,550	50.0%	\$ 496,563	\$ -	\$ 496,563	50.1%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 670,081	\$ 23,104	\$ 297,882	44.0%	\$ 372,199	\$ -	\$ 372,199	55.5%
Operating Transfers In	138,069	-	51,460	37.0	86,609	-	86,609	62.7
Sub-total : 3381 McConnell Center	\$ 808,150	\$ 23,104	\$ 349,342	43.0%	\$ 458,808	\$ -	\$ 458,808	56.8%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 366,855	\$ 19,600	\$ 180,107	49.0%	\$ 186,748	\$ -	\$ 186,748	50.9%
Miscellaneous Revenue	15,500	1,145	2,697	0.2	12,803	-	12,803	82.6
Operating Transfers In	15,500	-	-	0.0	15,500	-	15,500	100.0
Other Financing Sources	87,421	-	-	0.0	87,421	-	87,421	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 485,276	\$ 20,745	\$ 182,804	38.0%	\$ 302,472	\$ -	\$ 302,472	62.3%
5300 Water Fund								
Charges for Services	\$ 4,782,457	\$ 469,101	\$ 2,475,156	52.0%	\$ 2,307,301	\$ -	\$ 2,307,301	48.2%
Miscellaneous Revenue	70,500	8,431	48,243	68.0	22,257	-	22,257	31.6
Sub-total : 5300 Water Fund	\$ 4,852,957	\$ 477,531	\$ 2,523,398	52.0%	\$ 2,329,559	\$ -	\$ 2,329,559	48.0%
5320 Sewer Fund								
Intergovernmental	\$ 5,688	\$ -	\$ -	0.0%	\$ 5,688	\$ -	\$ 5,688	100.0%
Charges for Services	6,153,201	534,695	2,834,639	46.0	3,318,562	-	3,318,562	53.9
Miscellaneous Revenue	59,414	3,743	44,037	74.0	15,377	-	15,377	25.9
Other Financing Sources	942,687	-	-	0.0	942,687	-	942,687	100.0
Sub-total : 5320 Sewer Fund	\$ 7,160,990	\$ 538,438	\$ 2,878,676	40.0%	\$ 4,282,314	\$ -	\$ 4,282,314	59.8%
6100 Dovernet Fund								
Charges for Services	\$ 544,113	\$ 23,162	\$ 212,527	39.0%	\$ 331,586	\$ -	\$ 331,586	60.9%
Miscellaneous Revenue	25,000	-	-	0.0	25,000	-	25,000	100.0
Operating Transfers In	-	-	-	0.0	0	-	0	#DIV/0!
Other Financing Sources	75,289	-	-	0.0	75,289	-	75,289	100.0
Sub-total : 6100 Dovernet Fund	\$ 644,402	\$ 23,162	\$ 212,527	33.0%	\$ 431,875	\$ -	\$ 431,875	67.0%

City of Dover

Revenues of Major Funds December 31, 2014

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
Total : REVENUES	\$ 110,490,598	\$ 36,808,865	\$ 52,440,706	47.0%	\$ 58,049,892	\$ (1,093)	\$ 58,050,985	52.5%

City of Dover

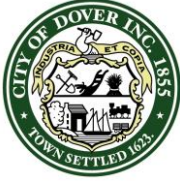
Expenditures of Major Funds December 31, 2014 (General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 372,192	\$ 2,617	\$ 186,631	50.0%	\$ 185,561	\$ 127,257	\$ 58,304	15.7%
Executive	810,105	81,999	373,841	46.0	436,264	233,852	202,413	25.0
Finance	1,632,713	156,704	809,399	50.0	823,314	550,111	273,202	16.7
Planning	512,334	45,903	236,643	46.0	275,691	155,447	120,245	23.5
Misc General Government	1,184,962	78,651	258,686	22.0	926,276	142,006	784,270	66.2
Police	7,420,749	719,195	3,607,164	49.0	3,813,585	2,238,345	1,575,240	21.2
Fire & Rescue	7,502,246	894,585	3,829,840	51.0	3,672,406	1,832,957	1,839,448	24.5
Community Service Public Works	6,036,576	512,756	2,541,419	42.0	3,495,157	1,634,897	1,860,259	30.8
Recreation	2,073,584	160,236	931,571	45.0	1,142,013	263,207	878,806	42.4
Public Library	1,109,966	112,144	518,606	47.0	591,360	364,751	226,609	20.4
Public Welfare	843,870	68,823	355,894	42.0	487,976	78,315	409,662	48.5
Debt Service	10,118,839	-	194,019	2.0	9,924,820	8,417,336	1,507,484	14.9
Other Financing Sources/Uses	3,006,318	575,000	1,170,714	39.0	1,835,604	-	1,835,604	61.1
School	44,236,755	3,249,058	16,786,977	38.0	27,449,778	25,272,697	2,177,081	4.9
Intergovernmental	8,057,565	8,057,565	8,057,565	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 94,918,774	\$ 14,715,237	\$ 39,858,968	42.0%	\$ 55,059,806	\$ 41,311,178	\$ 13,748,628	14.5%
3213 Parking Activity Fund								
Police	\$ 627,936	\$ 48,395	\$ 208,047	33.0%	\$ 419,889	\$ 225,832	\$ 194,057	30.9%
Sub-total : 3213 Parking Activity Fund	\$ 627,936	\$ 48,395	\$ 208,047	33.1%	\$ 419,889	\$ 225,832	\$ 194,057	30.9%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,097,856	\$ 91,043	\$ 382,672	35.0%	\$ 715,184	\$ 547,730	\$ 167,455	15.3%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,097,856	\$ 91,043	\$ 382,672	34.9%	\$ 715,184	\$ 547,730	\$ 167,455	15.3%
3381 McConnell Center Fund								
Recreation	\$ 808,150	\$ 35,654	\$ 154,576	19.0%	\$ 653,574	\$ 478,532	\$ 175,042	21.7%
Sub-total : 3381 McConnell Center Fund	\$ 808,150	\$ 35,654	\$ 154,576	19.1%	\$ 653,574	\$ 478,532	\$ 175,042	21.7%
3410 Recreation Special Revenue Fund								
Recreation	\$ 485,276	\$ 27,942	\$ 213,793	44.0%	\$ 271,483	\$ 39,715	\$ 231,768	47.8%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 485,276	\$ 27,942	\$ 213,793	44.1%	\$ 271,483	\$ 39,715	\$ 231,768	47.8%
5300 Water Fund								
Community Service Public Works	\$ 4,870,339	\$ 706,666	\$ 2,146,357	44.0%	\$ 2,723,982	\$ 702,102	\$ 2,021,880	41.5%
Sub-total : 5300 Water Fund	\$ 4,870,339	\$ 706,666	\$ 2,146,357	44.1%	\$ 2,723,982	\$ 702,102	\$ 2,021,880	41.5%
5320 Sewer Fund								
Community Service Public Works	\$ 7,252,711	\$ 779,925	\$ 3,047,820	42.0%	\$ 4,204,891	\$ 1,068,134	\$ 3,136,757	43.2%
Sub-total : 5320 Sewer Fund	\$ 7,252,711	\$ 779,925	\$ 3,047,820	42.0%	\$ 4,204,891	\$ 1,068,134	\$ 3,136,757	43.2%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 656,958	\$ 40,009	\$ 243,140	37.0%	\$ 413,817	\$ 125,734	\$ 288,084	43.9%
Sub-total : 6100 Dovernet Fund	\$ 656,958	\$ 40,009	\$ 243,140	37.0%	\$ 413,817	\$ 125,734	\$ 288,084	43.9%
Total : EXPENDITURES	\$ 110,717,999	\$ 16,444,871	\$ 46,255,372	41.8%	\$ 64,462,627	\$ 44,498,956	\$ 19,963,671	18.0%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) December 31, 2014

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,294,907	166,028	626,739	48.4	668,168	0	668,168	51.6
Expenditures	948,232	95,830	437,719	46.2	510,513	112,121	398,392	42.0
Debt Service								
Principal	265,063	0	0	-	265,063	0	265,063	100.0
Interest	70,759	0	2,500	3.5	68,259	0	68,259	96.5
	10,853	70,198	186,519	1,718.6	(175,666)	(112,121)	(63,546)	(585.5)



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 3, 2014**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Gagnon led the Pledge of the Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Gagnon, Councilor Hooper, and Councilor McManus. Councilor Cheney arrived at 8:00 pm.

Absent: Councilor Garrison, Councilor O'Connor, and Councilor Thibodeaux.

Also Present: Planning and Community Development Director Parker, General Legal Counsel Blenkinsop, and City Clerk Lavertu.

5. 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.

6. DISCUSSIONS

A. Great Bay Water Quality Update

Dean Peschel gave a PowerPoint presentation on the Great Bay Water Quality Update to the Council. He answered questions from the Council regarding what the City can do to help.

B. Legislator Introductions and Briefing

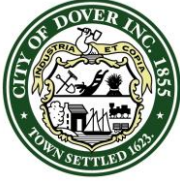
Mayor Weston introduced Ms. Neva Varsalone, representing Senator Ayotte; and Ms. Sarah Holmes representing Senator Shaheen. Councilors discussed federal issues that concern them.

Mayor Weston introduced New Hampshire State Senator Watters and asked him to speak to the Council.

Senator Watters spoke to the Council regarding his background and what his hopes are for the upcoming legislative session.

Mayor Weston asked Representative Cheney to speak to the Council.

Representative Cheney spoke to the Council about her hopes for the next legislative session.



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 3, 2014**
Meeting Time: **7:00 pm**

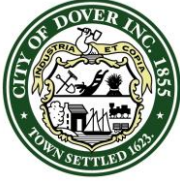
Planning and Community Development Director Parker gave an overview of the handout regarding the Legislative Delegation Requests from the City of Dover

Councilors discussed issues with the State that they would like discussed by the legislation.

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Gagnon.
Vote: 6/0.

DRAFT



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 10, 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 McManus, Councilor O'Connor, and Councilor Thibodeaux.

Absent: Councilor Hooper

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

5. **PROCLAMATIONS/AWARDS – None**

6. **APPROVAL OF AGENDA**

Deputy Mayor Carrier moved to add the School Board Report and the Joint Building Committee – Dover High School and Regional CTC Report.

Councilor McManus moved to add the Library Board of Trustees Report.

Councilor Cheney moved to add an Ordinance Committee Report and two correspondence documents.

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

Vote: 8/0.

7. **PUBLIC HEARINGS**

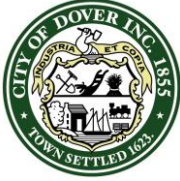
A. HEALTH TRUST REBATES PLACED IN CITY OPEB (OTHER POST EMPLOYMENT BENEFITS) TRUST FUND SPONSORED BY COUNCILOR CHENEY

Donald Medbery, 3 Covered Bridge Lane: He spoke about the history of this issue and how glad he was that the funds were being returned to the City.

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

B. MAINTAIN REGULAR CONTRIBUTIONS TO CITY EMPLOYEE BENEFITS RESERVE SPONSORED BY COUNCILOR CHENEY

Mayor Weston, seeing no one 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, December 10, 2014**
Meeting Time: **7:00 pm**

8. CITIZEN'S FORUM

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

Patricia Wulfson, 5 Rainbow Drive: She spoke about the Council's response to Mr. and Mrs. Hebbard's comments and how she was concerned about the Council's actions towards them. She felt the citizens should be treated with a little more patience.

Donald Medbery, 3 Covered Bridge Lane: He spoke against the Waterfront TIF District.

Mary Hebbard, 97 Spruce Lane: She asked the Council to table Item #13.B.2. She asked the Mayor for an update on the refugees coming to Dover during her Mayor's report. She spoke about the November 14, 2014 Foster's Daily Democrat article.

John Mettee, 56 Rutland Street, Cocheco Waterfront Development Advisory Committee Representative: He gave an update on the committee's activities to the Council.

Richard Hebbard, 97 Spruce Lane: He wished the Council a Merry Christmas.

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

9. CITY MANAGER'S REPORT

A. November 26, 2014

B. December 10, 2014

City Manager Joyal gave an overview of the two reports to the Council. He spoke about snow removal budget and said he will continue to keep the Council up-to-date. He gave an update on his professional development. He appointed Patricia Silberblatt to the Dover Housing Authority.

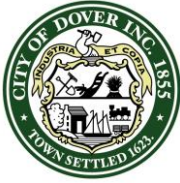
Councilor Cheney said she didn't believe the City Manager had the authority to appoint someone to the Dover Housing Authority.

General Legal Counsel Blenkinsop said he needs to review the laws regarding this issue. Councilor Cheney said she would not approve the City Manager's Report because of this appointment.

City Manager Joyal said the appointment has already been ratified and does not need to be approved by the Council.

Mayor Weston asked for an update on the Community Trail.

City Manager Joyal gave an overview of what was completed and what still needed to be completed.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 10, 2014**
Meeting Time: **7:00 pm**

Mayor Weston asked about the progress on helping the citizen with people leaving trash on her lawn.

City Manager Joyal said they were addressing the issue and hope to deter or catch the perpetrators.

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

Vote: 7/1; Passed. Councilor Cheney was opposed.

10. APPROVAL OF MINUTES

- A. October 29, 2014 – Workshop Session**
- B. November 5, 2014 – Workshop Session**
- C. November 12, 2014 – Regular Meeting**

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

Deputy Mayor Carrier moved to amend two typographical errors in the November 12, 2014 minutes: Page 1/10 – "She spoke about..." Page 8/10 #4 – change "against" to "again".

Mayor Weston referred to the November 5, 2014 Minutes, Page 2/4. She said Dana Lynch is a spokesperson and not the chairperson.

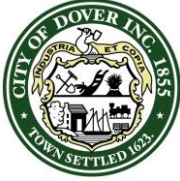
Deputy Mayor Carrier moved to approve the minutes as amended; seconded by Councilor Garrison.

Vote: 8/0.

11. MAYOR'S REPORT

Mayor Weston spoke about the Lip Sync program and how it was a wonderful event and fundraiser. She attended the tree lighting ceremony, which was followed by the festival of trees. She asked for another Councilor's to work with her and Councilor O'Connor on a project regarding a WWII memorial. She spoke about the School Budget presentation that was presented to the School Board on Monday, December 8, 2014. Mayor Weston talked about a new member in her family. She said the Council will not be meeting again until January 7, 2015, which will be a workshop. She said the Joint Fiscal Committee will be meeting on January 20, 2015. She addressed the refugee situation by stating that she spoke with the mayors of Manchester, NH and Lewiston, ME and hopes to have a meeting with them soon now that the elections were over.

Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Thibodeaux.
Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 10, 2014**
Meeting Time: **7:00 pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING – None

B. ORDINANCES IN THE 3rd READING – None

C. RESOLUTIONS

1. HEALTH TRUST REBATES PLACED IN CITY OPEB (OTHER POST EMPLOYMENT BENEFITS) TRUST FUND SPONSORED BY COUNCILOR CHENEY

Councilor Cheney moved for its adoption; seconded by Councilor Garrison. Councilor Cheney gave an overview of the resolution to the Council. City Manager Joyal said the City received two checks: September 2, 2014 in the amount of \$286,800.57, and on September 25, 2014 in the amount of \$265,781.34. Councilor Cheney talked about money to be returned to the City in 2015 if they were still with HealthTrust.
Roll Call Vote: 8/0.

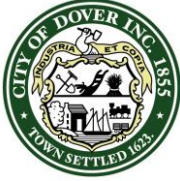
2. MAINTAIN REGULAR CONTRIBUTIONS TO CITY EMPLOYEE BENEFITS RESERVE (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) SPONSORED BY COUNCILOR CHENEY

Councilor Cheney moved for its adoption; seconded by Councilor Garrison. Councilor Cheney gave an overview of the resolution to the Council.
Roll Call Vote: 8/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Seymour Osman Community Center**
2. **RESOLUTION: B15015 MCCONNELL CENTER CUSTODIAL SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
3. **RESOLUTION: B15016 VARIOUS FIRE EQUIPMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
4. **RESOLUTION: B15017 TRAFFIC SIGNAL REPAIRS & MAINTENANCE**
SPONSORED BY MAYOR WESTON BY REQUEST
5. **RESOLUTION: ASSET MANAGEMENT & FINANCIAL PLANNING GRANT CONSULTING SERVICES WITH UNDERWOOD ENGINEERS**
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, December 10, 2014**
Meeting Time: **7:00 pm**

- 6. RESOLUTION: APPROVAL OF COMMUNITY PARTNERS LEASE, ROOM 340**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. RESOLUTION: APPROVAL OF WORKFORCE HOUSING COALITION OF THE GREATER SEACOAST LEASE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. RESOLUTION: BARBARDOES POND LEASE AGREEMENT WITH NH FISH & GAME FOR PUBLIC ACCESS**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

1. **School Board (2)**
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**
15. **Library Board of Trustee**

Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor O'Connor.

Councilor Cheney asked to pull the Ordinance Committee Report.

Councilor McManus asked to pull Item #13.A.5. and the Library Board of Trustees Report.

Deputy Mayor Carrier asked to pull the Joint Building Committee – Dover High School and Regional CTC Report.

Councilor Thibodeaux asked to pull Item #13.A.4.

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

Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.4.; seconded by Councilor Thibodeaux.

City Manager Joyal gave an overview of the resolution to the Council. He said it was basically a maintenance agreement.

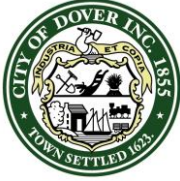
Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.5.; seconded by Councilor O'Connor.

City Manager Joyal gave an overview of the resolution to the Council.

Roll Call Vote: 8/0.

Councilor Cheney gave an Ordinance Committee Report to the Council regarding the Chapter 5 Ordinance. She referred to the redraft version on the Councilor's desk and went over the proposed changes to the Ordinance. She talked about changing "shall" to "may".



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 10, 2014**
Meeting Time: **7:00 pm**

Councilor Garrison said another option “shall have the option to recommend: for both Greater Dover Chamber of Commerce and Dover Main Street.

General Legal Counsel Blenkinsop said that wording would work.

Deputy Mayor Carrier moved to accept the Ordinance Committee Report; seconded by Councilor Thibodeaux.

Vote: 8/0.

Councilor McManus gave an overview of the Library Board of Trustees Report. He said the Library is working to digitize it’s directories and will be coming to the Council for another \$2,000 in the upcoming budget to continue with this initiative.

Deputy Mayor Carrier moved to accept the Library Board of Trustees Report; seconded by Councilor Gagnon.

Vote: 8/0.

Deputy Mayor Carrier gave an overview of the Joint Building Committee – Dover High School and Regional CTC Report to the Council.

The Council discussed the feasibility study and the cost to complete it.

Deputy Mayor Carrier moved to accept the Joint Building Committee – Dover High School and Regional CTC Report; seconded by Councilor Gagnon

Vote: 8/0.

B. RESOLUTIONS

1. B15007 CONSULTANT FOR WATERFRONT DEVELOPMENT REAL-ESTATE MARKET ANALYSIS

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O’Connor.

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

Roll Call Vote: 8/0.

2. AMENDMENT TO CLASSIFICATION PLAN

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O’Connor.

City Manager Joyal said he asked the Council to make a few amendments. Councilor Cheney asked the title of the resolution be changed to “Amendment to the Merit Plan”.

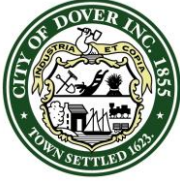
Councilor Cheney moved to make that amendment; seconded by Councilor O’Connor.

Vote: 8/0.

City Manager Joyal said he would ask the Council to substitute the classification plan and the job description for the Assistant City Manager, Director of Planning and Strategic Initiatives.

Councilor Gagnon moved to make that substitution; seconded by Councilor Thibodeaux.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 10, 2014**
Meeting Time: **7:00 pm**

City Manager Joyal gave an overview of the resolution to the Council. He said the change to the classification plan does not involve any pay raises.

Councilor Cheney made a motion to move this resolution to the next regular meeting.

There was no second.

Roll Call Vote: 8/0.

**3. AUTHORIZING THE ISSUANCE OF TAX ANTICIPATION NOTES FOR THE CURRENT FISCAL YEAR (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY MAYOR WESTON BY REQUEST**

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

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

City Manager Joyal said they might not actually have to do this because tax payments have been coming in, but asked for the Council to pass this resolution just in case. He said this will help cover large bills owed in December to the County and bond payments. He explained the process to the Council.

Roll Call Vote: 8/0.

**4. ESTABLISHING THE WATERFRONT TAX INCREMENT FINANCE DISTRICT (TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 14, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a public hearing on January 14, 2015; seconded by Councilor O'Connor.

Vote: 8/0.

C. ORDINANCES IN 1ST READING

**1. CHAPTER 5: BOARDS, COMMISSIONS, AND COMMITTEES
SECTION 24: WATERFRONT TIF ADVISORY BOARD
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 14, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST**

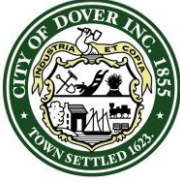
Deputy Mayor Carrier moved to refer to a public hearing on January 14, 2015; seconded by Councilor Cheney.

Councilor Cheney moved to substitute as a whole the ordinance draft that was presented to the Council tonight; seconded by Councilor Thibodeaux.

Vote: 8/0.

Councilor Cheney moved to refer the substituted ordinance to a public hearing on January 14, 2015; seconded by Councilor O'Connor.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 10, 2014**
Meeting Time: **7:00 pm**

14. COUNCIL CORRESPONDENCE

- A. Letter from xfinity, dated November 6, 2014.**
- B. Memorandum from Councilor Cheney regarding HealthTrust, dated December 10, 2014.**
- C. Memorandum from Councilor Cheney regarding New Hampshire Municipal Association (NHMA), dated December 10, 2014.**

Deputy Mayor Carrier moved to place correspondence on file; seconded by Councilor O'Connor.
Vote: 8/0.

15. COUNCIL MATTERS OF INTEREST

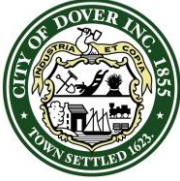
Councilor McManus spoke about all the work that went into the Christmas tree lighting and Festival of Trees, and thanked all who helped.
The Council discussed the wonderful event.

Councilor Garrison talked about the huge agenda packet. He recommended two-sided copying. He also added that the staff could reduce the amount of background information in the resolution, without limiting knowledge.
Mayor Weston agreed to two-sided copying. She didn't like all the emails in the background information. She asked for a consensus regarding two-sided copying as long as each section and resolution was kept separate.
Consensus was to provide two-sided copying.

Mayor Weston asked for a consensus on removing emails from the background information. Councilor Cheney said it was part of the bidding process and she would ask for it every time. Mayor Weston said she didn't need it. She asked the rest of the Council.
Councilor Garrison said it could be available through the City Manager or City Clerk's office. He agreed with eliminating it from the packet.
City Manager Joyal said the entire bidding process is available on the City's website. He said to eliminate confusion that the whole Council either gets the information or no one gets it in the agenda packets.
Mayor Weston asked the Council if they wanted the email addresses.
Consensus was to remove email addresses.
Mayor Weston said the changes will start on January 1, 2015.

City Manager Joyal said the next few Saturday mornings there will be holiday music at the Library.

Mayor Weston asked when they would get the Tolend Road report.
City Manager Joyal said after the first of the year the Council will be having a workshop or a non-public session.



CITY OF DOVER

CITY COUNCIL – MINUTES

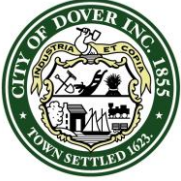
Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 10, 2014**
Meeting Time: **7:00 pm**

Mayor Weston asked for a workshop on understanding the City's website. City Manager Joyal said they will send out a tutorial, and offered one-on-one sessions if they were needed.

16. ADJOURNMENT

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

DRAFT



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2014.12.10-018**
Ordinance Title: Boards, Commissions and Committees
Chapter: 5
Section: 23, 24

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 5 entitled “Boards, Commissions and Committees”, by adding a new Section 5-24 entitled “Waterfront Tax Increment Finance Advisory Board”.

2. AMENDMENT

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

BOARDS, COMMISSIONS AND COMMITTEES

CHAPTER 5

- 5-1. Establishment.
- 5-2. Board of Health.
- 5-3. Cemetery Board.
- 5-4. Library Board of Trustees.
- 5-5. Recreation Advisory Board.
- 5-6. Dover Arena Commission.
- 5-7. Personnel Advisory Board.
- 5-8. Planning Board.
- 5-9. Dover Utilities Commission.
- 5-10. Zoning Board of Adjustment.
- 5-11. Trustees of the Trust Funds.
- 5-12. Solid Waste Advisory Commission.
- 5-13. Dover Arts Commission.
- 5-14. Transportation Advisory Commission.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2014.12.10-018**
 Ordinance Title: Boards, Commissions and Committees
 Chapter: 5
 Section: 23, 24

- 5-15. **Joint Fiscal Committee.**
- 5-16. **Dover Business and Industrial Development Authority.**
- 5-17. **McConnell Center Advisory Committee.**
- 5-18. **Parking Commission.**
- 5-19. **Conservation Commission.**
- 5-20. **Dover Pools Advisory Committee.**
- 5-21. **Dover Housing Authority.**
- 5-22. **Energy Commission.**
- 5-23. **Downtown Dover Tax Increment Finance Advisory Board.**
- 5-24. **Waterfront Tax Increment Finance Advisory Board.**

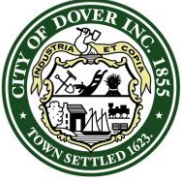
[HISTORY: Adopted by the City Council of the City of Dover on 11-13-2013 by Ord. No. 2013.10.09-10 on 11-13-2013, derived from Article IV Ch. 3, Administrative Code, Generally Amended by the City Council of the City of Dover on 07-14-10 by Ord. No. 2010.06.23-10; Other amendments noted where applicable.]

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

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

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

- (1) Board of Health
- (2) Cemetery Board
- (3) Library Board of Trustees
- (4) Recreation Advisory Board
- (5) Dover Arena Commission
- (6) Personnel Advisory Board
- (7) Planning Board



CITY OF DOVER

CITY OF DOVER - ORDINANCE

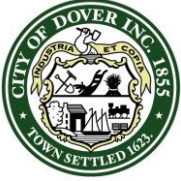
Agenda Item#: 12.A.1.

Ordinance Number: **O -2014.12.10-018**
 Ordinance Title: Boards, Commissions and Committees
 Chapter: 5
 Section: 23, 24

- (8) Dover Utilities Commission
- (9) Zoning Board of Adjustment
- (10) Trustees of the Trust Funds
- (11) Building Code Board of Appeals
- (12) Solid Waste Advisory Commission
- (13) Dover Arts Commission
- (14) Transportation Advisory Commission
- (15) Joint Fiscal Committee
- (16) Dover Business and Industrial Development Authority
- (17) McConnell Center Advisory Committee
- (18) Parking Commission
- (19) Conservation Commission
- (20) Dover Pools Advisory Committee
- (21) Dover Housing Authority
- (22) Energy Commission
- (23) Downtown Dover Tax Increment Finance Advisory Board
- (24) Waterfront Tax Increment Finance Advisory Board

5-23. **Downtown Dover ~~TIF~~ Tax Increment Finance Advisory Board.**

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2014.12.10-018**
 Ordinance Title: Boards, Commissions and Committees
 Chapter: 5
 Section: 23, 24

appointed by the Mayor with the approval of the City Council.

(1) The Board shall sunset upon expiration of the Downtown Dover TIF District.

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

(1) The Board shall advise the City Council and the District Administrator on the recommended policies and actions for the administration and operation of the Downtown Dover TIF District.

(2) The Board shall advise the City Council and the District Administrator regarding the planning, construction and implementation of the Development Program and the operation and maintenance of the District after the Development Program is completed.

(3) The Board shall submit quarterly reports to the City Council.

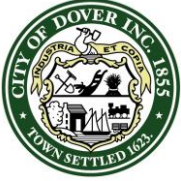
5-24. Waterfront Tax Increment Finance Advisory Board.

A. MEMBERSHIP: The Waterfront Tax Increment Finance (“TIF”) Advisory Board shall consist of five (5) voting members including: one (1) City Councilor; one (1) Citizen Representative, who does not own or occupy real property within or adjacent to the Waterfront TIF District; and three (3) Citizen Representatives who are property owners or occupants of real property within or adjacent to the Waterfront TIF District, one (1) of whom may be recommended by the Dover Chamber of Commerce, and one (1) of whom may be recommended by the Dover Business Industrial Development Authority. The City Manager (or designee) shall be an ex-officio non-voting member. All members shall reside in Dover.

B. TERMS OF MEMBERS: Members shall be appointed to terms of three (3) years. The City Council Member will serve for their current council term and shall be appointed by the Mayor with the approval of the City Council.

(1) The Board shall sunset upon expiration of the Waterfront TIF District.

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2014.12.10-018**
 Ordinance Title: Boards, Commissions and Committees
 Chapter: 5
 Section: 23, 24

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

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

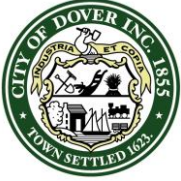
DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD

Document Created by: Legal	O-2014.12.10 Chapter 5, Boards, Commissions and Committees
Document Posted on: December 3, 2014	Page 5 of 6



CITY OF DOVER

CITY OF DOVER - ORDINANCE

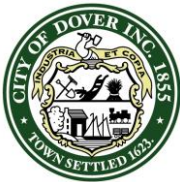
Agenda Item#: 12.A.1.

Ordinance Number: **O -2014.12.10-018**
 Ordinance Title: Boards, Commissions and Committees
 Chapter: 5
 Section: 23, 24

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

ORDINANCE BACKGROUND MATERIAL:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2014.12.10 – 140**

Resolution Re: **Establishing the Waterfront Tax Increment Finance District**

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

WHEREAS: The Planning Board of the City of Dover adopted the Master Plan Visioning Chapter on August 28, 2012 which specifically identifies the need for waterfront redevelopment and continued development in the downtown area; and

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

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

WHEREAS: The City Council of the City of Dover finds that the financing of site improvements to create a clean and developable site along the Cochecho River and other infrastructure improvements serve a public purpose and are consistent with the City's long-term recognition of the importance and unique nature of the waterfront area and its desire to develop the waterfront.

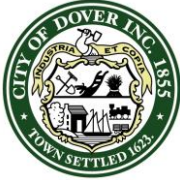
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

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

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

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

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2014.12.10 – 140**
Resolution Re: **Establishing the Waterfront Tax Increment Finance District**

total assessed value of all taxable real property in the City (attached). Furthermore, the land area within the District shall not encompass more than five percent (5%) of the City's land area.

That the attached Waterfront TIF District Administration Plan is hereby adopted and that, consistent with that Plan, the City Manager is designated as the District Administrator and a five (5) member Advisory Board is hereby created for the District. Consistent with this Resolution and attached Waterfront TIF District Administration Plan, via separate ordinance the City Council may establish roles and responsibilities for the Advisory Board to be known as the "Waterfront TIF District Advisory Board." A majority of the members of the Waterfront TIF District Advisory Board shall be owners or occupants of real property within or adjacent to the District. The duties of the Waterfront TIF District Advisory Board shall be in accordance with the provision of RSA 162-K:14, the attached Waterfront TIF District Administration Plan, and the applicable provisions of the Dover Code. Any conflicts that may arise between the policies established by the District Administrator and the Waterfront TIF District Advisory Board shall be considered and resolved by resolution through the City Council.

TO BE REFERRED TO A PUBLIC HEARING

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2014.12.10 – 140**
 Resolution Re: **Establishing the Waterfront Tax Increment Finance District**

DOCUMENT HISTORY:

First Reading Date: 12/10/2014	Public Hearing Date: 01/14/2015
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

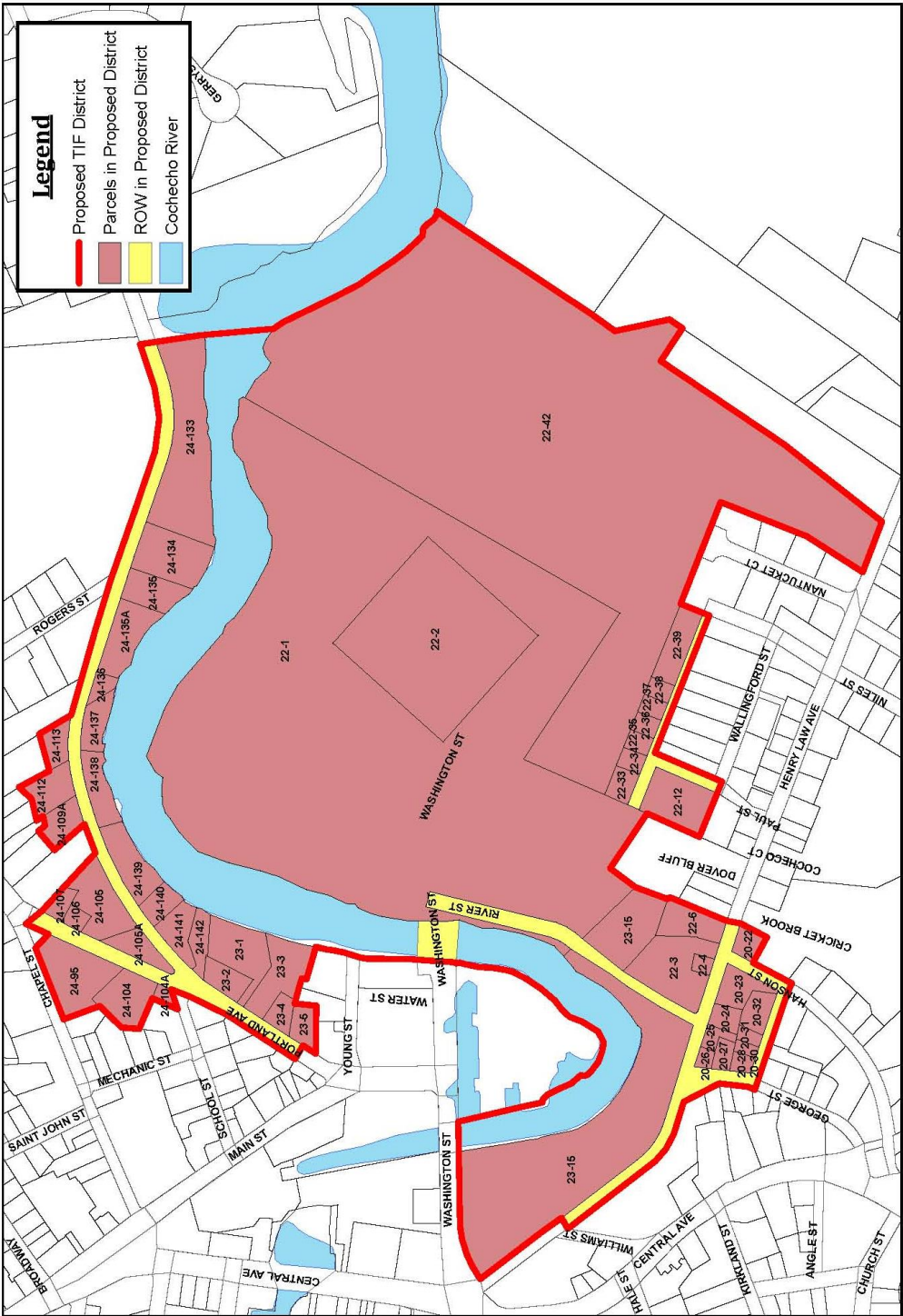
VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason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

RESOLUTION BACKGROUND MATERIAL:

See attached: Proposed Waterfront TIF District Map, Waterfront TIF District Development Program, Waterfront TIF District Financing Plan, Waterfront TIF District Limitations, Waterfront TIF District Administration Plan, Existing Conditions in Proposed TIF District – Estimate of Original Assessed Valuation, Revenue Analysis and Debt Service Coverage Assumptions.

Pursuant to RSA 162-K:4, the public hearing shall be held at least 15 days prior to the date on which action on the proposal is scheduled to take place. Notice of the hearing, including a description of any proposed district, shall be posted in two appropriate places in the municipality or published in a newspaper of general circulation in the municipality at least seven days prior to the hearing.

Proposed Waterfront TIF District Map



Waterfront TIF District Development Program

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

The City's initial activities in developing the WTIFD will include the creation of a clean and readily developable site along the Cochecho River. It may include public infrastructure development, marketing and promotion of the District, negotiation of development agreements, and the sale of property for commercial and/or residential infill development.

Property Disposition & Reuse of Private Property

The City may convey all or a portion of publicly owned parcels located within the WTIFD to private developers under the terms of specific development agreements designed to promote the objectives of the Development Program. It is anticipated that of the 29 acre parcel, 9 would be retained by the City as right of way, utilities or the park. The terms of development agreements pertaining to properties transferred by the City must be approved by the City Council. Although not anticipated, should the City acquire private property within the WTIFD, it shall be accomplished only with approval of the City Council as required by law.

Public Improvements to be Constructed

The initial public improvements to be constructed include removing unsuitable building soils and/or urban fill to the dredge cell, installing needed infrastructure, such as stabilizing the river bank along the Cochecho River, and closing the River Dredge Spoil Cell, which was opened as a result of the dredging of the Cochecho River, over the past decade. Once closed, the cell site can be reused as a surface parking lot serving the waterfront and nearby Maglaras Park. Infrastructure improvements, associated with this work may include street lighting, traffic control devices, utilities and road systems anticipated for the completion of future development.

Following the capital investment in the riverbank stabilization and site clean-up, future public infrastructure within the WTIFD, as outlined in the City's Capital Improvement's Program and subject to final approval by the City Council, may include the following elements, which center on improvements necessary to encourage positive economic development in Dover's urban core:

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

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

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

Public Utilities

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

Private Utilities

In addition to the above referenced Public Utilities, natural gas service is provided to Dover's waterfront by Unutil, which has a policy of extending service lines at its own cost to provide service to new development sites. Public Service Company of New Hampshire (PSNH) is the provider of electric service to all areas of the City of Dover. Comcast, Fairpoint, and Bayring are some of the competitive local exchange carriers providing cable broadband and telecommunication services.

The City's land development regulations require new development to place all utilities underground. The Master Plan encourages the City to look at placing existing utilities underground as well. Furthermore, the 2008 Waterfront Design Guidelines note Dover's desire to place any new utilities underground to create an attractive streetscape. All public facility programs will meet this goal.

Land Use Regulations

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

- Zoning ordinance;
- Subdivision of land and Site Plan Review regulations;
- Waterfront Charettes, Development Guidelines and Concept Plans;
- Building and life safety codes;
- All applicable state and federal laws.

Relocation of persons, businesses or others:

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

Powers and authorities:

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

District changes and modifications:

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

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

Waterfront TIF District Financing Plan

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

Objective

It is the objective of the City of Dover to use the Waterfront Tax Increment Finance District (WTIFD) to support economic development on the city's waterfront by providing public infrastructure, including a park, roadway network and removing unsuitable building soils and/or urban fill to the dredge cell. In order to assist in that endeavor, it is necessary that the City of Dover fund public improvements to attract private investors to the waterfront. In turn, those private investors and their projects will provide needed taxable assessment, business revenue, and cultural and social activities to the downtown and the community as a whole. With the development of the proposed WTIFD, the City will create a clean and attractive site for developers to utilize in creating a development which meets the vision of the community. Without the creation of the WTIFD, the long standing community vision of developing the waterfront into a vibrant and functioning part of the community will be more difficult. Once in place, this development will provide the benefit of millions of dollars of private investments and the City will benefit from the additional taxable value those private investments generate, which will fund the aforementioned park, site clean-up and infrastructure improvements.

Additionally, the creation of the WTIFD is contemplated by the Master Plan Visioning Chapter adopted by the Planning Board on August 28, 2012 as well as the recommendation from the Land Use Chapter of the Master Plan from 2007 that specifically states the City of Dover should "Designate areas as Business Investment Districts to improve infrastructure and streetscape by taking advantage of income created by an increased tax assessment." The Master Plan also endorses the need to develop the waterfront.

Sale of City-Owned Real Estate within the TIF District

As part of the Development Program the City may subdivide the 29.1 acre parcel and convey any or all of the parcel to private entities for the purposes of development consistent with the purposes of the WTIFD. The City shall retain the land beneath the River Street Pump Station, the waterfront park, and any right of ways or other uses as may be negotiated as part of a developer agreement.

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

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

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

Cost of Public Improvements

The Fiscal Year 2016 – 2021 Capital Improvement's Program included the following projects within the WTIFD:

- Riverbank stabilization
- Riverfront park development

- Site work, including excavating the “bluffs” and soil remediation and dredge cell closure
- Retaining a consultant for designing, engineering, permitting and overseeing activities

Future public improvements may include reconstruction of Henry Law Avenue, and removal of other construction obstacles that appear on the site. As outlined in the Development Plan, streetscape and utility work may occur on streets within the WTIFD as well.

The table below shows projects prioritized with an estimated timeline and estimated budgets:

PROJECT DESCRIPTION	2016	2017	2018	2019	2020	2021	Total
Cochecho Bank Stabilization	\$600,000						\$600,000
Soil Remediation	\$250,000						\$250,000
Dredge Cell Closure	\$300,000						\$300,000
Site Work/Bluff Excavation	\$500,000	\$500,000					\$1,000,000
Design Engineering	\$550,000						\$550,000
Riverfront Park Development		\$300,000			\$1,000,000		\$1,300,000
Roadway/Utility Construction					\$2,000,000		\$2,000,000
TOTAL	\$2,200,000	\$800,000			\$3,000,000		\$6,000,000

Prior to undertaking these projects, the City Council would authorized the issuance of General Obligation bonds, pledging the City’s full faith and credit in accordance with New Hampshire RSA 33, to finance the improvements. The cost of the infrastructure improvements has been estimated to be approximately \$6 million. The amount financed will be \$6 million. It is expected that two separate bonds would be issued, one for initial work (2016-2017) totaling \$3,000,000, and a second bond for the additional projects totaling \$3,000,000 (2020). The initial work will stabilize and clean up the site, while the later work will create the roadway network and the finish the park. This work would be financed after developer agreements have been secured with purchasers of the property, and may be expedited or slowed, and have costs adjusted, dependent upon when development agreements are entered into providing tax guarantees.

The infrastructure improvements included in the \$6 million project cost encompass street lighting, traffic control devices, water, wastewater, storm water infrastructure and roadway systems. The debt service for the first five (5) years of the site clean-up and stabilization will be limited to interest-only payments. These payments would be made by transferring funds from the General Fund to the WTIFD to pay the debt service for first three years of the district. It is anticipated that these payments will be approximately \$150,000 per year. For the remaining twenty (20) years of the bond, the anticipated payments, including principal and interest, will be approximately \$300,000 per year. The same scenario would be created by issuing the second bond in 2020. For forecasting purposes, the Revenue Analysis and Assumptions for the facility financing utilizes an interest rate of five percent (5%) over the life of the twenty five (25) year bond.

As part of the annual development of the City’s Capital Improvement’s Program, further public improvements will be analyzed and approved by the City Council in accordance with existing and future financial policies (as adopted by the City Council). Said public improvements will be tied to the overall growth and enhancement of Dover’s waterfront. These improvements should contribute to the economic viability and health of the City. Improvements to be funded by the WTIFD will be within the parameters of revenue generated by the district. Financing for such improvements, whether through future bond issuances or other sources of financing funded by WTIFD revenues, will be scheduled as increment becomes available, and as the City Council approves.

Revenue Potential from Captured Assessed Valuation in District

A Revenue Analysis and Assumptions is attached in Appendix C that demonstrates how the plan would finance cleaning up the site and creating a development ready parcel or parcels. As described above, the

project will be financed with a twenty-five (25) year general obligation bond backed by the full faith and credit of the City. The repayment of the bond will include five (5) years of interest only payments and twenty (20) years of principal and interest payments to fully amortize the debt. The debt is structured with interest only being paid for the first five (5) years, to allow for a period of development to occur to create the incremental revenue needed to finance the ongoing principal and interest payments. The attached Revenue Analysis and Assumptions documents the anticipated cost to repay the debt along with ongoing administration, maintenance and capital improvement costs will be satisfied each year from a combination of sources including new tax increment derived from new captured assessed value within the WTIFD and the sale of the City-owned parcel.

The TIF Administrative Plan shall govern the computation of the Captured Assessed Valuation.

Annual TIF District Revenues

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

Tax Year Ending	Annual Tax Revenue Potential From Incremental Assessed Valuation
2020	\$286,556
2025	\$723,928
2030	\$772,255
2035	\$823,047
2039	\$865,539
2044	\$921,089

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

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

Annual Allocation of Captured Value

Where annual tax increment revenues from the WTIFD, together with unexpended balances of such revenues from prior years exceed the amount necessary for annual debt service payments, such revenues will accumulate within a special revenue fund to be used to retire bond debt incurred for public improvements within the WTIFD. Through the annual adoption of the Capital Improvements Program and the adoption of the annual municipal budget, the City Council may also authorize their use for future public improvements, secured by developer agreements.

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

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

In accordance with RSA 162-K:10, all property tax revenues generated by the baseline assessed value (base value) of the WTIFD will continue to accrue to the City’s General Fund.

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

Operation and Maintenance

The City will be responsible for the operation and maintenance of all public infrastructure (roadways etc). The funding of maintenance and operating expenses for the infrastructure will be provided for with adoption of the annual municipal budget adopted by the City Council.

Duration

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

Waterfront TIF District Limitations

Dover's Waterfront Tax Increment Financing District (WTIFD) must meet certain guidelines and restrictions in its formation, and utilization. There are statutory limitations on taxable valuation and acreage allowed within the City. The State of New Hampshire has created requirements which determine a maximum allowable base valuation of any individual Tax Increment Financing District. This valuation must not be more than eight percent (8%) of the City's taxable value. Furthermore, there are limits on the land area within a WTIFD, as the WTIFD must encompass no more than five percent (5%) of the City's land area.

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

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

	<i>Taxable Valuation</i>	<i>Land Area in Acres</i>
City Total 2014	\$2,794,717,920	18,857
Maximum Allowable - Individual TIF District <i>(8% of Taxable Value; 5% of Acreage)</i>	\$223,577,434	942.85
Waterfront TIF Baseline <i>As Percent of City Total</i>	\$8,604,700 0.31%	83.7 0.44%
Maximum Cumulative TIFs Allowable <i>(16% of Taxable Value; 10% of Acreage)</i>	\$447,154,868	1,885.70
Waterfront TIF	\$6,000,000	83.7
Downtown TIF	\$11,600,000	59.1
Total Cumulative District Values 2013 <i>As Percent of City Total</i>	\$17,600,000 0.63%	142.8 0.76%

This proposed plan has a total valuation that is less than one percent (0.31%), thus below the mandated eight percent (8%) of the City's taxable value. The proposed land area of eighty three (83) acres, is less than half of one percent (0.44%) of the City's land area, thus the WTIFD conforms to the requirement not be more than five percent (5%).

The statute also limits the cumulative land area and taxable valuation within all TIF districts of a municipality to sixteen percent (16%) of assessed valuation and ten percent (10%) of total land area. Dover has one existing (Downtown) TIF district, which is 59 acres. The total of the two (2) TIF Districts would be 142.8 acres, thus the proposed point sixty three percent (0.63%) and point seventy six (0.76%) allotments meet this cumulative requirement.

Waterfront TIF District Administration Plan

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

Administrator

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

Advisory Board

In accordance with RSA 162-K:14, the Dover City Council creates an Advisory Board for the WTIFD, which shall have operating rules in conformance with Chapter 5 of the City of Dover Code. The Advisory Board shall consist of five (5) voting members including: one (1) City Councilor; one (1) Citizen Representative, who does not own or occupy real property within or adjacent to the WTIFD; and three (3) Citizen Representatives who are property owners or occupants of real property within or adjacent to the WTIFD, one (1) of whom shall be recommended by the Dover Chamber of Commerce, and one (1) of whom shall be recommended by the Dover Business Industrial Development Authority. The City Manager (or designee) shall be an ex-officio non-voting member. The Advisory Board shall be known as the “Waterfront TIF Advisory Board.”

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

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

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

Amendments

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

Duration of Program

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

Computation of tax increments:

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

Captured assessed value dedication:

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

City of Dover
Existing Conditions in Proposed TIF District - Estimate of Original Assessed Valuation
 October 2014

Parcel ID	Owner	St#	St Name	zone	use	cl	acres	TY2014 Land	TY2014 Building	Total
								Value	Value	Baseline Assessment
20022-000000	ROTHWELL ANDREW C	47	HANSON ST	RM-U	104	R	0.17	63,400	74,400	137,800
20023-000000	LIATSI JOHN E	36	HANSON ST	CBD	111	A	0.30	102,100	137,800	239,900
20024-000000	MACGREGOR ROB ROY	73	HENRY LAW AV	CBD	104	R	0.17	63,400	68,000	131,400
20025-000000	PAUL WILLIAM H JR	71	HENRY LAW AV	CBD	101	R	0.12	65,900	78,300	144,200
20026-000000	SHAW ROBERT B F JR	65	HENRY LAW AV	CBD	303	C	0.07	94,100	215,700	309,800
20027-000000	SQUIER DAVID D	27	GEORGE ST	CBD	104	R	0.12	62,600	71,800	134,400
20028-000000	FRITZ MICHAEL	25	GEORGE ST	CBD	101	R	0.10	59,100	196,000	255,100
20030-000000	FRITZ MICHAEL	11	SONNETT ST	CBD	104	R	0.06	58,500	103,300	161,800
20031-000000	STRIPTO VINCENT L &	9	SONNETT ST	CBD	101	R	0.08	58,700	75,200	133,900
20032-000000	RUSSELL MICHAEL J &	32	HANSON ST	CBD	104	R	0.25	64,600	96,100	160,700
22001-000000	CITY OF DOVER	31	RIVER ST	CWD	903	E	29.00	0	0	0
22002-000000	DENNIS ELEANOR MARY	1	RIVER ST	CWD	101	R	3.92	309,600	206,500	516,100
22003-000000	DUBOIS FAMILY 2003 REV TRUST	80	HENRY LAW AV	RM-U	101	R	1.03	76,200	98,600	174,800
22004-000000	CLARK PAULA M	84	HENRY LAW AV	RM-U	101	R	0.07	65,100	75,100	140,200
22006-000000	PETERSON CATHERINE A	89	HENRY LAW AV	RM-U	111	A	0.45	111,400	180,200	291,600
22012-000000	TRUEMAN MAN M TRUSTEE	6	PAUL ST	R-12	101	R	0.69	75,100	129,600	204,700
22033-000000	MCENEANEY CATHERINE	12	PAUL ST	R-12	132	R	0.20	1,400	0	1,400
22034-000000	MCENEANEY KEVIN		WALLINGFORD ST	R-12	132	R	0.11	800	0	800
22035-000000	DUFFY DIANE M &		WALLINGFORD ST	R-12	132	R	0.11	800	0	800
22036-000000	TAYLOR WAYNE R & PATRICIA TRUSTEES		WALLINGFORD ST	R-12	132	R	0.11	800	0	800
22037-000000	TAYLOR WAYNE R & PATRICIA P TRUSTEES		WALLINGFORD ST	R-12	132	R	0.11	800	0	800
22038-000000	TAYLOR WAYNE & PATRICIA TRUSTEE		WALLINGFORD ST	R-12	132	R	0.11	800	0	800
22039-000000	MCENEANEY CATHERINE		WALLINGFORD ST	R-12	132	R	0.44	3,200	0	3,200
22042-000000	CITY OF DOVER (BASEBALL PARK)		TOWNE DR	R-12	903	E	29.00	0	0	0
23001-000000	MAIRS ROBERT S		PORTLAND AV	CBD	337	C	0.53	188,400	2,600	191,000
23002-000000	MAIRS ROBERT S	33	PORTLAND AV	CBD	111	A	0.32	117,800	351,700	469,500
23003-000000	MAIRS ROBERT S	25	PORTLAND AV	CBD	111	A	0.61	156,900	413,900	570,800
23004-000000	MAIRS ROBERT S	17	PORTLAND AV	CBD	302	C	0.19	106,400	356,300	462,700
23005-000000	FRANGOS JAMES C &	13	PORTLAND AV	CBD	340	C	0.27	126,900	216,900	343,800
23015-000000	CITY OF DOVER (INDOOR POOL/OLD GYM)	6	WASHINGTON ST	CBD	903	E	6.50	0	0	0
24095-000000	CITY OF DOVER (PARKING LOT)		PORTLAND AV	CBD	903	E	0.84	0	0	0
24095-000LS1	LEASE PORTLAND AVE PARKING LOT		PORTLAND AV	CBD	903	C	0.00	0	0	0
24104-000000	MAIRS ROBERT S	44	PORTLAND AV	CBD	105	R	0.50	93,000	116,100	209,100
24104-A00000	BELLAMY MANAGEMENT CORP	26	SCHOOL ST	CBD	101	R	0.11	85,700	46,400	132,100
24105-000000	MAGLARAS GEORGE	22	COCHECO ST	CWD	316	I	0.85	66,000	48,500	114,500
24105-A00000	CITY OF DOVER (PUMP STATION)	20	COCHECO ST	CWD	903	E	0.39	0	0	0
24106-000000	BOUCHER CAROL &	55	PORTLAND AV	CWD	101	R	0.11	85,300	128,800	214,100
24107-000000	MINOT FRANCINE M	59	PORTLAND AV	CWD	101	R	0.18	75,500	89,000	164,500
24109-A00000	AVON HOLDINGS LLC		COCHECO ST	CWD	131	R	0.28	40,600	0	40,600
24112-000000	PRINTY RITA C IRREV TRUST		COCHECO ST	CWD	130	R	0.40	101,100	0	101,100
24113-000000	PRINTY RITA C IRREV TRUST	46	COCHECO ST	CWD	111	A	0.24	105,800	240,200	346,000
24133-000000	PUBLIC SERV CO OF N H	75	COCHECO ST	CWD	422	U2	1.11	69,300	19,100	88,400
24134-000000	TURGEON ROBERT & EVA GEN PART	73	COCHECO ST	CWD	104	R	0.71	205,100	98,300	303,400
24135-000000	WAKABAYASHI DAVID & REIKO TRUSTEES	67	COCHECO ST	CWD	105	R	0.28	187,500	113,800	301,300
24135-A00000	MAGLARAS GEORGE	65	COCHECO ST	CWD	101	R	0.37	132,800	110,000	242,800
24136-000000	MAGLARAS GEORGE		COCHECO ST	CWD	315	C	0.17	72,700	63,600	136,300
24137-000000	MAGLARAS GEORGE		COCHECO ST	CWD	315	C	0.23	74,200	90,800	165,000
24138-000000	MAGLARAS GEORGE	33	COCHECO ST	CWD	307	C	0.33	76,400	159,100	235,500
24139-000000	MAGLARAS GEORGE	31	COCHECO ST	CWD	384	C	0.52	79,200	186,000	265,200
24140-000000	MAGLARAS GEORGE &	11	COCHECO ST	CWD	315	C	0.19	72,300	35,500	107,800
24141-000000	MAIRS ROBERT S	5	COCHECO ST	CBD	390	C	0.39	96,000	32,000	128,000
24142-000000	MAIRS ROBERT S		COCHECO ST	CBD	390	C	0.25	93,900	32,300	126,200
							83.66	3,847,200	4,757,500	8,604,700

City of Dover, NH

Waterfront TIF District

Revenue Analysis and Debt Service Coverage Assumptions

Per Proposed TIF Plan

Fiscal Year
Estimated

Description	Projected Total	Fiscal Year					
		14	15	16	17	18	19
Anticipated Increment By Year @ FY2014 Tax Rate				201,447	333,539	512,304	694,644
				25.97	25.97	25.97	25.97
Tax Revenue on Incremental Valuation	19,525,990		-	5,232	8,662	13,305	18,040
Transfer From General Fund	450,000		-	150,000	150,000	150,000	
Sale of City Waterfront Parcel	1,000,000						500,000
Net Sources of Funds	20,975,990	-	-	155,232	158,662	163,305	518,040
Less Net Debt Service	(10,650,000)	-	-	(150,000)	(150,000)	(150,000)	(150,000)
Projected Resources Exceed (Short)							
Debt Service Coverage	10,325,990	-	-	5,232	8,662	13,305	368,040
All revenue projections reflect unadjusted 2014 dollars							

Fiscal Year Estimated					Fiscal Year Estimated				
20	21	22	23	24	25	26	27	28	29
11,034,134	26,452,120	26,802,688	27,156,762	27,514,376	27,875,567	28,240,370	28,608,820	28,980,956	29,356,812
25.97	25.97	25.97	25.97	25.97	25.97	25.97	25.97	25.97	25.97
286,556	686,962	696,066	705,261	714,548	723,928	733,402	742,971	752,635	762,396
500,000									
786,556	686,962	696,066	705,261	714,548	723,928	733,402	742,971	752,635	762,396
(300,000)	(450,000)	(442,500)	(435,000)	(427,500)	(570,000)	(555,000)	(540,000)	(525,000)	(510,000)
486,556	236,962	253,566	270,261	287,048	153,928	178,402	202,971	227,635	252,396

Fiscal Year
Estimated

30	31	32	33	34	35	36	37	38	39
29,736,427	30,119,839	30,507,084	30,898,202	31,293,231	31,692,210	32,095,179	32,502,178	32,913,247	33,328,426
25.97	25.97	25.97	25.97	25.97	25.97	25.97	25.97	25.97	25.97
772,255	782,212	792,269	802,426	812,685	823,047	833,512	844,082	854,757	865,539
<hr/>									
772,255	782,212	792,269	802,426	812,685	823,047	833,512	844,082	854,757	865,539
(495,000)	(480,000)	(465,000)	(450,000)	(435,000)	(420,000)	(405,000)	(390,000)	(375,000)	(360,000)
277,255	302,212	327,269	352,426	377,685	403,047	428,512	454,082	479,757	505,539

Fiscal Year
Estimated

40	41	42	43	44
33,747,758	34,171,282	34,599,042	35,031,079	35,467,437
25.97	25.97	25.97	25.97	25.97
876,429	887,428	898,537	909,757	921,089
<hr/>				
876,429	887,428	898,537	909,757	921,089
(345,000)	(180,000)	(172,500)	(165,000)	(157,500)
<hr/>				
531,429	707,428	726,037	744,757	763,589



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

RAFFLE* [v], 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: Portsmouth Christian Azademy
Federal Tax ID number for Organization: 02-0465448

Check (v) Nature of Organization:
Religious [], Educational [v], Charitable [], Civic [], Sports [], Veterans [], Fraternal or Political [], Other []
(Describe)

Contact Person: Elizabeth Nanda Day Time Telephone: 603.742.3617, Ext. 142
Address: 20 Seaborne Drive Email: enanda@pcaschool.org
Purpose of Permit: Raffle
Date of Event: March 21, 2015 Specific Time: 8:30 - 1:00
Location of Event: 20 Seaborne Drive, Dover

Prize (s) To Be Awarded: travel vouchers
Cost of Ticket: \$100.00 Date of Drawing: March 21, 2015
Place of Drawing: PCA 20 Seaborne Drive

* 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

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

***NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT
Road Toll Location:
Police Department Road Toll Approval Signature:
Printed Name:

Licensing Board Approval [Signature] Date: 12/10/14

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: enanda DATE: 12.5.14



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check () the type of application:

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

Organization Name: American Cancer Society
Federal Tax ID number for Organization: 13-1788491

Check () Nature of Organization:

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

(Describe) Making Strides Against Breast Cancer Walk

Contact Person: Kathy Metz Day Time Telephone: (603) 356-3719

Address: 2 Commerce Drive #110 Email Kathy.Metz@cancer.org

Purpose of Permit: _____

Date of Event: 10/25/15, Sunday Specific Time: 8:00 AM - 2 PM

Location of Event: Henry Law Park & surrounding area. Walk Route map attached

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

<http://www.doi.nh.gov/charitable-trusts/faq.htm>

DS

PARADE PERMITS & BLOCK PARTIES ONLY

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

Police Department Parade Route/Block Party Approval Signature: _____

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

ROAD TOLL ONLY

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

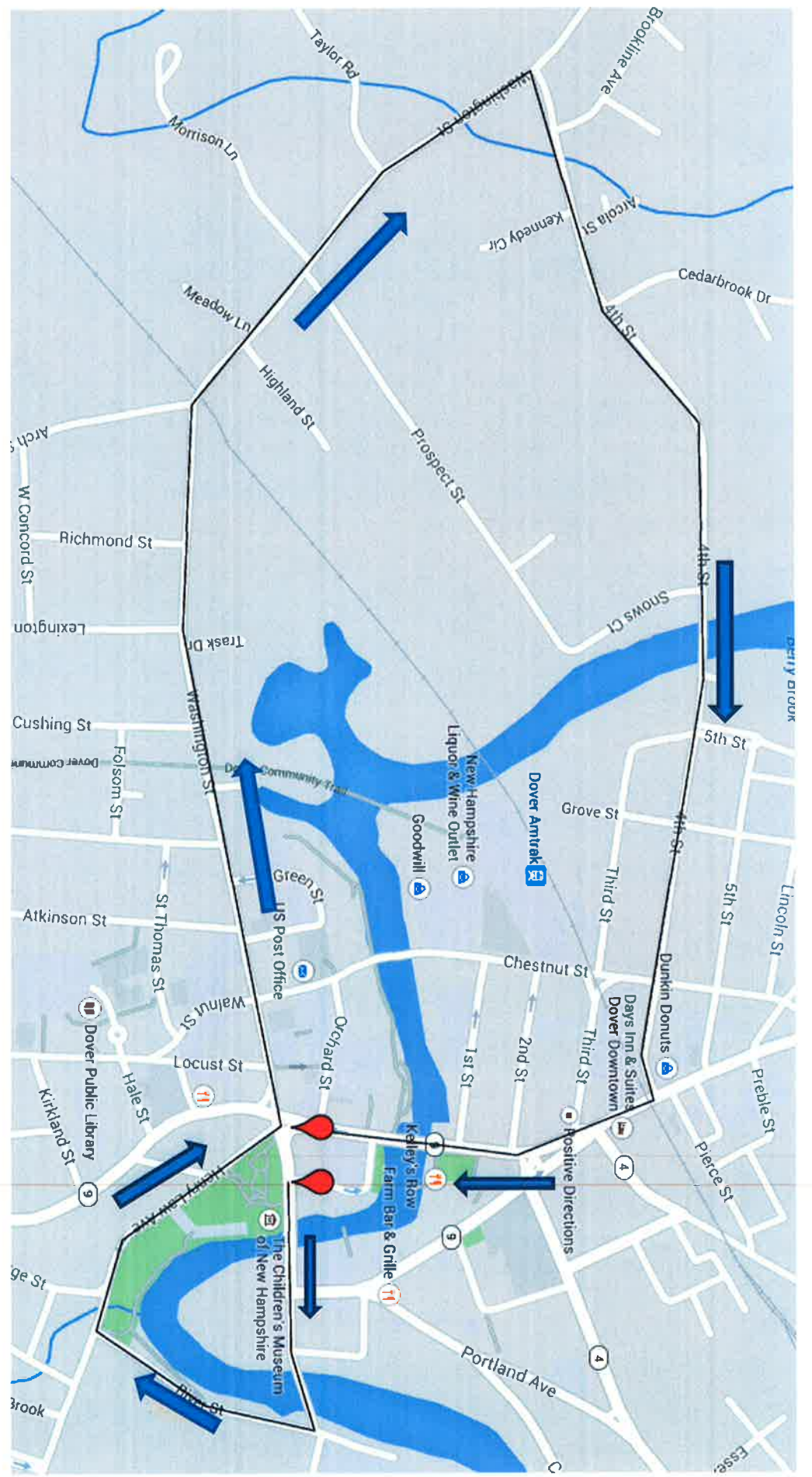
Printed Name: _____

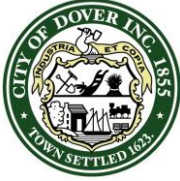
Licensing Board Approval AT Date: 11/7/15

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: Kathleen Metz DATE: 1/6/14

Making Strides Against Breast Cancer
 Parade route 2015 proposed
 Traffic Bureau OK (MES)





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2015.01.14 - 001**
Resolution Re: Purchase of Emergency Generator for City Hall

WHEREAS: The National Joint Powers Alliance (NJPA) is a Municipal Government Service Cooperative that has established several procurement contracts through bid solicitations. One such contract is for generators of various makes and models; and

WHEREAS: The NJPA has awarded an agreement with Caterpillar Inc until September 2017. The pricing terms and conditions are extended to non-profits, counties, cities, towns, schools, colleges and universities but does not lock them into exclusive buying with CAT; and

WHEREAS: The emergency generator powering City Hall has failed unexpectedly and needs to be replaced immediately. Southworth Milton Caterpillar is the authorized CAT distributor for such equipment for the New England region and currently maintains all city and school CAT generators. Based on the NJPA rates this distributor will provide an outdoor CAT generator model D175-2 Diesel to the City Hall in the amount not to exceed \$41,990. Price includes delivery and onsite training. In an effort to obtain standardization, reliability, best costs, best return policies and ongoing support after maintenance expiration, the City wishes to utilize this NJPA agreement with CAT; and

WHEREAS: Per 3-37B, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing through the state of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

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 Southworth Milton Cat for one outdoor CAT generator model D175-2 diesel in the amount not to exceed \$41,990. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.190.41991.4840.00000	Contingency	\$311,510.00	\$281,814.33

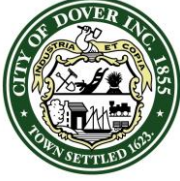
AUTHORIZATION

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.3.

Resolution Number: **R - 2015.01.14 - 001**

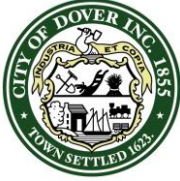
Resolution Re: Purchase of Emergency Generator for City Hall

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.3.

Resolution Number: **R - 2015.01.14 - 001**

Resolution Re: Purchase of Emergency Generator for City Hall

RESOLUTION BACKGROUND MATERIAL:

The emergency generator powering City Hall has failed unexpectedly and needs to be replaced immediately. I have authorized an emergency purchase order to immediately secure and arrange installation for a replacement unit. The cost for the unit is \$41,990. We have arranged to accommodate this within our existing appropriations.

This is a critical piece of equipment supporting city wide operations during community wide emergencies and routine power outages thus the need for expediting its replacement. The existing system has the equivalent of approximately 20 years, and likely more, of standby use. Repairs were attempted over the course of the past few days. However, they were unsuccessful as the specialized electronics and replacement parts are apparently no longer available.

The National Joint Powers Alliance is a Municipal Government Service Cooperative that has established several procurement contracts through bid solicitations. One such contract is for generators of various makes and models. The NJPA has awarded an agreement with Caterpillar Inc until September 2017. The pricing and terms and conditions are extended to non-profits, counties, cities, towns, schools, colleges and universities but does not lock them into exclusive buying with CAT.

Southworth Milton Caterpillar is the authorized distributor for such equipment for the New England region and currently maintains all city and school CAT generators. Based on the NJPA rates this vendor will provide an outdoor CAT generator model D175-2 Diesel in the amount not to exceed \$41,990. In an effort to obtain standardization, reliability, best costs, best return policies and ongoing support after maintenance expiration, the City wishes to utilize this NJPA agreement with Caterpillar Company.

Purchasing Information:

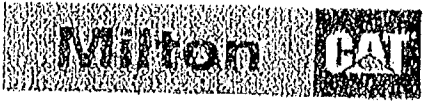
Type:	Purchase Order	Advertised:	No
Invitations Mailed:	None	Number of Responses:	0
Warranty:	Full manufacturers standard	Terms:	Net 30, FOB Dover
Work Bonded:	na	Contract:	Yes
Prices will hold for:	Until delivered	Estimated Delivery:	As needed
Recommended Award to:	CAT Generators, Southworth Milton Cat	Fund:	Contingency
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Expenditure exceeds \$25,000 threshold.

Exhibit A –Signed Quote

ENPRO1143

(~~Contract~~
900)

Fax
746-
4630



Power Systems Division

780 Route 203 Phone: 603.746.4671
Warner, NH 03278 Fax: 603.746.4630

www.miltoncat.com

TO: The City of Dover
ATTN: Tom Chapman
QUOTE #: ENPRO1143
DATE: December 18, 2014
PROJECT:

Generator for City Hall

We are pleased to offer the following equipment for consideration:

One (1) New Outdoor Caterpillar Model D175-2 Diesel Emergency Package Generator Set. This unit is rated 175 KW, Standby power, 120/208 volt, 60 hertz, 1800 rpm, Three phase, 0.8 pf. Included is the following:

- UL 2200 Listed and Labeled
- EPA Certified for Stationary Emergency Application
- Electronic Governor
- Unit Mounted Radiator
- Jacket Water Heater
- Vibration Isolators
- Starting Batteries With Rack and Cables
- 10 amp Battery Charger
- Charging Alternator
- Engine/Generator Unit Mounted Control Panel
- 354 Gallon Fuel Tank, Double Walled w/Leak Detection, UL142 Listed
- Unit Mounted Circuit Breaker
- Enclosure - Painted Steel Factory installed Sound Attenuated L2, Color- White
 - 77 dB(A) @ 23'
 - Mounted on fuel tank base above
 - Thermal/acoustic Insulation
 - Interior muffler with rain cap
- Start-up and Test With Building Load
- Customer Training
- 2 Year Warranty from Date of Start-Up
- 2 Operation and maintenance manuals

*Take
in - Trucks -
Start - Training -
Metering
per trial -
Transfer - Secured*

Net Price, F.O.B. Job Site/Tallgate: \$41,990.00

We currently have one generator set in stock, offered subject to prior sale.

Payment Terms:
With Credit Department Approval - Net 30 Days and 100% Paid Prior To Start Up.
Sales tax is not included.
Credit card payments are not accepted.

This is a quotation on the goods named above and subject to the conditions noted herein:

- Scope:**
1. This proposal is offered in accordance with specification: NONE
 2. The equipment, services and testing defined in this proposal constitute the entire offer. No other items are included or implied.

- System Check Test and Start up:**
1. All customer connections must be complete prior to start up. Block heaters, battery chargers, exhaust systems, exhaust tagging, vibration isolators, breaker connections, fuel tanks filled, etc. must be performed by the installing contractor.

Testing -- Load Testing:

1. Milton Cat will provide a service technician to perform building load testing. The load test will be conducted using the building loads. Load banks will not be provided. The installing contractor has the responsibility to deliver sufficient load for the testing to be successfully completed.
2. This proposal does not include third party commissioning. Milton Cat will quote third party commissioning separately if required.

Compliance, Deviations and Exceptions:

1. This proposal is confined to the Proposed Bill of Material.
2. All field labor provided by others. Any and all installation of this equipment shall be by others.
3. All fuel provided by others.
4. Items marked as ships loose on the Bill of Material to be installed by others.
5. Federal, State and local code compliance is strictly the responsibility of the owner and his engineers and/or representatives.
6. Title and risk of loss will pass to Buyer upon delivery of the equipment to project site or designated delivery address.
7. Buyer may not cancel a purchase order or return equipment without Milton Cat's written consent. Any cancellation or return is subject to additional charges.

This price is firm for sixty days. Please see attached Terms and Conditions. Please note sales tax, if applicable, is not included in our price. We appreciate this opportunity to quote you on your equipment requirements and hope to be favored with your valued order.

We look forward to serving your future purchase and/or rental needs.

Sincerely,

Tom Gallo
Power Solutions Representative
603-746-8730

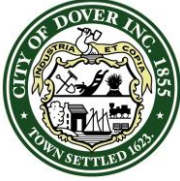
Customer Acceptance: This proposal is accepted at the price and per the terms indicated. (Please provide the entire proposal form to Milton Cat with signature). Milton Cat requires a purchase order to proceed with the order.

Buyer requests 1 (quantity) of Hardcopy Submittals or one (1) Electronic Submittal

<u>Ann Legere</u> Name (print)	<u>City of Dover NH</u> Company
<u>Purchasing Agent</u> Title	<u>Ann Legere 12/23/14</u> Signature/Date

MILTON CAT POWER SYSTEMS STANDARD TERMS & CONDITIONS

- A) Customer is responsible for any and all installation of the equipment supplied by Milton Cat Power Systems, unless otherwise specified in writing. All equipment needed to perform any loading or unloading of the equipment supplied by Milton Cat Power Systems is the responsibility of the buyer. All permits, fees and regulatory requirements are the responsibility of the buyer.
- B) Milton Cat Power Systems limits the scope of supply for this quotation to the equipment and services listed in our bill of material. Unless specifically listed in our bill of material, equipment not indicated is assumed to be supplied by others. We have detailed the equipment proposed in the bill of material. Please check it to be certain that it meets your requirements.
- C) Milton Cat Power Systems reserves the right to correct any errors or omissions. Standard warranty of the manufacturer applies. Copies are available upon request.
- D) The Price of any equipment scheduled for shipment on a date beyond a period of twelve (12) months from date of purchase order is subject to increase by seller, unless otherwise agreed to in writing.
- E) Contracts which include penalty or liquidated damage clauses, waivers of subrogation, or naming a third party additionally insured are not acceptable or binding on Milton Cat Power Systems, unless accepted and confirmed in writing by an officer of Milton Cat Power Systems.
- F) There will be a cancellation fee for any orders cancelled, once placed and accepted by Milton Cat Power Systems. Cancellation fees will be addressed and negotiated at time of cancellation.
- G) Milton Cat Power Systems' standard and extended terms and conditions are included in the quotation and hereby become part of this quotation.
- H) Milton Cat Power Systems will not be responsible for any labor or material charges by others associated with the start-up and installation of this equipment unless previously agreed upon, in writing by Milton Cat



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2015.01.14 – 002**
Resolution Re: Approval of Workforce Housing Coalition of the Greater Seacoast Amended Lease

WHEREAS: The Workforce Housing Coalition of the Greater Seacoast, a New Hampshire non-profit corporation, entered into a Lease Agreement with the City of Dover to lease Room 302A at the McConnell Center, 30 St. Thomas Street, Dover, New Hampshire; and

WHEREAS: The Lease Agreement was approved by the City Council on December 10, 2014; and

WHEREAS: After the approval by City Council the Tenant had some requests for changes in the language of the Lease Agreement under Paragraph 10. Default/Early Termination, Paragraph 11. Indemnification, and Paragraph 15. Notice; and

WHEREAS: All other terms of the Lease Agreement remain the same.

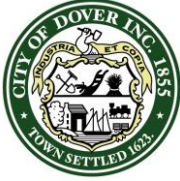
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

The City Manager is authorized to sign the Amended Lease Agreement between the City of Dover and Workforce Housing Coalition of the Greater Seacoast for a term of eighteen (18) months, with a two (2) year renewal option, for Room 302A in the McConnell Center.

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		

R-2015.01.14_Approval of Workforce Housing Coalition of the Greater Seacoast AMENDED Lease



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2015.01.14 – 002**
Resolution Re: Approval of Workforce Housing Coalition of the Greater Seacoast Amended Lease

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The City of Dover leases space at the McConnell Center to non-profit organizations and state agencies.

See attached track change version of the original Lease Agreement with proposed edits and the final Amended Lease Agreement with track change edits accepted.

R-2015.01.14_Approval of Workforce Housing Coalition of the Greater Seacoast AMENDED Lease

Document Created by: Legal Division
Document Posted on: January 5, 2015

Page 2 of 2



CITY OF DOVER

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

LEASE AGREEMENT

THIS LEASE made this ____ day of _____, 20__, by and between **WORKFORCE HOUSING COALITION OF THE GREATER SEACOAST** of One Middle Street, Suite 211, P.O. Box 4772, Portsmouth, New Hampshire 03802-4772 (hereinafter referred to as “LESSEE”), and the **CITY OF DOVER**, of 288 Central Avenue, Dover, New Hampshire 03820 (hereinafter referred to as “LESSOR”).

WITNESSETH:

That IN CONSIDERATION of the mutual promises contained herein, and FOR OTHER GOOD AND VALUABLE CONSIDERATION contained herein, the parties agree as follows:

1. Description and Term.

That the LESSOR does hereby demise and lease to the LESSEE the space within the City’s McConnell Center located at 30 St. Thomas Street, Dover, New Hampshire, which space is intended to contain 345 square feet and more particularly identified on the McConnell Center Plans dated February 6th, 2006 as Room 302A (“the Space”).

In conjunction with the use of the Space, LESSEE shall have the right to use ten (10) parking spaces for its employees in the adjacent City Parking lot to the rear of the Public Library during LESSEE’s normal operations between the hours of 8 am and 4 pm Monday through Friday. Additionally, visitor spaces are available in a parking lot created adjacent to the building on St. Thomas Street. It is agreed the spaces will not be reserved and used on a first come first served basis with no signage designating spaces to the LESSEE. The parking spaces may be subject to relocation within the entire parking lot at the sole discretion of the City of Dover.

The term of LESSEE’s Lease shall be for eighteen (18) months beginning on **January 1, 2015 and ending on June 30, 2016**. There shall be an option to renew this lease for an additional 2 year term at the LESSEE’S request pursuant to Paragraph 7. Any additional term shall be separately negotiated.

Monthly rent shall be paid the first of each month to the City of Dover. LESSEE’S first year’s rent charges are based upon space allocation of 345 square feet and calculated using the following components:



CITY OF DOVER

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

LEASE AGREEMENT

Component	Rate	Assessment	
		Annual	Monthly
Fixed Rent	\$ 6.50	\$2,242.50	\$186.88
Capital Reserve	\$ 0.40	\$ 138.00	\$ 11.50
Operation (*)	\$ 6.16	\$2,125.20	\$177.10
Other as agreed	\$ 0.00	\$0.00	\$0.00
<i>Total Rent Assessment</i>	<i>\$13.06</i>	<i>\$4,505.70</i>	<i>\$375.48</i>

(*) Operation costs are variable based upon actual costs as outlined in section 2.

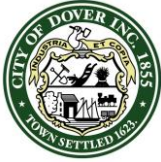
2. Utilities and Operations

The LESSEE shall be responsible for payment of all operations and maintenance costs associated with the Space, including utilities (electricity, water, gas, heat) and shared custodial, snow removal and associated supplies. Operations and Maintenance costs of this lease is as set forth above established at \$6.16/sf. initially. Thereafter these costs shall be revised annually and prorated per square foot based upon the previous year's actual cost of operating and maintaining the building. The total square footage of leased space is 54,348 square feet. The annual revision of operation and maintenance costs shall occur in February and take effect the following July 1st.

3. Condition of Premises.

The LESSOR leases the Space "as is". LESSEE shall be solely responsible for all associated costs for desired original and future build out of the Space; and plans for such build out must be reviewed for potential approval by LESSOR. LESSEE shall be solely responsible for insuring all improvements and contents of the Space, and shall name LESSOR as an additional insured on its general and property liability insurance policy.

LESSOR shall, at its own expense, maintain and keep the building in good structural order and repair including, but not limited to, all partitions, doors, windows, fixtures and equipment. In addition, LESSOR shall, at its own expense, make normal repairs and maintain performance of the leased Premises, as needed, including, without limitation, the replacement of broken glass, interior repainting, the repair of floors, and the keeping of windows and doors watertight. LESSOR shall also, at its expense, maintain in good operating condition all plumbing, electrical, heating, sprinkling, air conditioning and other utility systems. All items herein mentioned shall be maintained in as good order and repair as they are at the date of the commencement of the term of this lease,



CITY OF DOVER

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

LEASE AGREEMENT

reasonable wear and damage by accident, fire or other insured against casualty excepted. LESSEE and LESSOR will perform a walk through to evaluate condition of the Premises prior to occupancy.

LESSOR agrees to maintain the Premises in condition fit for their intended use and to make all necessary repairs of which LESSOR is aware, including adequate heat and water, and a sound physical structure. Furthermore, LESSOR will maintain the grounds and remove the common area rubbish, and maintain and keep reasonably free from snow and ice the parking areas, sidewalks and entrances/exits to building.

4. Access to Premises.

The LESSOR shall also have the right to enter upon the Space at all reasonable times to inspect same and to expel the LESSEE if the LESSEE shall fail to comply with or breach in any way this Lease. The LESSOR shall provide the LESSEE with reasonable notice of any inspections of or visits to the Space.

5. Unavoidable Casualty and Eminent Domain.

In the event of an unavoidable casualty, including fire, not arising as a result of the negligence or intentional conduct of the LESSEE whereby the Space or any portion of them are destroyed or damaged so as to be unfit for use or occupancy, the LESSOR specifically reserves the option of terminating this Lease. However, that in the event of total destruction or damage which is equivalent of total destruction, this Lease shall automatically terminate.

In the event these premises shall be taken either under threat of eminent domain or by eminent domain proceedings in whole then this Lease shall be terminated and the rent shall be pro-rated and returned to the LESSEE as of the date of such taking. A condemnation award shall belong exclusively to the LESSOR.

6. Use.

The LESSEE shall only use the Space in compliance with the City's McConnell Center Reuse Steering Committee Report dated December 2004, and all applicable amendments thereto, and all applicable City ordinances, rules and regulations. Additionally, the Space shall be used for non-profit purposes only. No residential use shall be permitted.



CITY OF DOVER

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

LEASE AGREEMENT

7. Renewal of Lease.

At least sixty (60) days but no earlier than one hundred twenty (120) days prior to the expiration of the initial term of this Lease or the expiration of an applicable additional term, the LESSEE shall notify the LESSOR in writing of the LESSEE's intention to exercise its option to extend the term of the Lease for an additional period and seek to continue its Lease upon such terms and conditions as the parties may then agree.

8. Subletting and Assignment.

LESSEE shall neither sublet nor assign the Space or the associated parking spaces under any circumstances without prior written consent by the LESSOR.

9. Personal Property.

In the event that at the end of the term or upon any earlier termination of this Lease, including, but not limited to, termination for failure of the LESSEE to perform as required hereunder, there remains personal property of the LESSEE in the Space, the LESSOR is authorized to dispose of said property after giving written notice of its intent to do so to the LESSEE at the last known address of the LESSEE.

10. Default/Early Termination.

In the event the LESSEE fails to perform its obligations under this Lease, this Lease is defaulted and the LESSOR is entitled to immediate occupation and possession of the Space and the associated parking spaces. If the LESSEE shall default in the observance or performance of any conditions or covenants on LESSEE's part to be observed or performed, under or by virtue of any provisions of this lease, the LESSOR, without being under any obligation to do so and without thereby waiving such default, may remedy such default at the expenses of the LESSEE. If the LESSOR makes any expenditure or incurs any obligations for payment in connection therewith including, but not limited to, attorney's fees, such sums paid or obligations incurred shall be paid to the LESSOR as additional rent. In the event that there is damage to the Space due to the LESSEE's actions or inactions, or the LESSEE fails to make any utility payments when due, the Lease may be immediately terminated at the option of the LESSOR. As a condition precedent to the ability of the LESSOR to exercise its rights hereunder, the LESSOR shall be required to provide the LESSEE with at least thirty (30) days advance written notice of any alleged failure to perform, default, damage, or failure to pay, so that



CITY OF DOVER

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

LEASE AGREEMENT

LESSEE may have an opportunity to cure said condition prior to the LESSOR taking further action.

11. Indemnification.

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:

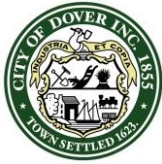
- (i) any injury to, or the death of, any person or any damage to property or to the Space caused by the negligence of the LESSEE or its agents, officers or employees;
- (ii) any act or omission of LESSEE or its agents, officers or employees;
- (iii) violation by LESSEE of any agreement or condition of this Lease; or
- (iv) violation by LESSEE of any law, ordinance or regulation affecting the Space or any part thereof or the ownership, occupancy or thereof.

12. Insurance.

Casualty and property insurance shall continue to be maintained on the subject property by the LESSOR. LESSEE shall procure and maintain in force, at its expense, during the term of this lease agreement, and any extensions of such term, liability and property damage insurance for the LESSEE's leased Space to be considered primary coverage. LESSOR has no obligation for any loss to personal property. Proof of insurance shall be supplied to the LESSOR at the time of occupancy. The City of Dover shall be listed as 'Additional Insured' on the policy and proof of insurance certificate.

13. Liens and Encumbrances.

LESSEE will not create or allow any lien, encumbrance or charge on the LESSEE Space or on the McConnell Center or on the rents or income there from which may be superior to the LESSOR's rights hereunder.



CITY OF DOVER

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

LEASE AGREEMENT

14. Parties Bound.

This Lease and its addendums is binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire agreement between the parties.

15. Notice.

All notices by either party to be given with respect to this Lease shall be in writing and shall be given by first class mail or overnight carrier to the addresses stated below. LESSOR and LESSEE may amend its address for notice by providing advanced written notice to the other party. Notice shall be provided as follows:

To the LESSEE: Kim S. Rogers
 G.L. Rogers & Co., Inc.
 1 Varrell Lane, #18
 PO Box 100
 York Harbor, ME 03911

With a copy to: Workforce Housing Coalition
 McConnell Center
 30 St. Thomas St.
 Dover, NH 03820

To the LESSOR: City of Dover
 Attn: City Manager
 288 Central Ave.
 Dover, NH 03820

With a copy to: City of Dover
 Attn: Recreation Director
 McConnell Center
 30 St. Thomas St.
 Dover, NH 03820

16. Modification of Lease.

This Lease contains the entire agreement between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.



CITY OF DOVER

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

LEASE AGREEMENT

17. Section Headings.

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in the interpretation, construction or meaning of the provisions of the Lease Agreement.

18. Severability.

Any determination that any provision of this Agreement or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not effect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Agreement.

19. Laws Governing.

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

20. Security Deposit.

Upon execution of this Lease, LESSEE deposits with LESSOR \$0 as security for the performance by LESSEE of the terms of this Lease to be returned to LESSEE, with interest, following the full and faithful performance by LESSEE of this Lease. In the event of damage to the Premises caused by LESSEE or LESSEE 's agents or visitors, LESSOR may use funds from the deposit to repair, but is not limited to this fund and LESSEE remains liable.

21. Merger.

This Lease contains all terms and conditions agreed upon by the parties hereto and not other agreements or representations, oral or otherwise, regarding the subject matter of this Lease shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease shall be in writing and signed by the parties hereto.



CITY OF DOVER

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

LEASE AGREEMENT

22. Amendment.

This Lease amends and supersedes in its entirety the lease entered into by the Parties on ____NA____.

IN WITNESS WHEREOF, the parties have hereunto executed this Lease agreement this ____ day of _____, 2014.

LESSEE
WORKFORCE HOUSING COALITION
OF THE GREATER SEACOAST

Duly Authorized

Witness
Date

LESSOR
THE CITY OF DOVER
J. Michael Joyal, Jr., City Manager
Duly Authorized

Witness
Date



CITY OF DOVER

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

LEASE AGREEMENT

THIS LEASE made this ____ day of _____, 20__, by and between **WORKFORCE HOUSING COALITION OF THE GREATER SEACOAST** of One Middle Street, Suite 211, P.O. Box 4772, Portsmouth, New Hampshire 03802-4772 (hereinafter referred to as “LESSEE”), and the **CITY OF DOVER**, of 288 Central Avenue, Dover, New Hampshire 03820 (hereinafter referred to as “LESSOR”).

WITNESSETH:

That IN CONSIDERATION of the mutual promises contained herein, and FOR OTHER GOOD AND VALUABLE CONSIDERATION contained herein, the parties agree as follows:

1. Description and Term.

That the LESSOR does hereby demise and lease to the LESSEE the space within the City’s McConnell Center located at 30 St. Thomas Street, Dover, New Hampshire, which space is intended to contain 345 square feet and more particularly identified on the McConnell Center Plans dated February 6th, 2006 as Room 302A (“the Space”).

In conjunction with the use of the Space, LESSEE shall have the right to use ten (10) parking spaces for its employees in the adjacent City Parking lot to the rear of the Public Library during LESSEE’s normal operations between the hours of 8 am and 4 pm Monday through Friday. Additionally, visitor spaces are available in a parking lot created adjacent to the building on St. Thomas Street. It is agreed the spaces will not be reserved and used on a first come first served basis with no signage designating spaces to the LESSEE. The parking spaces may be subject to relocation within the entire parking lot at the sole discretion of the City of Dover.

The term of LESSEE’s Lease shall be for eighteen (18) months beginning on **January 1, 2015 and ending on June 30, 2016**. There shall be an option to renew this lease for an additional 2 year term at the LESSEE’S request pursuant to Paragraph 7. Any additional term shall be separately negotiated.

Monthly rent shall be paid the first of each month to the City of Dover. LESSEE’S first year’s rent charges are based upon space allocation of 345 square feet and calculated using the following components:



CITY OF DOVER

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

LEASE AGREEMENT

Component	Rate	Assessment	
		Annual	Monthly
Fixed Rent	\$ 6.50	\$2,242.50	\$186.88
Capital Reserve	\$ 0.40	\$ 138.00	\$ 11.50
Operation (*)	\$ 6.16	\$2,125.20	\$177.10
Other as agreed	\$ 0.00	\$0.00	\$0.00
<i>Total Rent Assessment</i>	<i>\$13.06</i>	<i>\$4,505.70</i>	<i>\$375.48</i>

(*) Operation costs are variable based upon actual costs as outlined in section 2.

2. Utilities and Operations

The LESSEE shall be responsible for payment of all operations and maintenance costs associated with the Space, including utilities (electricity, water, gas, heat) and shared custodial, snow removal and associated supplies. Operations and Maintenance costs of this lease is as set forth above established at \$6.16/sf. initially. Thereafter these costs shall be revised annually and prorated per square foot based upon the previous year's actual cost of operating and maintaining the building. The total square footage of leased space is 54,348 square feet. The annual revision of operation and maintenance costs shall occur in February and take effect the following July 1st.

3. Condition of Premises.

The LESSOR leases the Space "as is". LESSEE shall be solely responsible for all associated costs for desired original and future build out of the Space; and plans for such build out must be reviewed for potential approval by LESSOR. LESSEE shall be solely responsible for insuring all improvements and contents of the Space, and shall name LESSOR as an additional insured on its general and property liability insurance policy.

LESSOR shall, at its own expense, maintain and keep the building in good structural order and repair including, but not limited to, all partitions, doors, windows, fixtures and equipment. In addition, LESSOR shall, at its own expense, make normal repairs and maintain performance of the leased Premises, as needed, including, without limitation, the replacement of broken glass, interior repainting, the repair of floors, and the keeping of windows and doors watertight. LESSOR shall also, at its expense, maintain in good operating condition all plumbing, electrical, heating, sprinkling, air conditioning and other utility systems. All items herein mentioned shall be maintained in as good order and repair as they are at the date of the commencement of the term of this lease,



CITY OF DOVER

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

LEASE AGREEMENT

reasonable wear and damage by accident, fire or other insured against casualty excepted. LESSEE and LESSOR will perform a walk through to evaluate condition of the Premises prior to occupancy.

LESSOR agrees to maintain the Premises in condition fit for their intended use and to make all necessary repairs of which LESSOR is aware, including adequate heat and water, and a sound physical structure. Furthermore, LESSOR will maintain the grounds and remove the common area rubbish, and maintain and keep reasonably free from snow and ice the parking areas, sidewalks and entrances/exits to building.

4. Access to Premises.

The LESSOR shall also have the right to enter upon the Space at all reasonable times to inspect same and to expel the LESSEE if the LESSEE shall fail to comply with or breach in any way this Lease. The LESSOR shall provide the LESSEE with reasonable notice of any inspections of or visits to the Space.

5. Unavoidable Casualty and Eminent Domain.

In the event of an unavoidable casualty, including fire, not arising as a result of the negligence or intentional conduct of the LESSEE whereby the Space or any portion of them are destroyed or damaged so as to be unfit for use or occupancy, the LESSOR specifically reserves the option of terminating this Lease. However, that in the event of total destruction or damage which is equivalent of total destruction, this Lease shall automatically terminate.

In the event these premises shall be taken either under threat of eminent domain or by eminent domain proceedings in whole then this Lease shall be terminated and the rent shall be pro-rated and returned to the LESSEE as of the date of such taking. A condemnation award shall belong exclusively to the LESSOR.

6. Use.

The LESSEE shall only use the Space in compliance with the City's McConnell Center Reuse Steering Committee Report dated December 2004, and all applicable amendments thereto, and all applicable City ordinances, rules and regulations. Additionally, the Space shall be used for non-profit purposes only. No residential use shall be permitted.



CITY OF DOVER

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

LEASE AGREEMENT

7. Renewal of Lease.

At least sixty (60) days but no earlier than one hundred twenty (120) days prior to the expiration of the initial term of this Lease or the expiration of an applicable additional term, the LESSEE shall notify the LESSOR in writing of the LESSEE's intention to exercise its option to extend the term of the Lease for an additional period and seek to continue its Lease upon such terms and conditions as the parties may then agree.

8. Subletting and Assignment.

LESSEE shall neither sublet nor assign the Space or the associated parking spaces under any circumstances without prior written consent by the LESSOR.

9. Personal Property.

In the event that at the end of the term or upon any earlier termination of this Lease, including, but not limited to, termination for failure of the LESSEE to perform as required hereunder, there remains personal property of the LESSEE in the Space, the LESSOR is authorized to dispose of said property after giving written notice of its intent to do so to the LESSEE at the last known address of the LESSEE.

10. Default/Early Termination.

In the event the LESSEE fails to perform its obligations under this Lease, this Lease is defaulted and the LESSOR is entitled to immediate occupation and possession of the Space and the associated parking spaces. If the LESSEE shall default in the observance or performance of any conditions or covenants on LESSEE's part to be observed or performed, under or by virtue of any provisions of this lease, the LESSOR, without being under any obligation to do so and without thereby waiving such default, may remedy such default at the expenses of the LESSEE. If the LESSOR makes any expenditure or incurs any obligations for payment in connection therewith including, but not limited to, attorney's fees, such sums paid or obligations incurred shall be paid to the LESSOR as additional rent. In the event that there is damage to the Space due to the LESSEE's actions or inactions, or the LESSEE fails to make any utility payments when due, the Lease may be immediately terminated at the option of the LESSOR. As a condition precedent to the ability of the LESSOR to exercise its rights hereunder, the LESSOR



CITY OF DOVER

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

LEASE AGREEMENT

shall be required to provide the LESSEE with at least thirty (30) days advance written notice of any alleged failure to perform, default, damage, or failure to pay, so that LESSEE may have an opportunity to cure said condition prior to the LESSOR taking further action.

11. Indemnification.

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:

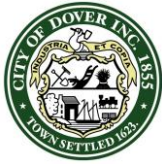
- (i) any injury to, or the death of, any person or any damage to property or to the Space caused by the negligence of the LESSEE or its agents, officers or employees;
- (ii) any act or omission of LESSEE or its agents, officers or employees;
- (iii) violation by LESSEE of any agreement or condition of this Lease; or
- (iv) violation by LESSEE of any law, ordinance or regulation affecting the Space or any part thereof or the ownership, occupancy or thereof.

12. Insurance.

Casualty and property insurance shall continue to be maintained on the subject property by the LESSOR. LESSEE shall procure and maintain in force, at its expense, during the term of this lease agreement, and any extensions of such term, liability and property damage insurance for the LESSEE's leased Space to be considered primary coverage. LESSOR has no obligation for any loss to personal property. Proof of insurance shall be supplied to the LESSOR at the time of occupancy. The City of Dover shall be listed as 'Additional Insured' on the policy and proof of insurance certificate.

13. Liens and Encumbrances.

LESSEE will not create or allow any lien, encumbrance or charge on the LESSEE Space or on the McConnell Center or on the rents or income there from which may be superior to the LESSOR's rights hereunder.



CITY OF DOVER

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

LEASE AGREEMENT

14. Parties Bound.

This Lease and its addendums is binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire agreement between the parties.

15. Notice.

All notices by either party to be given with respect to this Lease shall be in writing and shall be given by first class mail or overnight carrier to the addresses stated ~~above~~below. LESSOR and LESSEE may amend its address for notice by providing advanced written notice to the other party. Notice shall be provided as follows:

To the LESSEE: Kim S. Rogers
 G.L. Rogers & Co., Inc.
 1 Varrell Lane, #18
 PO Box 100
 York Harbor, ME 03911

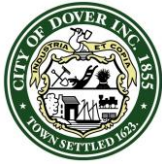
 With a copy to: Workforce Housing Coalition
 McConnell Center
 30 St. Thomas St.
 Dover, NH 03820

To the LESSOR: City of Dover
 Attn: City Manager
 288 Central Ave.
 Dover, NH 03820

 With a copy to: City of Dover
 Attn: Recreation Director
 McConnell Center
 30 St. Thomas St.
 Dover, NH 03820

16. Modification of Lease.

This Lease contains the entire agreement between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.



CITY OF DOVER

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

LEASE AGREEMENT

17. Section Headings.

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in the interpretation, construction or meaning of the provisions of the Lease Agreement.

18. Severability.

Any determination that any provision of this Agreement or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not effect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Agreement.

19. Laws Governing.

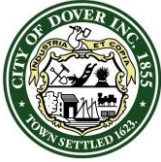
The parties agree that the laws of the State of New Hampshire will govern all disputes under this Lease and determine all rights hereunder.

20. Security Deposit.

Upon execution of this Lease, LESSEE deposits with LESSOR \$0 as security for the performance by LESSEE of the terms of this Lease to be returned to LESSEE, with interest, following the full and faithful performance by LESSEE of this Lease. In the event of damage to the Premises caused by LESSEE or LESSEE 's agents or visitors, LESSOR may use funds from the deposit to repair, but is not limited to this fund and LESSEE remains liable.

21. Merger.

This Lease contains all terms and conditions agreed upon by the parties hereto and not other agreements or representations, oral or otherwise, regarding the subject matter of this Lease shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease shall be in writing and signed by the parties hereto.



CITY OF DOVER

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

LEASE AGREEMENT

22. Amendment.

This Lease amends and supersedes in its entirety the lease entered into by the Parties on ___NA___.

IN WITNESS WHEREOF, the parties have hereunto executed this Lease agreement this _____ day of _____, 2014.

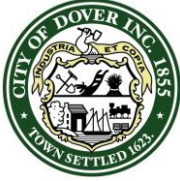
LESSEE
WORKFORCE HOUSING COALITION
OF THE GREATER SEACOAST

Duly Authorized

Witness
Date

LESSOR
THE CITY OF DOVER
J. Michael Joyal, Jr., City Manager
Duly Authorized

Witness
Date



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2015.01.14 – 003**
Resolution Re: B15020 Design Consultant Leighton Way Pump Station Replacement

WHEREAS: A sealed request for proposals B15020 was solicited and received for design consulting services for the Leighton Way Pump Station replacement on December 17, 2014 @ 11:00am; and

WHEREAS: A prebid meeting was conducted on December 2, 2014 with six vendors attending; and

WHEREAS: The Consultant will provide engineering services for the design, specifications, and bid clarifications for this project. The Consultant will work with the City of Dover to gain the permits required to design and construct the project. Firms were asked to provide a proposal and qualifications in one envelope and a cost proposal in a separate envelope; and

WHEREAS: Four Proposals were received and evaluated and short listed to two equally qualified vendors. Cost proposals were opened for the two top candidates and the proposal deemed most advantageous to the city was received from CMA Engineers in the amount not to exceed \$29,500. It is the recommendation of the evaluating committee to award project to CMA in the amount of \$29,500

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 CMA for engineering services at rates provided in conjunction with Bid B15020. The amount of this authorization shall be limited so as not to exceed available funding.

The City Manager, or designee, is hereby authorized to finalize contract language with the vendor, consistent with the Purchase Order authorized herein, for the City Manager's signature.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4741.04574.06	Leighton Way Pump Station	355,000	355,000

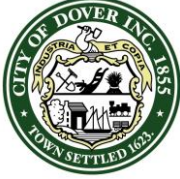
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

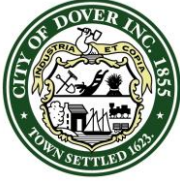
Resolution Number: **R – 2015.01.14 – 003**
Resolution Re: B15020 Design Consultant Leighton Way Pump Station Replacement

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2015.01.14 – 003**
Resolution Re: B15020 Design Consultant Leighton Way Pump Station Replacement

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested proposals for consulting services for the Leighton Way pump station replacement. The City has already conducted a preliminary evaluation of the existing pump station as identified in the 2009 Dubois and King Summary Report Evaluation of Leighton Way Pump Station.

The Consultant will provide engineering services for the design, specifications, and bid clarifications for this project. The Consultant will work with the City of Dover to gain the permits required to design and construct the project. The design includes borings and soil bearing capacity for a new wet well. The design criteria also includes electrical systems, pump systems, force main, a structure to house the electrical and SCADA generator systems, paving and landscaping. The current station is placed on an easement and not on city property, the engineer will address the easement as part of their design work, survey work and easement documents.

Bid Information:

B15020 Design Consultant for Leighton Way Pump Station Replacement

Award Information:

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

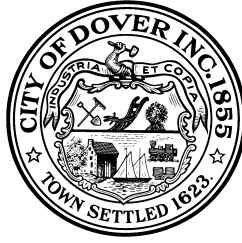
A draft contract is attached hereto; City staff will work with the vendor to finalize the terms of the contract following City Council approval.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	265	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	As needed
Recommended Award to:	CMA Engineers	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Exhibit A – Bid Results
Exhibit B – Draft Contract Documents

DANIEL R LYNCH
Finance Director
d.lynch@dover.nh.gov



288 Central Avenue
Dover, New Hampshire 03820-4169

(603) 516-6030
Fax: (603) 516-6097
www.dover.nh.gov

ANN M LEGERE, CPPB
Purchasing Agent
a.legere@dover.nh.gov

City of Dover, New Hampshire
OFFICE OF THE FINANCE DIRECTOR

RESULTS #B15020
Consultant for Leighton Way Pump Station Design

<i>Vendor</i>	<i>Short listed</i>	<i>Cost</i>
CMA Engineers Inc Manchester NH	CMA Engineers Inc Manchester NH	\$29,500
Hoyle Tanner Associates Manchester NH		
Fay Spofford & Thorndike Burlington MA		
Dubois and King Laconia NH	Dubois and King Laconia NH	Option 1 \$22,400 Option 2 \$29,900



CITY OF DOVER

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

[STANDARD CITY] AGREEMENT

THE CITY OF DOVER, a municipal corporation, 288 Central Avenue, Dover, New Hampshire 03820 and _____ (state the legal entity of the Vendor)(registered to do business in the State of New Hampshire, ***if applicable***)(address) _____(the “Vendor”), who for valuable consideration agree as follows (the “Agreement”):

1. **Purpose.** This Agreement refers to and incorporates the provisions of a Request for Proposal RFP #B_____ entitled " _____ " issued by the City of Dover. Specifically, this Agreement is to provide (*insert description of the project*)
2. **Agreement Documents.** The Agreement shall include and consist of the following documents (the “Agreement Documents”):
 - a. Agreement (5 pages);
 - b. RFP #B_____ issued by the City of Dover;
 - c. Response of the Vendor dated _____, 2014;
 - d. Schedules A and B (2 pages).
3. **Scope of Services.** The Vendor shall perform all work specified and required by the Agreement Documents listed in section 2. Should there be inconsistencies between the terms of any of the Agreement Documents, precedence shall be as follows: 1) the Agreement; 2) the terms of RFP #B_____ ; 3) response of the Vendor; and 4) any schedules.
4. **Changes in the Cost of the Work and the Scope of Services.** Changes to the cost of the work and the Scope of Services shall be made in writing by mutual agreement prior to the performance of the work.
5. **Term.** The Vendor shall commence work upon the execution of this Agreement and issuance of a Purchase Order by the City of Dover. All services to be performed under this Agreement shall become effective upon _____. This Agreement shall end on (*insert date or if no specific date “completion of all work required under the Scope of Services and payment therefore.”*).
6. **Cost and Payment.** The City of Dover shall pay the Vendor an amount not to exceed _____ DOLLARS (\$ _____) _____ (*based on Unit Pricing, if applicable*) for services within the Scope of Services. The City of Dover



CITY OF DOVER

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

shall pay the Vendor within thirty (30) days upon performance and presentation of an invoice supplied by the Vendor detailing the work performed.

7. **Insurance.**

- a. The Vendor shall secure and maintain for the duration of this Agreement a General Liability Insurance policy or policies at no cost to the City of Dover. The coverage of said insurance policy shall be in an amount of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. An insurance certificate shall be supplied to the City of Dover by the Vendor. The City of Dover shall be named as an additional insured on the policy. A condition of the insurance coverage shall be thirty (30) days notice to the City of Dover upon cancellation of the policy. The Vendor shall also provide the City of Dover certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.
- b. The Vendor shall secure and maintain for the duration of this Agreement Automobile Liability Insurance covering the operation of all motor vehicles, including those hired and borrowed, used by the Vendor in connection with this Agreement at no cost to the City of Dover. The coverage of said insurance policy shall be in the amount of not less than Five Hundred Thousand Dollars (\$500,000) for all damages arising out of bodily injuries to or death of one person and subject to that limit for each person, a total limit of at least One Million Dollars (\$1,000,000) for all damages arising out of bodily injuries to or death of two or more persons in any one accident or occurrence. An insurance certificate shall be supplied to the City of Dover by the Vendor. The Vendor shall also provide the City of Dover certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.
- c. By signing this Agreement, the Vendor agrees, certifies, and warrants that the Vendor is in compliance with, or exempt from, the requirements of New Hampshire RSA Chapter 281-A, regarding workers' compensation insurance. The Vendor shall maintain statutory workers' compensation insurance coverage for all of its employees as required by said law.

8. **Indemnification.** To the fullest extent permitted by law, the Vendor agrees to defend, indemnify, and hold harmless the City of Dover from any claims, losses, damages or expense (including reasonable attorneys' fees) arising out of the death or, injuries, or damages to any person, or damage or destruction of any property, in connection with the Vendor's services, in whole or in part, under this Agreement to the extent caused by, or alleging, the negligent acts, errors, or omissions of the



CITY OF DOVER

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

Vendor or its officers, directors, employees, agents or independent professional associates, or any of them. This covenant shall survive the termination of this Agreement.

9. **Warranty:** The Vendor shall perform the work within the Scope of Services commensurate with the standard of the trade/industry involved in the performance of this Agreement. In connection with the performance of the Scope of Services, the Vendor shall comply with all statutes, laws, regulations, and applicable orders, whether federal, state, or local.
10. **Ownership of documents.** The City of Dover shall retain ownership of the documents and designs, if any, prepared for the City of Dover by the Vendor pursuant to the provisions of this Agreement to the extent the Vendor has been paid for the services to prepare the documents and designs.
11. **Dispute resolution.** Both parties are entitled to all available legal and equitable remedies within the jurisdiction of the courts of the State of New Hampshire. Venue shall be Strafford County.
12. **Termination.** The City of Dover may terminate this Agreement without cause upon thirty (30) days written notice subject to an obligation to pay for services satisfactorily rendered. Warranties shall not be subject to termination.
13. **Binding.** This Agreement shall be binding upon all parties, their heirs, executors, administrators, successors and assigns.
14. **Waiver of breach.** No failure by the City of Dover to enforce any provisions of this Agreement shall be deemed a waiver of its rights under this Agreement.
15. **Applicable law.** This Agreement shall be deemed to have been entered into in the State of New Hampshire and shall be construed in accordance with the laws of the State of New Hampshire.
16. **Third parties.** Nothing in this Agreement, expressed or implied, is intended to or shall be construed to confer upon or to give to any person or entity other than the City of Dover and the Vendor any rights, remedies or claims under or by reason of this Agreement or any covenants, conditions or stipulations hereof, and all covenants, conditions, promises and agreements in this Agreement contained by or on behalf of the City of Dover or the Vendor shall be for the sole and exclusive benefit of the City of Dover and the Vendor.



CITY OF DOVER

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

17. **Review.** The parties to this Agreement acknowledge that they enter into this Agreement voluntarily and have had the opportunity to review this Agreement with legal counsel prior to signing.
18. **Personnel.** The Vendor shall at its own expense provide all personnel necessary to perform the work under this Agreement. The Vendor warrants that all personnel shall be qualified to perform the work under the Scope of Services and shall be properly licensed and otherwise authorized to do so under all applicable laws.
19. **Assignment/Delegation/Subcontracts.** The Vendor shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the City of Dover. None of the services shall be subcontracted by the Vendor without the prior written consent of the City of Dover.
20. **Contractor's Relation to the City of Dover.** In the performance of this Agreement the Vendor is in all respects an independent contractor and is neither an agent nor an employee of the City of Dover. Corporations must be in good standing with the Secretary of State's Office in the state of incorporation and registered to conduct business in the State of New Hampshire.
21. **Confidentiality.** Confidentiality of information/data held by the City of Dover under this Agreement shall be governed by New Hampshire RSA Chapter 91-A.
22. **Amendment.** This Agreement may be amended, waived, or discharged only by an instrument in writing signed by the parties hereto.
23. **Construction and Headings.** The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party. The headings throughout this Agreement are for reference purposes only, and the words contained therein shall in no way be used to explain, modify, amplify, or aid in the interpretation, construction, or meaning of the provisions of this Agreement.
24. **Notice.** Any notice by a party hereto to the other party to this Agreement shall be provided as follows:

To City of Dover
J. Michael Joyal, Jr., City Manager
288 Central Avenue
Dover, NH 03820

To Vendor
(insert contact and address)



CITY OF DOVER

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

25. **Severability.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement shall remain in full force and effect. The parties agree to reform this Agreement to replace any such invalid or unenforceable provision with a valid enforceable provision that comes as close as possible to the intention of the stricken provision.

26. **Entire Agreement.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties and supersedes all prior agreements and understandings relating hereto.

Signatures To Follow.

VENDOR

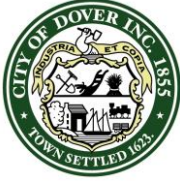
[name], Duly Authorized

Date

CITY OF DOVER

J. Michael Joyal, Jr., City Manager

Date



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2015.01.14 - 004**

Resolution Re: B15023 Bob Cat MT55 Mini Track or Equal

WHEREAS: A sealed request for bid was issued and received on January 6, 2015 @ 11:30 am for one Bob Cat MT 55 Mini Track Loader OR Equal; and

WHEREAS: Two replies and one no-bid was received and evaluated for compliance to specifications. The low bid meeting specifications was submitted by Bob Cat of NH at a base cost of \$25,937.00. As an option the City would like to add the night light kit in the amount of \$400 and the strobe light kit in the amount of \$375 for a total cost of \$26,712.00

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 Bob Cat of NH in the amount of \$26,712 for one Bobcat MT55mini track loader at rates provided in conjunction with Bid B15023. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43125.4741.00000	CS Snow removal Equipment	30,000	30,000

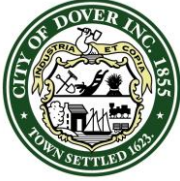
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2015.01.14 - 004**

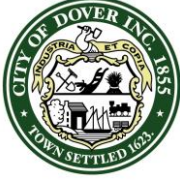
Resolution Re: B15023 Bob Cat MT55 Mini Track or Equal

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2015.01.14 - 004**

Resolution Re: B15023 Bob Cat MT55 Mini Track or Equal

RESOLUTION BACKGROUND MATERIAL:

This purchase will assist the Parking Bureau to clear access lanes from the parking spaces to the sidewalks throughout the downtown in a timelier manner.

Bid Information:

B15023 Bob Cat MT55 Mini track Loader or Equal

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	106	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until delivered	Estimated Delivery:	As needed
Recommended Award to:	Bobcat of NH	Fund:	Snow removal
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Exhibit A – Bid Results
Exhibit B- Dealer Quote

B15023 BobCat MT55 Mini Track or Equal Bid results

Vendors	BobCat of NH	Hookset Rent a Tool	Milton Cat
Loader	\$ 17,803.00	\$ 25,225.00	
44" Dirt Bucket	\$ 476.00		
42" 4.3 CUFT Bucket		\$ 575.00	
Bolt on cutting edge 44	\$ 126.00		
48" Angle Broom	\$ 2,786.00	\$ 3,465.00	
SB150 Snow blower - 48" Width	\$ 3,879.00	\$ 4,725.00	
Attachment Control Kit, Mini Track Loader	\$ 341.00		
Wide track	\$ 526.00		
Total Cost	\$ 25,937.00	\$ 33,990.00	NO Bid

warrentee	1 year full	1 yr product 2 yr engine
Delivery time	45 days	30days
Unit is	Bobcat MT55	ToroDingo TX525
Optionals		
60 Mo Power train plan	\$ 1,974.00	
60 Mo (3000 hr svcs plan	\$ 3,144.00	
strobe light	\$ 375.00	
night lite kit	\$ 400.00	



Product Quotation

Quotation Number: 22433D022440

Date: 2014-12-23 14:11:16

Ship to	Bobcat Dealer	Bill To
City of Dovor Attn: Bill	Bobcat of New Hampshire, Chichester, NH 9 DOVER ROAD # 4 CHICHESTER NH 03258-6515 Phone: (603) 224-1234 Fax: (603) 798-4787	City of Dovor Attn: Bill
Dovor, NH		Dovor, NH
----- Contact: Andrew McLavey Phone: 603-224-1234 Fax: 603-798-4787 Cellular: 603-340-3231 E Mail: a.mclavey@bobcatnh.com		

Description	Part No	Qty	Price Ea.	Total
MT55 Mini Track Loader	M0045	1	\$17,803.00	\$17,803.00
25 HP Tier IV Diesel Engine	Lift Arm Support			
Auxiliary Hydraulics	Neutral Start Interlocks			
Bob-Tach (To accept approved attachments)	Parking Brake			
Built-In Tie Down & Crane/Lift Locations	Reverse Travel Stop Panel			
Continuous Flow Shutoff Lever	Spark Arrestor Muffler			
Hydrostatic Drive Train	Tilt Lockout			
Instrumentation:	Tilt Steering			
Hourmeter	Tracks: Rubber, 7.1 inches Wide			
Engine Temperature & Fuel Gauges	Machine Width 35.6 inches			
Voltmeter and Warning Lights				
Lift Arm Lockout With Manual Bypass				
Wide Track	M0045-R09-C02	1	\$526.00	\$526.00
48" Angle Broom	6907000	1	\$2,786.00	\$2,786.00
SB150 Snowblower - 48" Width	M7008	1	\$3,879.00	\$3,879.00
--- Attachment Control Kit, Mini Track Loader	6732656	1	\$341.00	\$341.00
44" Dirt Bucket	7117433	1	\$476.00	\$476.00
--- Bolt-On Cutting Edge, 44"	6729043	1	\$126.00	\$126.00
Total of Items Quoted				\$25,937.00
Quote Total - US dollars				\$25,937.00

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

To whom it may concern,

Attached is the bid proposal from Bobcat of New Hampshire for an MT55 Mini Track Loader. Below are names of people that have purchased an MT55. They are as follows.

Rotten Rock Tree and Hardscaping in Conway New Hampshire, Henry Shaw (owner) 1-800-935-9972.
Piscataqua Landscaping in Elliot Maine, Travis Moore (head mechanic) 207-439-2241.
Tri Rent All in Hampton New Hampshire, Brian or Craig (owners) at 603-926-2211.

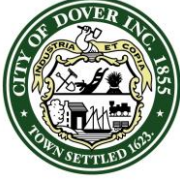
In talking with Bill at the police department parking division we spoke about 2 additional items. One was a strobe light for the MT55. The cost for that would be \$375.00. The other was a light kit for night use. The cost for that would be \$400.00. Attached to the bid is offer for extended service and maintenance contracts. Please note that the maintenance services will be done at our Chichester NH location and the price does not include pick up and delivery services. As stated in the bid sheet the MT55 will be available 45 days from day of acceptance or sooner is possible

Sincerely

Andy McLavey

Outside Sales Bobcat of New Hampshire

603-340-3231



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2015.01.14 – 005**

Resolution Re: Purchase of 2015 Model Year Vehicles - State of NH Contract

WHEREAS: The sealed request for bid #2011-01/114 was solicited by the State of NH in August 2014 for pricing of various 2015 model year vehicles; and

WHEREAS: The city would like to make purchases off this State bid utilizing the low bidders for various vehicles as needed and using available appropriations; and

WHEREAS: Per 3-37B, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the purchasing agent may, with approval of the City Manager, waive bidding procedures when purchasing through the State of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

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

The purchasing agent is hereby authorized to issue purchase orders to various vendors for the purchase of various 2015 vehicles at costs that correspond with rates provided in State of NH Contract. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
6310.1.550.49200.4742.00000.00	Fleet Light Vehicles	44,619	33,712
4015.1.210.42120.4742.02152.15	Police Veh Replacement	126,000	126,000

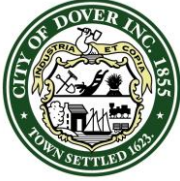
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2015.01.14 – 005**

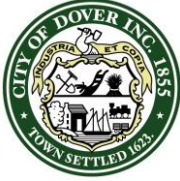
Resolution Re: Purchase of 2015 Model Year Vehicles - State of NH Contract

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2015.01.14 – 005**

Resolution Re: Purchase of 2015 Model Year Vehicles - State of NH Contract

RESOLUTION BACKGROUND MATERIAL:

The sealed request for bid 2011-01/114 was solicited by the State of NH in August 2014 for pricing of various 2015 model year vehicles. The city would like to make purchases off this State bid utilizing the low bidders for various vehicles as needed and using available appropriations.

At this time the City would like to purchase the following vehicles utilizing low bidders

Ford Focus base amount of \$15,468 plus \$40 for daytime running lights totaling \$15,508

Ford Fusion base amount of \$16,582 plus \$50 for daytime running lights totaling \$16,632

Ford Police Interceptor Patrol AWD Utility base amount of \$24,919 plus options \$2,459
totaling \$27,378 each - total for (4) Interceptors of \$109,512

Bid Information:

State of NH bid 2011. Per 3-37B, Exemptions to Competitive Bidding of the Dover Purchasing Procedure, the purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing through the state of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until received	Estimated Delivery:	As needed
Recommended Award to:	Various vendors low bids	Fund:	CIP
Other Approvals Required:	Approved by State NH	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval

Exhibit A –State NH Bid Results

Exhibit B – Fusion and Focus

Exhibit C- Police Vehicles

STATE OF NEW HAMPSHIRE 2015 MODEL YEAR VEHICLE INDEX								
NH SPEC	DESCRIPTION	CONTRACTOR	VEHICLE	PRICE	MILEAGE CITY/HWY	Subject to Clean Fleets Policy?	HWY MPG	Requires Waiver? (Y / N)
2011-01	SEDAN - LARGE-5 / 6 PASS-4 DR				FUEL ECON.GOV			
	VEHICLE 1 - 4 CYL 5 PASS	COLONIAL	FORD FUSION	16,582.00	22/34	Y	34	Y
	VEHICLE 2 - 6 CYL 5 PASS	COLONIAL	FORD TAURUS	19,823.00	19/29	Y	29	Y
	VEHICLE 3 - 8 CYL 5 PASS	WHITESIDE	CHEVROLET CAPRICE	26,842.00		Y	TBD	Y
2011-02	SEDAN - MIDSIZE -5 PASS- 4 DR							
	VEHICLE 1 - 4 CYL 5 PASS	MACMULKIN	CHEVROLET MALIBU	17,893.00	25/36	Y	36	Y
	VEHICLE 2 - 6 CYL 5 PASS	MACMULKIN	CHEVROLET IMPALA	17,152.00	18/28	Y	28	Y
	VEHICLE 4 - 6 CYL 6 PASS	GORDON	CHEVROLET IMPALA LIMITED	17,289.00	18/30	Y	30	Y
2011-03	SEDAN - COMPACT -5 PASS - 4 DR & 5DR							
	VEHICLE 1 4 DOOR - 4 CYL - GAS	COLONIAL	FORD FOCUS	15,468.00	26/38	Y	38	N
	VEHICLE 2 5 DOOR - 4 CYL - GAS	COLONIAL	FORD FOCUS	15,909.00	26/38	Y	38	N
2011-04	SEDAN-SUBCOMPACT, 4 PASS- 4 DR & 5DR							
	VEHICLE 1 4 DOOR - 4 CYL - GAS	COLONIAL	FORD FIESTA	14,772.00	27/37	Y	37	N
	VEHICLE 2 5 DOOR - 4 CYL - GAS	GORDON	CHEVROLET SPARK	13,492.00	30/39	Y	39	N
2011-05	STATION WAGON - LARGE - 5 DR							
	VEHICLE 1 5 DOOR - 6 CYL - GAS	COLONIAL	FORD FLEX	24,851.00	18/25	Y	25	Y
2011-06	STATION WAGON - MIDSIZE - 5 DR							
	VEHICLE 1 5 DOOR - 4 CYL - GAS	COLONIAL	FORD TRANSIT CONNECT WAGON	21,664.00	20/28	Y	28	Y
2011-08	VAN- MINI-5/7 PASSENGER - 2 WD							
	VEHICLE 1 2WD - 4 CYL - GAS	GRAPPONE	FORD TRANSIT CONNECT	21,282.00	20/28	Y	28	N
2011-09	VAN-MIDSIZE- 8 PASSENGER - 1/2 TON-2WD & 4WD							
	VEHICLE 1 2WD - 6 CYL - GAS	GRAPPONE	FORD TRANSIT CONNECT	22,197.00		Y	TBD	Y
2011-10	VAN- LARGE- 12 PASSENGER - 3/4TON-2WD & 4WD							
	VEHICLE 2 2WD - 8/10 CYL - GAS	GORDON	CHEVROLET EXPRESS	22,732.00	11/17	EXEMPT		
2011-11	VAN- LARGE- 12 PASSENGER - 1 TON-2WD							
	VEHICLE 1 2WD - 6 CYL - GAS	GRAPPONE	FORD TRANSIT	25,373.00		EXEMPT		
	VEHICLE 2 2WD - 8/10 CYL - GAS	GORDON	CHEVROLET EXPRESS	23,989.00		EXEMPT		
2011-12	SPORT UTILITY -SMALL - 2 & 4 WD- 4 PASS - 4 DR							
	VEHICLE 1 2WD - 4 CYL - GAS	CENTRAL	JEEP PATRIOT	16,870.00	21/28	Y	28	N
	VEHICLE 2 AWD/4WD - 4 CYL - GAS	CENTRAL	JEEP PATRIOT	18,165.00	21/27	Y	27	Y
	VEHICLE 3 2WD - 6 CYL - GAS	GORDON	CHEVROLET EQUINOX	21,891.00	17/24	Y	24	Y
	VEHICLE 4 AWD/4WD - 6 CYL - GAS	GORDON	CHEVROLET EQUINOX	23,501.00	16/23	Y	23	Y
2011-13	SPORT UTILITY-MIDSIZE -2&4WD- 5 PASS-4 DR							
	VEHICLE 1 2WD - 4 CYL - GAS	COLONIAL	FORD EXPLORER	24,954.00	20/28	Y	28	N
	VEHICLE 3 2WD - 6 CYL - GAS	GORDON	CHEVROLET TRAVERSE	22,722.00	17/24	Y	24	N
	VEHICLE 4 4WD/AWD - 6 CYL - GAS	GORDON	CHEVROLET TRAVERSE	24,632.00	16/23	Y	23	Y
	VEHICLE 5 2WD - 8 CYL - GAS	GORDON	CHEVROLET TAHOE	31,431.00	16/23	Y	23	Y
	VEHICLE 6 4WD/AWD 8 CYL - GAS	GORDON	CHEVROLET TAHOE	34,246.00	16/22	Y	22	Y
2011-14	SPORT UTILITY LARGE 2&4 WD -6 PASS - 4 DR							
	VEHICLE 1 2WD - 6 CYL - GAS	COLONIAL	FORD EXPEDITION EL	32,042.00	15/21	EXEMPT		
	VEHICLE 2 4WD/AWD 6 CYL - GAS	COLONIAL	FORD EXPEDITION EL	34,612.00	14/20	EXEMPT		
	VEHICLE 3 2WD - 8 CYL - GAS	GORDON	CHEVROLET SUBURBAN	34,316.00	16/23	Y	23	N
	VEHICLE 4 4WD/AWD 8 CYL - GAS	GORDON	CHEVROLET SUBURBAN	37,016.00	15/22	Y	22	N
2011-15	CARRYALL - 2 SEAT 2WD & 4WD							
D.O.T.	VEHICLE 1 2WD - 8 CYL - GAS	MACMULKIN	CHEVROLET SUBURBAN	34,420.00	16/23	Y	23	N
	VEHICLE 2 4WD - 8 CYL - GAS	MACMULKIN	CHEVROLET SUBURBAN	37,120.00	15/22	Y	22	N
2011-18	POLICE VEHICLE - FORD POLICE INTERCEPTOR							
	VEHICLE 1 AWD-SEDAN- POLICE	IRWIN	FORD POLICE INTERCEPTOR-AWD	22,745.00	20/30	EXEMPT		
	VEHICLE 2 FRONT WD-SEDAN- POLICE	IRWIN	FORD POLICE INTERCEPTOR-FWD	21,745.00		EXEMPT		
2011-19	POLICE VEHICLE - FORD POLICE INTERCEPTOR							
	VEHICLE 1 AWD - UTILITY	IRWIN	FORD POLICE INTERCEPTOR -UTILITY	24,919.00				

STATE OF NEW HAMPSHIRE 2015 MODEL YEAR VEHICLE INDEX				PRICE	MILEAGE CITY/HWY	Subject to Clean Fleets Policy?	HWY MPG	Requires Waiver? (Y / N)
NH SPEC	DESCRIPTION	CONTRACTOR	VEHICLE					
2011-22	POLICE VEHICLE - CHEVROLET IMPALA							
	VEHICLE 1 CHEVROLET IMPALA-POLICE-MARKED	MACMULKIN	CHEVROLET POLICE IMPALA	18,129.00		EXEMPT		
	VEHICLE 2 CHEVROLET IMPALA-POLICE-UNDERCOVER	MACMULKIN	CHEVROLET POLICE IMPALA	18,129.00		EXEMPT		
2011-23	POLICE VEHICLE - CHEVROLET CAPRICE							
	VEHICLE 1 6-CYL CHEV CAPRICE-POLICE-MARKED	MACMULKIN	CHEVROLET POLICE CAPRICE	24,998.00		EXEMPT		
	VEHICLE 2 8-CYL CHEV CAPRICE-POLICE-MARKED	MACMULKIN	CHEVROLET POLICE CAPRICE	34,998.00		EXEMPT		
2011-24	POLICE VEHICLE - CHEVROLET TAHOE							
	VEHICLE 1 CHEVROLET TAHOE 4X2 PPV	MACMULKIN	CHEVROLET POLICE TAHOE	28,399.00		EXEMPT		
	VEHICLE 2 CHEVROLET TAHOE 4X4 PPV	MACMULKIN	CHEVROLET POLICE TAHOE	30,493.00		EXEMPT		
2011-25	POLICE VEHICLE - CHEVROLET SILVERADO CREWCAB							
	VEHICLE 1 6 CYL CHEVROLET 1500 CREWCAB 4X2 SSV	MACMULKIN	CHEVROLET POLICE TRUCK	24,995.00		EXEMPT		
	VEHICLE 2 8 CYL CHEVROLET 1500 CREWCAB 4X2 SSV	GORDON	CHEVROLET POLICE TRUCK	25,537.00		EXEMPT		
	VEHICLE 3 8 CYL CHEVROLET 1500 CREWCAB 4X4 SSV	MACMULKIN	CHEVROLET POLICE TRUCK	28,199.00		EXEMPT		
2011-27	POLICE VEHICLE - DODGE -CHARGER							
	VEHICLE 1 STANDARD PRODUCTION - 6 CYL	CENTRAL	DODGE POLICE CHARGER	23,471.00		EXEMPT		
	VEHICLE 2 STANDARD PRODUCTION - 8 CYL	CENTRAL	DODGE POLICE CHARGER	24,339.00		EXEMPT		
	VEHICLE 3 STANDARD PRODUCTION - 8 CYL AWD	CENTRAL	DODGE POLICE CHARGER	26,960.00		EXEMPT		
	VEHICLE 1 BASE POLICE PKG -AYE - 6 CYL	CENTRAL	DODGE POLICE CHARGER	25,316.00		EXEMPT		
	VEHICLE 2 BASE POLICE PKG -AYE - 8 CYL	CENTRAL	DODGE POLICE CHARGER	26,184.00		EXEMPT		
	VEHICLE 3 BASE POLICE PKG -AYE - 8 CYL - AWD	CENTRAL	DODGE POLICE CHARGER	27,675.00		EXEMPT		
2011-28	POLICE VEHICLE - DODGE -DURANGO							
	VEHICLE 1 DODGE DURANGO RWD - 6 CYL	CENTRAL	DODGE POLICE DURANGO	25,953.00		EXEMPT		
	VEHICLE 2 DODGE DURANGO RWD - 8CYL	CENTRAL	DODGE POLICE DURANGO	28,529.00		EXEMPT		
	VEHICLE 3 DODGE DURANGO AWD - 6 CYL	CENTRAL	DODGE POLICE DURANGO	27,203.00		EXEMPT		
	VEHICLE 4 DODGE DURANGO AWD - 8 CYL	CENTRAL	DODGE POLICE DURANGO	29,779.00		EXEMPT		
2011-29	POLICE VEHICLE - RAM 1500 SSV							
	VEHICLE 2 RAM 1500 SSV 8 CYL AWD	CENTRAL	POLICE RAM	24,342.00		EXEMPT		
2011-30	VAN - CARGO -LARGE SIZE							
	VEHICLE 1 2WD - 8 CYL 4.8L TO 5.4L - GAS	GORDON	CHEVROLET EXPRESS	23,080.00		EXEMPT		
	VEHICLE 2 2WD - 8 /10 CYL 6.0L TO 6.8L - GAS	GORDON	CHEVROLET EXPRESS	23,926.00	10/15	EXEMPT		
	VEHICLE 3 2WD - DIESEL	COLONIAL	FORD TRANSIT	31,963.00		EXEMPT		
2011-31	VAN-CARGO-MIDSIZE							
	VEHICLE 1 2WD - 6 CYL	IRWIN	FORD TRANSIT XL	21,553.00	21/29	EXEMPT		
	VEHICLE 2 2WD - 8 CYL 4.6L - 4.8L - GAS	GORDON	CHEVROLET EXPRESS	20,492.00		EXEMPT		
	VEHICLE 3 2WD - 8 - 10 CYL 5.3L - 6.8L - GAS	GORDON	CHEVROLET EXPRESS	21,338.00	10/15	EXEMPT		
2011-32	VAN-CARGO-SMALL - 2WD & AWD							
	VEHICLE 1 2WD - 6 CYL - GAS	CENTRAL	RAM 1500 PROMASTER	25,360.00		EXEMPT		
2011-33	VAN- CARGO -MINI - 2 WD & 4WD							
	VEHICLE 1 2WD - 4 CYL - GAS	GRAPPONE	FORD TRANSIT CONNECT	19,240.00	21/29	Y	29	N
2011-36	TRUCK - PICKUP - SMALL - 2WD - EXT CAB							
	VEHICLE 3 EXT CAB -4 CYL- GAS	GORDON	CHEVROLET COLORADO	19,865.00	20/27	Y	27	N
	VEHICLE 4 EXT CAB -6 CYL- GAS	GORDON	CHEVROLET COLORADO	20,548.00	18/26	Y	26	N
2011-37	TRUCK - PICKUP - SMALL - 4WD EXT CAB							
	VEHICLE 4 EXT CAB -4 CYL- GAS	GORDON	CHEVROLET COLORADO	23,704.00	19/25	Y	25	N
	VEHICLE 5 EXT CAB -6 CYL- GAS	GORDON	CHEVROLET COLORADO	24,748.00	17/24	Y	24	N
2011-38	TRUCK - PICKUP-1/2 TON-REG CAB - 2WD & 4WD							
	VEHICLE 1 2WD - 6 CYL - GAS	GORDON	CHEVROLET SILVERADO	18,020.00	18/24	Y	24	N
	VEHICLE 2 2WD - 8 CYL- GAS	GORDON	CHEVROLET SILVERADO	18,950.00	16/23	Y	23	N
	VEHICLE 4 4WD - 6 CYL - GAS	COLONIAL	FORD F-150	20,346.00	17/23	Y	23	N
	VEHICLE 5 4WD - 8 CYL - GAS	IRWIN	FORD F-150	21,578.00	15/21	Y	21	N

STATE OF NEW HAMPSHIRE 2015 MODEL YEAR VEHICLE INDEX								
NH SPEC	DESCRIPTION	CONTRACTOR	VEHICLE	PRICE	MILEAGE CITY/HWY	Subject to Clean Fleets Policy?	HWY MPG	Requires Waiver? (Y / N)
2011-39	TRUCK - PICKUP-1/2 TON - EXT CAB - 2WD & 4WD							
	VEHICLE 1 2WD - 6 CYL - GAS	COLONIAL	FORD F-150	19,434.00	17/24	Y	24	N
	VEHICLE 2 2WD - 8 CYL - GAS	COLONIAL	FORD F-150	20,709.00	15/22	Y	22	N
	VEHICLE 4 4WD - 6 CYL - GAS	COLONIAL	FORD F-150	22,341.00	17/23	Y	23	N
	VEHICLE 5 4WD - 8 CYL - GAS	COLONIAL	FORD F-150	23,707.00	15/21	Y	21	N
2011-40	TRUCK - PICKUP-3/4 TON - REG CAB -2WD & 4WD							
	VEHICLE 1 2WD - 8 CYL - GAS	COLONIAL	FORD F-250	20,727.00		EXEMPT		
	VEHICLE 2 2WD - 6 CYL - DIESEL	CENTRAL	RAM 2500	33,341.00		EXEMPT		
	VEHICLE 3 2WD - 8 CYL - DIESEL	GRAPPONE	FORD F-250	27,707.00		EXEMPT		
	VEHICLE 4 4WD - 8 CYL - GAS	COLONIAL	FORD F-250	23,355.00		EXEMPT		
	VEHICLE 5 4WD - 6 CYL - DIESEL	CENTRAL	RAM 2500	33,807.00		EXEMPT		
	VEHICLE 6 4WD - 8 CYL - DIESEL	IRWIN	FORD F-250	30,085.00		EXEMPT		
2011-42	TRUCK - PICKUP-3/4 TON - EXT CAB -2WD & 4WD							
	VEHICLE 1 2WD - 8 CYL - GAS	COLONIAL	FORD F-250	22,811.00		EXEMPT		
	VEHICLE 3 2WD - 8 CYL - DIESEL	COLONIAL	FORD F-250	29,714.00		EXEMPT		
	VEHICLE 4 4WD - 8 CYL - GAS	COLONIAL	FORD F-250	25,447.00		EXEMPT		
	VEHICLE 6 4WD - 8 CYL - DIESEL	COLONIAL	FORD F-250	32,350.00		EXEMPT		
2011-43	TRUCK - PICKUP-3/4 TON -CREW CAB-2WD & 4WD							
	VEHICLE 1 2WD - 8 CYL - GAS	COLONIAL	FORD F-250	24,029.00		EXEMPT		
	VEHICLE 2 2WD - 6 CYL - DIESEL	CENTRAL	RAM 2500 CREW	34,404.00		EXEMPT		
	VEHICLE 3 2WD - 8 CYL - DIESEL	COLONIAL	FORD F-250	30,932.00		EXEMPT		
	VEHICLE 4 4WD - 8 CYL - GAS	CENTRAL	RAM 2500 CREW	26,323.00		EXEMPT		
	VEHICLE 5 4WD - 6 CYL - DIESEL	CENTRAL	RAM 2500 CREW	37,019.00		EXEMPT		
	VEHICLE 6 4WD - 8 CYL - DIESEL	COLONIAL	FORD F-250	33,568.00		EXEMPT		
2011-44	TRUCK - PICKUP- ONE TON -SRW-2WD & 4WD							
	VEHICLE 1 2WD - 8 CYL - GAS	GORDON	CHEVROLET SILVERADO	20,428.00		EXEMPT		
	VEHICLE 2 2WD - 6 CYL - DIESEL	CENTRAL	RAM 3500	33,826.00		EXEMPT		
	VEHICLE 3 2WD - 8 CYL - DIESEL	COLONIAL	FORD F-250	27,630.00		EXEMPT		
	VEHICLE 4 4WD - 8 CYL - GAS	COLONIAL	FORD F-250	23,355.00		EXEMPT		
	VEHICLE 5 4WD - 6 CYL - DIESEL	CENTRAL	RAM 3500	35,494.00		EXEMPT		
	VEHICLE 6 4WD - 8 CYL - DIESEL	COLONIAL	FORD F-250	30,258.00		EXEMPT		
2011-47	TRUCK, CAB & CHAS-DRW-11,000#- 2WD & 4WD							
	VEHICLE 1 2WD - 8 CYL - GAS	GORDON	CHEVROLET SILVERADO	22,979.00		EXEMPT		
	VEHICLE 2 2WD - 6.0L - DIESEL	GORDON	CHEVROLET SILVERADO	30,044.00		EXEMPT		
	VEHICLE 3 4WD - 8 CYL - GAS	HILLSBORO CDJR	RAM 3500	25,381.00		EXEMPT		
	VEHICLE 4 4WD - 6.0L - DIESEL	COLONIAL	FORD F-350	32,385.00		EXEMPT		
2011-48	TRUCK, CAB & CHAS-DRW-15,000#- 2WD & 4WD							
	VEHICLE 1 2WD - 8 CYL - 5.3L - GAS	HILLSBORO CDJR	RAM 4500	28,024.00		EXEMPT		
	VEHICLE 2 2WD - 6.0L - DIESEL	COLONIAL	FORD F-450	35,534.00		EXEMPT		
	VEHICLE 3 4WD - 8 CYL - 5.3L - GAS	HILLSBORO CDJR	RAM 4500	30,881.00		EXEMPT		
	VEHICLE 4 4WD - 6.0L - DIESEL	COLONIAL	FORD F-450	38,057.00		EXEMPT		
2011-49	TRUCK, CAB & CHAS-DRW-17,501#- 2WD & 4WD							
	VEHICLE 1 2WD - 8 CYL - GAS	HILLSBORO CDJR	RAM 5500	29,384.00		EXEMPT		
	VEHICLE 2 2WD - 6.0L - DIESEL	HILLSBORO FORD	FORD F-550	37,224.00		EXEMPT		
	VEHICLE 3 4WD - 8 CYL - GAS	HILLSBORO CDJR	RAM 5500	32,315.00		EXEMPT		
	VEHICLE 4 4WD - 6.0L - DIESEL	GRAPPONE	FORD F-550	39,848.00		EXEMPT		
2011-52	TRUCK - PICKUP-1/2 TON - EXT CAB - 4WD							
ENFORCE	VEHICLE 1 4WD - 8 CYL - GAS	HILLTOP	CHEVROLET SILVERADO	30,516.00		EXEMPT		
2011-53	TRUCK - PICKUP-3/4 TON - EXT CAB - 4WD							
ENFORCE	VEHICLE 1 4WD - 8 CYL - GAS	GRAPPONE	FORD F-250	28,291.00		EXEMPT		

STATE OF NEW HAMPSHIRE 2015 MODEL YEAR VEHICLE INDEX								
NH SPEC	DESCRIPTION	CONTRACTOR	VEHICLE	PRICE	MILEAGE CITY/HWY	Subject to Clean Fleets Policy?	HWY MPG	Requires Waiver? (Y / N)
2011-54	SPORT UTILITY - 4 WD -6 PASS - 4 DR							
ENFORCE	VEHICLE 1 4WD - 8 CYL - GAS	HILLTOP	CHEVROLET TAHOE	32,689.25		EXEMPT		
2011-55	TRUCK - PICKUP-3/4 TON CREWCAB - 4WD							
ENFORCE	VEHICLE 1 4WD - 8 CYL - GAS	CENTRAL	RAM 2500 CREW	27,782.00		EXEMPT		
2011-100	PASSENGER VEHICLES - HYBRID							
	VEHICLE #1 CHEVROLET VOLT - PLUG IN-HYBRID	GORDON		32,278.00	35/40	Y	40	N
	VEHICLE #3 FORD C-MAX -PLUG-IN-HYBRID	COLONIAL		21,353.00	40/36	Y	36	Y
	VEHICLE #5 FORD FUSION- HYBRID	COLONIAL		23,674.00	44/41	Y	41	N
	VEHICLE #10 TOYOTA PRIUS -HYBRID	HUDSON		22,844.00	51/49	Y	49	N
	VEHICLE #11 TOYOTA PRIUS C -HYBRID	HUDSON		19,672.00	53/46	Y	46	N
	VEHICLE #13 TOYOTA CAMRY-HYBRID	HUDSON		24,208.00	43/39	Y	39	N
	VEHICLE #14 TOYOTA AVALON	HUDSON		31,798.00	40/39	Y	39	N
2011-104	PASSENGER VEHICLES - ELECTRIC							
	VEHICLE #5 NISSAN LEAF	HUDSON		28,882.00	27/33	Y	33	Y
2011-105	PASSENGER VEHICLES -ETHANOL - FFV							
	VEHICLE #1 CHEVROLET IMPALA - FFV	GORDON		17,168.00	19/29	Y	29	Y
	VEHICLE #2 CHRYSLER 200 - FFV	CENTRAL		21,461.00	23/36	Y	36	Y
	VEHICLE #6 DODGE CHARGER - FFV	CENTRAL		28,253.00	19/31	Y	31	Y
	VEHICLE #7 DODGE CHARGER AWD-FFV	CENTRAL		30,943.00	18/27	Y	27	Y
	VEHICLE #8 FORD FOCUS - FFV	COLONIAL		15,470.00	26/38	Y	38	N
	VEHICLE #9 FORD TAURUS -FFV	COLONIAL		19,823.00	19/29	Y	29	Y
	VEHICLE #10 FORD TAURUS-AWD	COLONIAL		24,546.00	18/26	Y	26	Y
2011-106	PICK UP TRUCKS - 2WD - ETHANOL - FFV							
	VEHICLE #1 CHEVROLET C15 SILVERADO - FFV	MACMULKIN		18,087.00	18/24	Y	24	N
	VEHICLE #2 DODGE RAM 1500 - FFV	CENTRAL		21,603.00	17/25	Y	25	N
	VEHICLE #4 GMC C15 SIERRA FFV	WHITESIDE		20,600.00	18/24	Y	24	N
2011-107	PICK UP TRUCKS - 4WD - ETHANOL - FFV							
	VEHICLE #1 CHEVROLET K15 SILVERADO - FFV	MACMULKIN		20,951.00	17/22	Y	22	N
	VEHICLE #2 DODGE RAM 1500 - FFV	CENTRAL		22,273.00	16/23	Y	23	N
	VEHICLE #4 GMC K15 SIERRA - FFV	WHITESIDE		23,673.00	17/22	Y	22	N
2011-110	PASSENGER VANS -2WD/AWD -ETHANOL- FFV							
	VEHICLE #3 CHEVROLET G2500 EXPRESS - FFV	GORDON		21,461.00	11/16	Y	16	Y
	VEHICLE #11 CHRYSLER TOWN & COUNTRY-FFV	CENTRAL		26,511.00	17/25	Y	25	N
	VEHICLE #12 DODGE GRAND CARAVAN - FFV	CENTRAL		21,833.00	17/25	Y	25	N
2011-112	SPORT UTILITY-SMALL -2WD/AWD-ETHANOL-FFV							
	VEHICLE #1 CHEVROLET CAPTIVA-FFV	WHITESIDE		23,900.00	20/28	Y	28	N
	VEHICLE #3 CHEVROLET EQUINOX-FFV	MACMULKIN		18,633.00	22/32	Y	32	N
	VEHICLE #4 CHEVROLET EQUINOX-AWD-FFV	MACMULKIN		20,243.00	20/29	Y	29	N
	VEHICLE #5 GMC TERRAIN- FFV	WHITESIDE		21,560.00	22/32	Y	32	N
	VEHICLE #6 GMC TERRAIN-AWD-FFV	WHITESIDE		23,170.00	20/29	Y	29	N
2011-113	SPORT UTILITY STANDARD - 2WD/4WD -- FFV							
	VEHICLE #1 CHEVROLET C10 TAHOE -FFV	GORDON		31,828.00	16/23	Y	23	N
	VEHICLE #2 CHEVROLET K10 TAHOE-4WD-FFV	GORDON		34,528.00	16/22	Y	22	N
	VEHICLE #3 CHEVROLET SUBURBAN-FFV	GORDON		34,368.00	16/23	EXEMPT		
	VEHICLE #4 CHEVROLET SUBURBAN-4WD-FFV	GORDON		37,068.00	15/22	EXEMPT		
	VEHICLE #5 DODGE DURANGO-FFV	CENTRAL		26,086.00	18/25	Y	25	N
	VEHICLE #6 DODGE DURANGO-AWD-FFV	CENTRAL		27,836.00	17/24	Y	24	N
	VEHICLE #7 FORD EXPLORER -FFV	COLONIAL		24,078.00	17/24	Y	24	N
	VEHICLE #8 FORD EXPLORER AWD - FFV	COLONIAL		25,858.00	17/23	Y	23	N
	VEHICLE #11 GMC YUKON FFV	WHITESIDE		35,200.00	16/23	EXEMPT		
	VEHICLE #12 GMC YUKON-4WD-FFV	WHITESIDE		37,786.00	16/22	EXEMPT		
	VEHICLE #13 JEEP GRAND CHEROKEE-FFV	CENTRAL		26,706.00	17/25	Y	25	N
	VEHICLE #14 JEEP GRAND CHEROKEE -4WD-FFV	CENTRAL		28,466.00	17/24	Y	24	N
STATE OF NEW HAMPSHIRE 2015 MODEL YEAR VEHICLE INDEX								
NH SPEC	DESCRIPTION	CONTRACTOR	VEHICLE	PRICE	MILEAGE CITY/HWY	Subject to Clean Fleets Policy?	HWY MPG	Requires Waiver? (Y / N)
2011-114	ALTERNATIVE FUEL VEHICLES - CNG							
	CHEVROLET IMPALA	WHITESIDE		38,000.00		Y	TBD	Y

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

NOTICE OF CONTRACT

DATE: DECEMBER 8, 2014

NIGP CODE: 071-0000 & 072-0000

COMMODITY: 2015 MODEL YEAR VEHICLES

CONTRACT #: 8001650

VENDOR: COLONIAL FORD VENDOR ID# 223834
147 SAMOSET ROAD
PLYMOUTH MA 02360

CONTACT PERSON: ERIC ULIANO
Telephone No.: 978-263-1000
Facsimile No.: 978-263-1988
E-mail: ericu@colonialautomotive.com

EFFECTIVE FROM: DECEMBER 5, 2014 through Vendor notification of "Manufacturers Build Down Date" or the vehicle is no longer available at the contract price.

STATE AGENCIES ONLY:
PLEASE REVIEW THE STATE OF NEW HAMPSHIRE CLEAN FLEETS POLICY FOR VEHICLE SELECTION AND ORDERING PROCEDURES PRIOR TO SUBMITTING AN RQ10

AGENCY TO SUBMIT AN RQ10 AGENCY ORDER WITH AN ATTACHED COPY OF THE COMPLETED P11 (DECLARATION OF SURPLUS PROPERTY) AND WAIVER IF NECESSARY

OR

G & C APPROVAL TO INCREASE THE FLEET
TO THE BUREAU OF PURCHASE AND PROPERTY.

WHEN ORDERING

VENDOR, VENDOR CODE, CONTRACT NUMBER, CONTRACT PRICE, NH SPECIFICATION NUMBER, VEHICLE NUMBER / MODEL AND INTERIOR /EXTERIOR COLOR MUST APPEAR ON THE RQ10

AND

VEHICLE MANUFACTURER, MODEL, YEAR, ENGINE (4, 6, 8 CYLINDER), MILEAGE, CONDITION OF THE VEHICLE AND BRIEF MECHANICAL HISTORY MUST APPEAR ON THE P11 DECLARATION OF SURPLUS

Questions: Alan Hofmann, Purchasing Agent
Phone: 603-271-2550
E-Mail: alan.hofmann@nh.gov

ELIGIBLE PARTICIPANTS:

Political sub-divisions (counties, cities, towns, school districts, special district or precinct, or any other governmental organization), or any nonprofit agency under the provisions of section 501c of the Federal Internal Revenue Code, shall be eligible to participate under this contract whenever said sub-division or nonprofit agency so desires.

CONTRACT TERM:

The contract shall become effective upon execution by the Contractor and the approval of the Commissioner of the NH Department of Administrative Services. Initial contract period shall begin upon notification of award and shall extend through the manufacturer's build down date or until the vehicles are no longer available at the price quoted. The State of New Hampshire shall have the right to terminate any contract at any time by giving the vendor a thirty-(30) day written notice.

NOTICE: IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO GIVE THE STATE OF NEW HAMPSHIRE, BUREAU OF PURCHASE AND PROPERTY, COPIES OF THE MANUFACTURER'S SCHEDULED "BUILD DOWN" OR "BALANCE OUT" DATES, INCLUDING THE FINAL DATE OF ORDER ACCEPTANCE.

CONTRACT PRICES:

The prices shall remain firm for the entire term of the contract and any extension thereof and shall include delivery and all other charges. Prices should be government and/or educationally discounted prices.

ABILITY TO PROVIDE:

Contractor must be capable of providing each State of New Hampshire agency, institution, political sub-divisions and authorized non-profit organizations with their entire requirements of vehicles without any delay or substitution.

ORDERING PROCEDURE:

State agencies and institutions shall place their orders by purchase orders authorized by the Bureau of Purchase and Property. Political sub-divisions and authorized non-profit organizations shall utilize their own individually established ordering procedures.

VEHICLE RECALL NOTICE:

It will be the responsibility of the Contractor to properly complete registration certificates of any vehicle awarded so recall notices will be forwarded to the using agency.

DELIVERY POINT:

For State Government – F.O.B. DESTINATION to state agencies as directed on resulting orders.

Specific delivery addresses within New Hampshire will be shown on orders.

For political sub-divisions – F.O.B. DESTINATION as directed on resulting orders

Specific delivery addresses will be shown on orders.

WARRANTY:

Manufacturer's United States warranty shall apply for all items in this contract. This warranty supersedes any prior or conflicting term or statement.

INVOICING:

Invoicing shall be done on the basis of vehicles delivered. Invoices shall clearly indicate the quantity, description, date of delivery, contract number and contract price.

STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
BUREAU OF PURCHASE AND PROPERTY

NH SPECIFICATION NO. 2011-01
10/24/14

STANDARD SPECIFICATION - SEDAN – LARGE, 5 PASSENGER, 4 DOOR
TO INCLUDE ALL MANUFACTURERS STANDARD FEATURES
INCLUDING:

WHEELBASE:	111.1" OR MORE
TRANSMISSION:	AUTOMATIC
BRAKES:	POWER, ABS, ALL WHEEL
STEERING:	POWER
AIR CONDITIONING: (FACTORY)	YES
REAR WINDOW DEFOGGER: (FACTORY)	YES
CRUISE CONTROL: (FACTORY)	YES
WIPERS, INTERMITTENT:	YES
AM/FM RADIO:	YES
FLOOR MATS (FRONT AND REAR)	YES – CARPET, VINYL OR RUBBER-COLOR CODED TO INTERIOR
SPARE TIRE AND WHEEL	YES

OPTION:
DAYTIME RUNNING LIGHTS \$ 50.00

COLONIAL FORD

VEHICLE #1- 5 PASSENGER- ENGINE: TYPE / CYL GAS / 4 CYLINDER

LITER 2.5 MPG CITY/HWY 22/34

MANUFACTURER/MODEL FORD FUSION \$ 16,582.00

VEHICLE #2- 5 PASSENGER -ENGINE: TYPE / CYL GAS / 6 CYLINDER

LITER 3.5 MPG CITY/HWY 19/29

MANUFACTURER/MODEL FORD TAURUS \$ 19,823.00

DELIVERY 120 DAYS AFTER RECEIPT OF PURCHASE ORDER
DELIVERY NOT TO EXCEED 120 CALENDAR DAYS ARO

STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
BUREAU OF PURCHASE AND PROPERTY

NH SPECIFICATION NO. 2011-03
10/24/14

STANDARD SPECIFICATION - SEDAN – COMPACT, 5 PASSENGER, 4 & 5 DOOR
TO INCLUDE ALL MANUFACTURERS STANDARD FEATURES
INCLUDING:

WHEELBASE:	103.1 TO 106.0
TRANSMISSION:	AUTOMATIC
BRAKES:	POWER, ABS, ALL WHEEL
STEERING:	POWER
AIR CONDITIONING: (FACTORY)	YES
REAR WINDOW DEFOGGER: (FACTORY)	YES
CRUISE CONTROL: (FACTORY)	YES
WIPERS, INTERMITTENT:	YES
AM/FM RADIO:	YES
FLOOR MATS (FRONT AND REAR)	YES– CARPET, VINYL OR RUBBER-COLOR CODED TO INTERIOR
SPARE TIRE AND WHEEL	YES

OPTION: 40.00
DAYTIME RUNNING LIGHTS \$ 40.00

COLONIAL FORD

VEHICLE #1- **4-DOOR** - ENGINE: TYPE / CYL GAS / 4 CYLINDER

LITER 2.0 MPG CITY/HWY 27/37

MANUFACTURER/MODEL FORD FOCUS \$ 15,468.00

VEHICLE #2- **5-DOOR** - ENGINE: TYPE / CYL GAS / 4 CYLINDER

LITER 2.0 MPG CITY/HWY 27/37

MANUFACTURER/MODEL FORD FOCUS \$ 15,909.00

DELIVERY 120 DAYS AFTER RECEIPT OF PURCHASE ORDER
DELIVERY NOT TO EXCEED 120 CALENDAR DAYS ARO

STANDARD SPECIFICATION – POLICE VEHICLE – FORD INTERCEPTOR - UTILITY

IRWIN MOTORS

NOTE: FINAL BUILD DOWN DATE IS JANUARY 15, 2015

2015 MODEL FORD UTILITY POLICE INTERCEPTOR – ALL WHEEL DRIVE
 PACKAGE WITH MAJOR STANDARD EQUIPMENT \$ 24,919.00

DELIVERY 140 DAYS AFTER RECEIPT OF PURCHASE ORDER
 DELIVERY NOT TO EXCEED 140 CALENDAR DAYS ARO:

OPTIONAL GROUPS AND PACKAGES

65U	POLICE INTERIOR UPGRADE PACKAGE	\$ <u>490.00</u>
86P	POLICE INTERCEPTOR – FRONT HEADLAMP / POLICE INTERCEPTOR HOUSING ONLY	\$ <u>185.00</u>
66A	POLICE INTERCEPTOR – FRONT HEADLAMP LIGHTING SOLUTION	\$ <u>1,015.00</u>
66B	POLICE INTERCEPTOR - TAIL LAMP LIGHTING SOLUTION	\$ <u>505.00</u>
66C	POLICE INTERCEPTOR -- REAR LIGHTING SOLUTION	\$ <u>535.00</u>
67G	POLICE INTERCEPTOR –CARGO WIRING UPFIT PACKAGE	\$ <u>1,840.00</u>
67H	POLICE INTERCEPTOR –READY FOR THE ROAD PACKAGE	\$ <u>3,915.00</u>
67U	POLICE INTERCEPTOR –ULTIMATE WIRING PACKAGE	\$ <u>650.00</u>
47C	POLICE INTERCEPTOR –POLICE WIRE HARNESS CONNECTOR KIT - FRONT	\$ <u>115.00</u>
21P	POLICE INTERCEPTOR –POLICE WIRE HARNESS CONNECTOR KIT -REAR	\$ <u>145.00</u>

OPTIONS:

41H	ENGINE BLOCK HEATER	\$ <u>90.00</u>
153	LICENSE PLATE BRACKET-FRONT	\$ <u>N/C</u> ✓
43D	DARK CAR FEATURE	\$ <u>65.00</u> ✓
942	DAY TIME RUNNING LIGHTS	\$ <u>70.00</u>
17T	DOME LAMP –RED/WHITE IN CARGO AREA	\$ <u>74.00</u> ✓
60A	PRE-WIRE FOR GRILLE LAMP, SIREN AND SPEAKER	\$ <u>115.00</u>
63B	SIDE MARKER LED – SIDEVIEW MIRRORS	\$ <u>325.00</u>
51Y	SPOT LAMP – DRIVER ONLY –INCANDESCENT	\$ <u>295.00</u>
51Z	SPOT LAMP – DUAL – INCANDESCENT	\$ <u>455.00</u>
51R	SPOT LAMP – DRIVER ONLY – LED – (UNITY)	\$ <u>455.00</u> ✓

IRWIN MOTORS

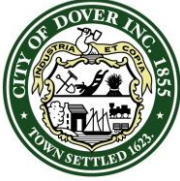
STANDARD SPECIFICATION – POLICE VEHICLE – FORD INTERCEPTOR - UTILITY

51T	SPOT LAMP – DRIVER ONLY – LED – (WHELEN)	\$ <u>495.00</u>
51S	SPOT LAMP – DUAL – LED -(UNITY)	\$ <u>655.00</u>
51V	SPOT LAMP – DUAL – LED -(WHELEN)	\$ <u>695.00</u>
92G	GLASS – SOLAR TINT 2 ND AND 3 RD ROW – DELETES PRIVACY GLASS	\$ <u>135.00</u>
92R	GLASS – SOLAR TINT 2 ND ROW ONLY - PRIVACY GLASS REAR WINDOWS	\$ <u>95.00</u>
68Z	ROOF RACK SIDE RAILS	\$ <u>115.00</u>
76D	DEFLECTOR PLATE	\$ <u>350.00</u>
91A	TWO TONE VINYL PACKAGE #1	\$ <u>970.00</u> ✓
91B	TWO TONE VINYL PACKAGE #2	\$ <u>970.00</u>
91C	TWO TONE VINYL PACKAGE #3	\$ <u>970.00</u>
91H	TWO TONE VINYL- ROOF	\$ <u>515.00</u>
91J	TWO TONE VINYL – RH / LH FRONT DOORS	\$ <u>315.00</u>
91D	VINYL WORD WRAP – POLICE - BLACK - NON REFLECTIVE	\$ <u>895.00</u>
91E	VINYL WORD WRAP – POLICE – BLACK-REFLECTIVE	\$ <u>895.00</u>
91F	VINYL WORD WRAP – POLICE -WHITE - REFLECTIVE	\$ <u>895.00</u>
91G	VINYL WORD WRAP – POLICE- WHITE - NON REFLECTIVE	\$ <u>895.00</u>
64B	WHEEL COVERS	\$ <u>80.00</u> ✓
21B	REAR VIEW CAMERA	\$ <u>275.00</u> ✓
53M	SYNC BASIC	\$ <u>345.00</u> ✓
61R	REMAPPABLE (4) SWITCHES – LESS VOICE	\$ <u>199.00</u>
61S	REMAPPABLE (4) SWITCHES – WITH VOICE	\$ <u>199.00</u>
68L	REAR DOOR HANDLES INOPERABLE / LOCKS OPERABLE	\$ <u>65.00</u>
68G	REAR DOOR HANDLES INOPERABLE / LOCKS INOPERABLE	\$ <u>85.00</u> ✓
52H	HIDDEN DOOR LOCK PLUNGER	\$ <u>190.00</u>
52P	HIDDEN DOOR LOCK PLUNGER AND REAR DOOR HANDLES INOPERABLE	\$ <u>220.00</u>
18W	WINDOWS-REAR WINDOW POWER DELETE - OPERABLE FROM FRONT	\$ <u>55.00</u> ✓
16C	1 ST AND 2 ND ROW CARPET FLOORING	\$ <u>150.00</u>
88F	2 ND ROW CLOTH SEATS	\$ <u>75.00</u>

IRWIN MOTORS

STANDARD SPECIFICATION – POLICE VEHICLE – FORD INTERCEPTOR - UTILITY

85D	FRONT CONSOLE PLATE - DELETE	\$	<u>N/C</u>
85R	REAR CONSOLE PLATE	\$	<u>55.00</u> ✓
59E	KEYED ALIKE	\$	<u>95.00</u>
59B	KEYED ALIKE	\$	<u>95.00</u>
59D	KEYED ALIKE	\$	<u>95.00</u>
59F	KEYED ALIKE	\$	<u>95.00</u>
59J	KEYED ALIKE	\$	<u>95.00</u>
59C	KEYED ALIKE	\$	<u>95.00</u>
59G	KEYED ALIKE	\$	<u>95.00</u>
90D	BALLISTIC DOOR PANELS – DRIVER FRONT ONLY	\$	<u>2,050.00</u>
90E	BALLISTIC DOOR PANELS – DRIVER AND PASSENGER FRONT DOORS	\$	<u>3,595.00</u>
55B	BLIS – BLIND SPOT MONITORING	\$	<u>535.00</u>
549	MIRRORS – HEATED SIDE VIEW	\$	<u>70.00</u>
19L	LOCKABLE GAS CAP	\$	<u>25.00</u>
593	PERIMETER ANTI-THEFT ALARM	\$	<u>180.00</u>
595	REMOTE KEYLESS ENTRY KEY FOB	\$	<u>295.00</u>
76R	REVERSE SENSING	\$	<u>399.00</u>
17A	AUXILIARY AIR CONDITIONING	\$	<u>710.00</u>
16D	BADGE DELETE – POLICE INTERCEPTOR BADGE ONLY	\$	<u>N/C</u>
63V	CARGO STORAGE VAULT	\$	<u>295.00</u>
55D	SCUFF GUARDS	\$	<u>110.00</u>
43S	MY SPEED FLEET MANAGEMENT	\$	<u>65.00</u>
60R	NOISE SUPPRESSION BONDS	\$	<u>185.00</u>
18X	100 WATT SPEAKER / SIREN	\$	<u>315.00</u>
50A	EXTENDED SERVICE 75,000 - 5,000 MILE INTERVALS - 5YEAR	\$	<u>1,705.00</u>
50C	EXTENDED SERVICE 100,000 - 5,000 MILE INTERVALS - 5 YEAR	\$	<u>2,140.00</u>
50E	EXTENDED SERVICE 125,000 - 5,000 MILE INTERVALS	\$	<u>2,435.00</u>



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2015.01.14 – 006**
Resolution Re: **Dover Lot Line Adjustment Request – H53 Mast Road, LLC**

WHEREAS: H53 Mast Road, LLC is requesting that the current lot line establishing the boundary between Map H, Lot 58 (owned by the City of Dover) and Map H, Lot 53 (owned by H53 Mast Road, LLC) be modified; and

WHEREAS: This request is being made to facilitate the establishment of a public right of way, to be used to create a new roadway allowing for the development of industrial uses on Map H, Lot 53; and

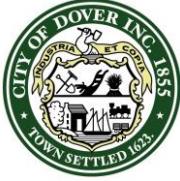
WHEREAS: In consideration of this lot line adjustment H53 Mast Road, LLC has agreed to and shall perform gravel pit reclamation on Map H, Lots 56, 58 (City owned) and Lot 53.

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

The City Manager is authorized to sign the paperwork necessary to accomplish the Lot Line Adjustment as described herein, conditioned upon H53 Mast Road, LLC obtaining all necessary local approvals (i.e. Dover Planning Board) for the lot line adjustment; and, if necessary, to record said paperwork in the Registry of Deeds.

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2015.01.14 – 006**
Resolution Re: **Dover Lot Line Adjustment Request – H53 Mast Road, LLC**

DOCUMENT HISTORY:

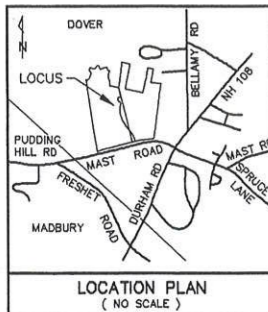
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

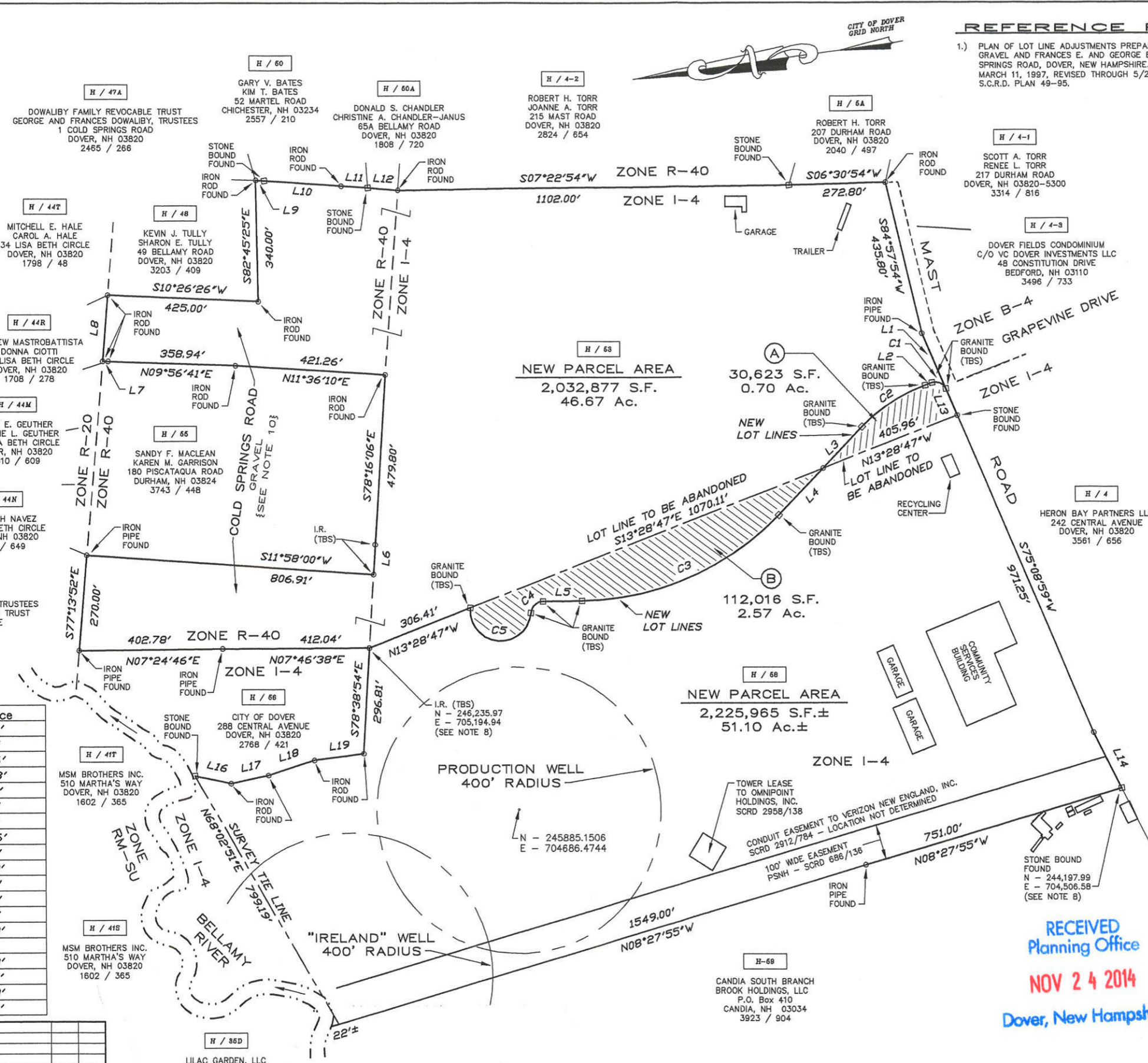
RESOLUTION BACKGROUND MATERIAL:

See Attachments to Resolution



LEGEND

I.R.(TBS) - IRON ROD W/ I.D. CAP (TO BE SET)
 GRANITE - GRANITE BOUND (TO BE SET)
 BOUND (TBS) - SQUARE FEET
 S.F. - SQUARE FEET
 Ac. - ACRE
 (TYP.) - TYPICAL
 ± - MORE OR LESS
 S.C.R.D. - STRAFFORD COUNTY REGISTRY OF DEEDS



REFERENCE PLANS:

1.) PLAN OF LOT LINE ADJUSTMENTS PREPARED FOR MAST ROAD SAND AND GRAVEL AND FRANCES E. AND GEORGE E. DOWALIBY, MAST ROAD & COLD SPRINGS ROAD, DOVER, NEW HAMPSHIRE. SCALE: 1" = 100'; DATED: MARCH 11, 1997, REVISED THROUGH 5/2/97; BY THIS OFFICE. RECORDED S.C.R.D. PLAN 49-95.

- NOTES:**
- OWNER OF RECORD:
 - H / 53: H53 MAST ROAD LLC, P.O. Box 863, FRANCONIA, NEW HAMPSHIRE 03580, S.C.R.D. VOL. 4216, PAGE 0317. OWNER SIGNATURE
 - H / 58: CITY OF DOVER, 288 CENTRAL AVENUE, DOVER, NEW HAMPSHIRE 03820, S.C.R.D. VOL. 648, PAGE 271, S.C.R.D. VOL. 648, PAGE 272. OWNER SIGNATURE
 - H / 53 - DENOTES TAX MAP AND PARCEL NUMBER.
 - THE SUBJECT PARCELS ARE LOCATED WITHIN THE ASSEMBLY AND OFFICE (I-4) ZONING DISTRICT AND THE RURAL RESIDENTIAL (R-40) ZONING DISTRICT AS SHOWN.
 - DIMENSIONAL REGULATIONS:

	ZONING DISTRICT	
MINIMUM LOT SIZE:	I-4	R-40
MINIMUM LOT COVERAGE:	5 ACRES	40,000 S.F.
MINIMUM FRONTAGE:	33 PERCENT	10 PERCENT
BUILDING SETBACKS:	400 FEET	150 FEET
FRONT:	75 FEET	40 FEET
SIDE:	75 FEET	25 FEET
REAR:	75 FEET	30 FEET
MAXIMUM BUILDING HEIGHT:	40 FEET	35 FEET
 - PLAN INTENT: TO ADJUST THE LOT LINES AS SHOWN, TRACT "A" 30,623 S.F. IS TO BE ADDED TO PARCEL H / 58 AND TRACT "B" 112,016 S.F. IS TO BE ADDED TO PARCEL H / 53.
 - PARCEL AREAS =

PARCEL	ORIGINAL PARCEL	NEW PARCEL
H / 53	1,951,484 S.F. / 44.80 Ac.	2,032,877 S.F. / 46.67 Ac.
H / 58	2,307,358 S.F. / 52.97 Ac.±	2,225,965 S.F. / 51.10 Ac.±
 - F.E.M.A. F.I.R.M. INFORMATION: COMMUNITY NUMBER 330145, PANEL 0320, SUFFIX D; MAP NUMBER 33017C0320D, EFFECTIVE DATE: MAY 17, 2005.
 - SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1 PERCENT ANNUAL CHANCE FLOOD: ZONE AE - BASE FLOOD ELEVATIONS DETERMINED (THOSE AREAS DIRECTLY ADJACENT TO THE BELLAMY RIVER, ELEVATION 88±)
 - OTHER AREAS: UNSHADED ZONE X - AREAS DETERMINED TO BE OUTSIDE THE 0.2 PERCENT ANNUAL CHANCE FLOODPLAIN
 - BASIS OF BEARINGS IS THE CITY OF DOVER / GEOD CORP. GRID NORTH, PER REFERENCE PLAN 1.
 - A DIGITAL DXF COPY OF THE APPROVED PLAN WILL BE PROVIDED TO CITY OF DOVER PLANNING DEPARTMENT UPON FINAL APPROVAL.
 - PARCEL H / 53 IS SUBJECT TO:
 - THE RIGHTS OF OTHERS, IF ANY, TO USE THE COLD SPRINGS ROAD SO-CALLED.
 - THE RESERVATION INCLUDED IN THE DEED FROM CHARLES T. DRISCOLL AND SHIRLEY T. DRISCOLL TO ALBERT P. MARCOTTE AND SYLVIA P. MARCOTTE DATED JULY 12, 1971 AND RECORDED AT BOOK 889, PAGE 13 OF THE RIGHT TO USE AS NOW PRACTICED, IN COMMON WITH OTHERS, THE PASSWAY WHICH PROVIDES AN ENTRANCE TO THE HOME NOW OR FORMERLY OF ROBERT C. STAPLES FROM THE COLD SPRINGS ROAD, SO-CALLED, TO THE EXTENT THE SAME MAY EXIST.

No.	Bearing	Distance
L1	S75°12'54"W	168.41'
L2	N12°07'41"W	20.69'
L3	N38°19'13"W	160.46'
L4	N38°19'13"W	182.28'
L5	N07°22'54"E	110.36'
L6	S78°31'06"E	84.40'
L7	N09°56'57"E	15.02'
L8	S77°18'05"E	185.86'
L9	S12°01'58"W	23.72'
L10	S11°56'31"W	216.19'
L11	S11°53'16"W	74.68'
L12	S12°40'53"W	85.45'
L13	S75°12'54"W	80.99'
L14	S71°21'30"W	174.19'
L15	RESERVED	
L16	S20°04'42"W	102.90'
L17	S03°55'18"E	108.00'
L18	S10°05'18"E	135.00'
L19	S00°24'42"W	140.00'

No.	Central Angle	Radius	Arc Length	Chord Length	Chord Bearing
C1	87°20'36"	30.00	45.73	41.43	N31°32'37"E
C2	26°11'32"	470.00	214.86	212.99	N25°13'27"W
C3	45°42'07"	780.00	622.17	605.80	N15°28'09"W
C4	85°13'11"	35.00	52.06	47.39	N35°13'41"W
C5	181°43'58"	85.00	269.60	169.98	S13°01'42"W

RECEIVED
 Planning Office
 NOV 24 2014
 Dover, New Hampshire

PLAN OF LOT LINE ADJUSTMENTS
 PREPARED FOR
 H53 MAST ROAD LLC
 AND
 THE CITY OF DOVER
 TAX MAP H, LOT Nos. 53 & 58
 MAST ROAD
 CITY OF DOVER
 COUNTY OF STRAFFORD
 STATE OF NEW HAMPSHIRE

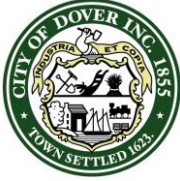
DOVER PLANNING FILE No.	P 14-
DRAWN BY: RJM	FILE: VR CP 2058\14-2058 LLADJ
SCALE: 1" = 150'	DATE: NOVEMBER 14, 2014

McGoneaney Survey Associates, inc.
 P.O. Box 681 - 24 CHESTNUT STREET
 DOVER, NH 03820 (603) 742-0911
 SURVEYING - PLANNING - CONSULTING

NO.	DATE	DESCRIPTION	BY	CHK
14-2058	LL ADJ	14-08		
PROJECT NO	TYPE	FIELDBOOK & PAGES		

LILAC GARDEN, LLC
 21 CONTINENTAL BLVD, STE 101
 MERRIMACK, NH 03054
 4250 / 467

"I" HEREBY CERTIFY THAT THIS PLAN IS BASED ON AN ACTUAL GROUND SURVEY PERFORMED WITH A TOTAL STATION, BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, SAID SURVEY MEETS OR EXCEEDS THE MINIMUM PRECISION REQUIREMENTS FOR SURVEY CLASSIFICATION "U" AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS."



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2015.01.14 – 007**
Resolution Re: **Acceptance of Development Agreement Between the City of Dover and H53 Mast Road, LLC**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See attached Development Agreement Term Sheet and Site Plan.

Development Agreement terms between City of Dover, New Hampshire (“City”) and H53 Mast Road, LLC (the “Developer”)

1. The Developer seeks develop the properties known as Map H, Lot 53, consisting of 45 acres, more or less, and which fronts along Mast Road between Durham Road and the Madbury town line, adjacent to the Bouchard Public Works Facility (the “Project Site”). A more detailed agreement will be signed by the parties with the terms set forth herein and additional terms as is customary in New Hampshire (the “Development Agreement”).
2. If the Project Site is developed the Developer shall develop it in such a way that with improvements (“the Project”) the assessed value of the Project Site is at least six million dollars (\$6,000,000) upon completion. If such occurs then:
 - a. The City shall reimburse the Developer up to One Million Dollars (\$1,000,000) toward the commercially reasonable costs expended by the Developer on the Public Improvements. The Public Improvements shall consist of:
 - i. Widening Mast Road, adding sidewalks to Mast Road, and installing lighting on Mast Road
 - ii. Developing a new public roadway on land currently owned by the City and the Developer
 - iii. Constructing and installing a new sewer pump station, which will be sized for the full development of H-53, and will be constructed with the idea that it be conveyed to the City for operation and ownership, upon construction.

The Developer shall not receive reimbursement until a Certificate of Occupancy has been issued for the improvements on the Project Site. The parties have agreed to obligate themselves to this reimbursement arrangement for a five (5) year period. If the Project Site is not developed in 5 years, the parties can terminate their obligations or provide for additional time, depending on the circumstances at that time. Once developed, the Developer must guarantee a minimum assessed value of \$6 million for the Project for a period of twenty (20) years.

3. The City Manager shall obtain approval to execute a Development Agreement consistent with the terms and conditions in this term sheet. Any terms or conditions in the Development Agreement that represent changes or additions to the terms and conditions in this term sheet shall be subject to the consent and approval of the City, acting by and through its City Manager. Changes or additions considered material by the City Manager, in the City Manager’s sole discretion, shall require approval by the City Council.



NOT FOR CONSTRUCTION

ISSUED FOR:
PLANNING BOARD APPROVAL

ISSUE DATE:
DECEMBER 17, 2014

REVISIONS
NO. DESCRIPTION BY DATE
0 PB SUBMISSION EDW 12/17/14

DRAWN BY: EBS
APPROVED BY: EDW
DRAWING FILE: 4597-SITE-DESIGN.dwg

SCALE: 24"x36" 1" = 50'
12"x18" 1" = 100'

OWNER/APPLICANT:
H53 MAST ROAD, LLC
c/o SUMMIT LAND DEVELOPMENT
340 CENTRAL AVE., #202
DOVER, NH 03820

PROJECT:
STONEWALL KITCHEN
PROPOSED
INDUSTRIAL DEVELOPMENT
TAX MAP H, LOT 53
STONEWALL DRIVE
DOVER, NH

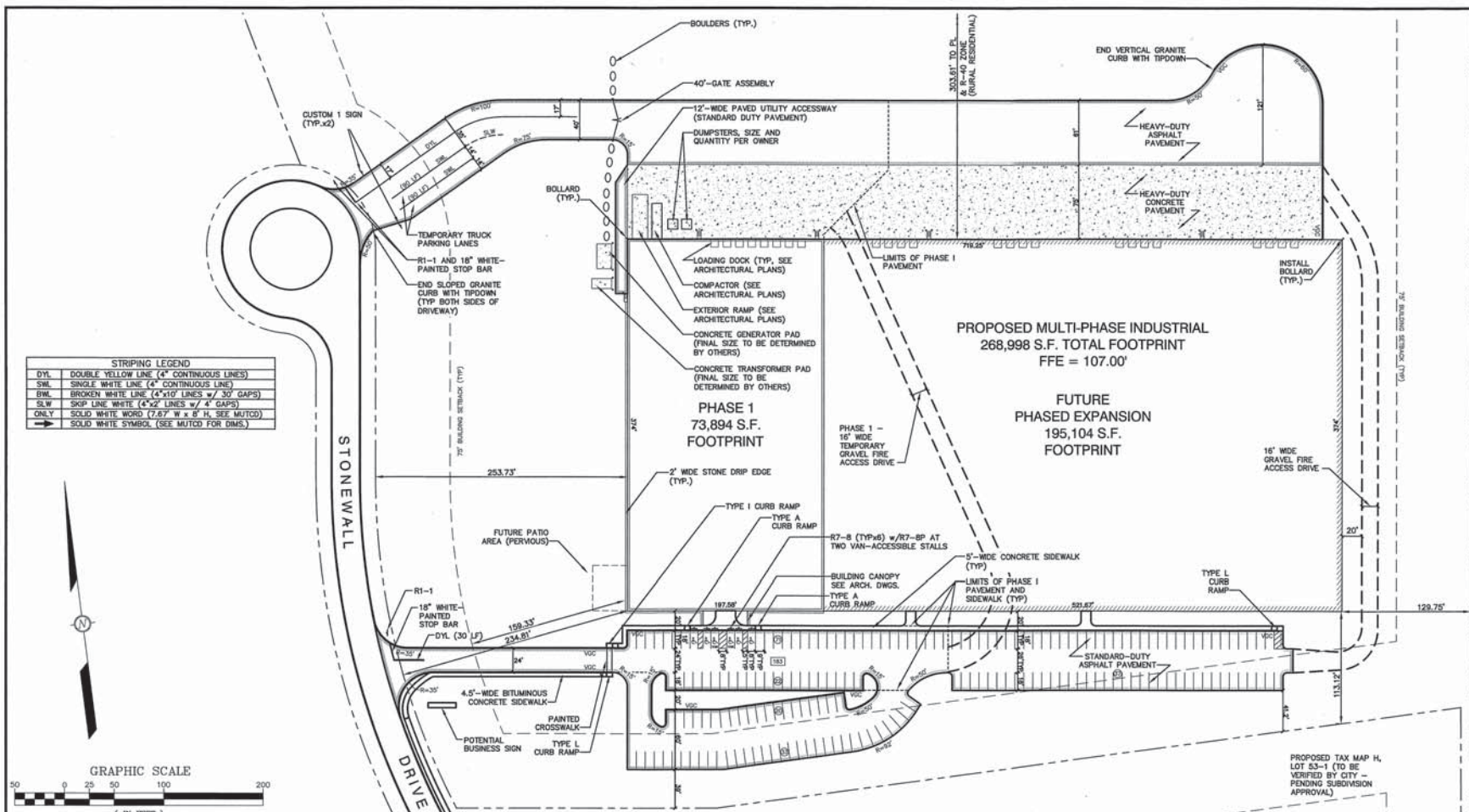
TITLE:

SITE PLAN

SHEET NUMBER:

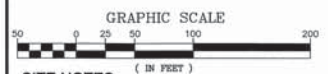
C-1

P-007



STRIPING LEGEND

DYL	DOUBLE YELLOW LINE (4" CONTINUOUS LINES)
SWL	SINGLE WHITE LINE (4" CONTINUOUS LINE)
BWL	BROKEN WHITE LINE (4"x10" LINES w/ 30' GAPS)
SLW	SKIP LINE WHITE (4"x2" LINES w/ 4' GAPS)
ONLY	SOLID WHITE WORD (2.87" W x 5" H, SEE MUTCD)
→	SOLID WHITE SYMBOL (SEE MUTCD FOR DIMS.)

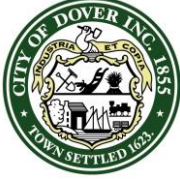


SITE NOTES

- DESIGN INTENT - THE INTENT OF THIS PLAN SUBMITTAL IS TO PROVIDE THE NECESSARY INFORMATION TO GAIN PLANNING BOARD APPROVAL FOR THE INITIAL PHASE OF THE PROPOSED INDUSTRIAL DEVELOPMENT AND TO DEPICT THE DEVELOPMENT OF THE PROJECT SITE TO INCLUDE ±268,998 SF OF COMMERCIAL/INDUSTRIAL BUILDING FOOTPRINT SPREAD OVER MULTIPLE PHASES TOGETHER WITH ASSOCIATED PARKING, ACCESSWAYS, UTILITIES AND OTHER IMPROVEMENTS. THIS PLAN SET IS INTENDED TO BE SUPPLEMENTED PRIOR TO CONSTRUCTION. THIS PLAN SET PROVIDES DETAILED INFORMATION FOR THE SITE IMPROVEMENT CONSTRUCTION.
- DO NOT BEGIN CONSTRUCTION UNTIL ALL STATE AND LOCAL PERMITS HAVE BEEN APPLIED FOR AND RECEIVED. THE LANDOWNER AND CONTRACTOR ARE RESPONSIBLE FOR COMPLYING WITH ALL LOCAL, STATE AND FEDERAL WETLANDS REGULATIONS, INCLUDING ANY PERMITTING AND SETBACKS REQUIREMENTS REQUIRED UNDER THESE REGULATIONS. SEE PROJECT MANUAL APPENDICES FOR COPY OF PERMITS.
- PROJECT PARCEL:
TAX MAP H LOT 53 (TO BE VERIFIED BY CITY - PENDING SUBDIVISION APPROVAL) ±1,562,969 S.F. (±35.88 AC.) (PENDING SUBDIVISION APPROVAL)
- ZONE: I-4 (INDUSTRIAL - ASSEMBLY AND OFFICE) & R-40 (RURAL RESIDENTIAL) SECONDARY GROUNDWATER PROTECTION DISTRICT OVERLAY CONSERVATION DISTRICT OVERLAY
- DIMENSIONAL REQUIREMENTS (ZONE I-4)

MIN. LOT AREA:	217,800 S.F. (5 ACRES)	PROVIDED	35.0 AC.
MIN. STREET FRONTAGE:	400'	PROVIDED	600'
FRONT SETBACK:	75'	PROVIDED	230'
SIDE SETBACK:	75'	PROVIDED	110'
REAR SETBACK:	75'	PROVIDED	120'

- PARKING REQUIREMENTS:
MANUFACTURING: 1 SPACE / 500 S.F. GFA
PHASE I = 73,894 S.F. / 500 = 148 SPACES REQUIRED
PHASE I = 56 SPACES PROVIDED
FUTURE PHASES = 195,104 S.F. / 500 = 390 SPACES REQUIRED
TOTAL = 538 SPACES REQUIRED
FUTURE PHASES = 127 SPACES PROVIDED
TOTAL = 183 SPACES PROVIDED. **WAVER OF SEC. 149-14.0(1) REQUIRED** (DEFICIENT 355 SPACES)
HANDICAPPED PARKING STALLS REQUIRED: 6
HANDICAPPED PARKING STALLS PROVIDED: 6
- CONDITIONAL USE PERMIT POTENTIALLY REQUIRED UNDER ZONING CHAPTER 170-28.13(2) FOR MANUFACTURING USE IN THE SECONDARY GROUNDWATER PROTECTION OVERLAY DISTRICT.
- CONSERVATION DISTRICT REGULATIONS APPLICABLE TO AREAS WITH SLOPES IN EXCESS OF 20% OVER A CONTIGUOUS AREA OF 2,000 S.F. OR MORE. CONDITIONAL USE PERMIT REQUIRED.
- NO WETLANDS WERE OBSERVED IN THE "ACTIVE PIT" PORTIONS OF THE PROJECT SITE PER HIGHLAND SOIL SERVICES SOIL REPORT DATED MAY 19, 2014.
- ALL CONSTRUCTION SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC UTILITIES IN THE CITY OF DOVER & MEET THE MINIMUM STANDARDS OF NHDOT'S "STANDARD SPECIFICATION FOR ROAD & BRIDGE CONSTRUCTION", LATEST EDITIONS. THE MORE STRINGENT SPECIFICATION SHALL GOVERN.
- ALL BONDS AND FEES SHALL BE PAID/POSTED PRIOR TO INITIATING CONSTRUCTION.
- BUILDING AREA SHOWN IS BASED ON FOOTPRINT MEASURED TO THE EDGE OF FOUNDATIONS AND/OR SLABS. ACTUAL INTERIOR SPACE WILL DIFFER.
- SNOW SHALL BE STORED AT THE EDGE OF PAVEMENT, IN OTHER AREAS SHOWN HEREON, AND/OR TRUCKED OFF SITE AS APPROPRIATE.
- PAVEMENT MARKINGS SHALL BE CONSTRUCTED USING WHITE, YELLOW OR BLUE TRAFFIC PAINT (WHERE SPECIFIED) MEETING THE REQUIREMENTS OF AASHTO M248, TYPE I OR EQUAL. PAINTED ISLANDS AND LOADING ZONES SHALL BE 4"-WIDE DIAGONAL WHITE LINES 3'-0" O.C. BORDERED BY 4"-WIDE WHITE LINES. PARKING STALLS SHALL BE SEPARATED BY 4"-WIDE WHITE LINES. SEE DETAILS FOR HANDICAP SYMBOLS, SIGNS AND SIGN DETAILS.
- PAVEMENT MARKINGS AND SIGNS SHALL CONFORM TO THE REQUIREMENTS OF THE "MANUAL ON UNIFORM TRAFFIC DEVICES," "STANDARD ALPHABETS FOR HIGHWAY SIGNS AND PAVEMENT MARKINGS" AND THE AMERICANS WITH DISABILITIES ACT (ADA), LATEST EDITIONS.
- 6" BOLLARDS SHALL BE INSTALLED AT ALL BUILDING CORNERS WHERE PAVEMENT IS PROPOSED AND AT OTHER LOCATIONS SHOWN ON THE PLAN. SEE BOLLARD DETAIL AND ARCHITECTURAL PLANS.
- CLEAN AND COAT VERTICAL FACE OF EXISTING PAVEMENT AT SAWCUT LINES WITH RS-1 IMMEDIATELY PRIOR TO PLACING NEW BITUMINOUS CONCRETE.
- UNLESS OTHERWISE NOTED, ALL CURBING SHALL BE NEW VERTICAL GRANITE WITH A MINIMUM RADIUS OF 4'.
- THE CONTRACTOR SHALL VERIFY ALL BUILDING DIMENSIONS WITH THE ARCHITECTURAL AND STRUCTURAL PLANS PRIOR TO CONSTRUCTION. ALL DISCREPANCIES SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE ARCHITECT AND ENGINEER FOR RESOLUTION.
- CONTRACTOR SHALL VERIFY ALL BENCHMARKS AND TOPOGRAPHY IN THE FIELD PRIOR TO CONSTRUCTION.
- A PRE-CONSTRUCTION MEETING SHALL BE HELD WITH THE DEVELOPER, DESIGN ENGINEER, EARTHWORK CONTRACTOR, AND THE CITY ENGINEER PRIOR TO ANY EARTH DISTURBING ACTIVITY.
- CONTRACTOR SHALL MAINTAIN RECORD INFORMATION AND PROVIDE RECORD DRAWINGS TO THE OWNER.
- PARCEL IS WITHIN DOVER AQUIFER SECONDARY GROUNDWATER RECHARGE PROTECTION OVERLAY DISTRICT. THE USE OF SALTING PAVED SURFACES & WALKWAYS SHALL BE LIMITED. SANDING SHALL BE THE PRIMARY AGENT USED TO CONTROL IONS CONDITIONS. CALCIUM CHLORIDE SHALL BE USED IN REDUCED QUANTITIES AND SHALL BE APPLIED ONLY WHEN NECESSARY.
- THE GRAVEL FIRE ACCESS DRIVE SHALL BE MAINTAINED YEAR ROUND.
- SEE SHEET C-4 FOR LEGEND.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2015.01.14 – 008**
Resolution Re: Collective Bargaining Agreement
AFSCME Local #572

WHEREAS: The City of Dover and representatives of the American Federation of State, County and Municipal Employees (AFSCME), Council 93 - Local 572, have been involved in negotiations for a collective bargaining agreement to supersede the Agreement which expired on June 30, 2014; and

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

The Council accepts the tentative agreement and the City Manager is hereby directed to execute a three (3) year Collective Bargaining Agreement between the City of Dover and the American Federation of State, County and Municipal Employees (AFSCME), Council 93 - Local #572.

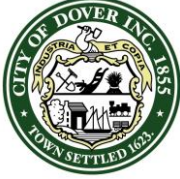
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

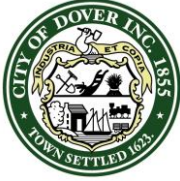
Resolution Number: **R - 2015.01.14 – 008**
Resolution Re: Collective Bargaining Agreement
AFSCME Local #572

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

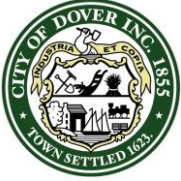
Resolution Number: **R - 2015.01.14 – 008**
 Resolution Re: Collective Bargaining Agreement
 AFSCME Local #572

RESOLUTION BACKGROUND MATERIAL:

The City participated in negotiations with the American Federation of State, County and Municipal Employees (AFSCME), Council 93 - Local #572. Discussions started on October 28th, 2013 bringing the contract to this point.

The summary of costs is as follows:

City of Dover												
Summary of Change - AFSCME (Public Works) Tentative Agreement Cost Summary												
	Wage					Other	Total	Wage &			Change from FY15	
AFSCME	Amount	Dental	Medical	Retirement	Fringe	Fringe	Fringe	Fringe			SQ	
FY2015											74,050	2.80%
Estimate	1,724,031	22,918	661,981	185,678	135,986	1,006,563	2,730,594					
										Change from FY15	Change from FY16	
FY2016										Estimate	SQ	
Estimate	1,749,020	22,918	646,329	195,365	128,951	993,563	2,742,583	11,989	0.04%		73,461	2.70%
										Change from FY16	Change from FY17	
FY2017										Estimate	SQ	
Estimate	1,811,864	23,839	665,746	202,385	133,613	1,025,583	2,837,447	94,864	3.50%		97,673	3.60%
Totals	5,284,915	69,675	1,974,056	583,428	398,550	3,025,709	8,310,624					



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O -2015.01.14 – 001**
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 50

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding a stop sign at the intersection of Clifford Street at Towle Avenue.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-50 “SCHEDULE C: Stop Intersections” as follows:

a. THE FOLLOWING IS ADDED TO SCHEDULE C:

STOP SIGN ON:

AT INTERSECTION OF:

Clifford Street

Towle Avenue

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

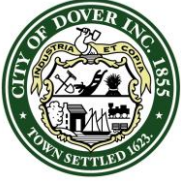
Sponsored by: Karen Weston
Mayor

Approved as to Legal
Form and Compliance:

Anthony Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O -2015.01.14 – 001**
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 50

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was recommended by the Transportation Advisory Commission. This proposal meets the MUTCD warrant requirements and was identified by the Safe Routes to School parent committee as an ongoing safety concern. The three-way intersection of Towle Avenue and Clifford Street, adjacent to the Woodman Park Elementary School, is often a very congested area during morning drop-off and afternoon pick-up times. Stop signs already control two approaches on Towle Avenue and the Woodman Park School access road. This is an unusual configuration, and in the interest of pedestrian safety and to reduce right-of-way confusion at the intersection, an all-way stop is recommended.

To: City Council

From: Tony McManus

I've been trying to make some sense out of the issue involving the Tolend/Watson Rd. projects, and from what I've been able to find in the various documents I believe the following occurred:

There was a bid by American Excavating for the work on Tolend Road. There were two figures: (1) a "base bid" covering the distance from the Barrington town line to Columbus Ave. This was for \$3,105,079.50; (2) an "alternate A" in the amount of \$801,767 for the work from Columbus to Whittier St.

The total contract (including contingencies) was \$3,906,846.50

The bid was based on a series of "lump sum or unit" prices-----what is shown on the spread sheet we were given under "base bid", for example: clearing and grubbing" \$36,000; "small tree removal" \$249 and so on. There are similar categories for "alternate A", but these figures are considerably different....substantially higher in many instances. This would have been approved by the previous Council.

If you will look at the Resolution we passed for the Watson Road project it refers to both the base bid and the "alternate". What it does not say---and perhaps there's no legal requirement that it should---is that the prices to be used for Watson were those prices on "alternate A" and not the prices of the "base bid". My guess is that none of us were aware of the distinction and----speaking for myself--I was told that we were going to be saving money on Watson because the contractor had agreed to do the work for the "original bid cost". It never occurred to me that there were two sets of figures, one substantially higher than the other, and that the higher figures were going to apply. (in several categories the final cost was actually higher than the bid.)

So the costs (roughly) break down as follows:

Base bid: 187.053 per linear foot

Alternate A: 242.959 per linear foot

Watson Rd: 267.863 per linear foot

(these may vary slightly depending on how you measure the distance.....)

The argument has been made that conditions on Watson required additional work, but I would suggest to you----not as an engineer, but as someone who travels both roads on a regular basis---that there is no fundamental difference between the two roads so as to justify much of the additional cost.

But without having gone to bid we'll never know-----maybe a lesson for us all....



November 18, 2014

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

RE: Important Information on Price Adjustments

Dear Council Members:

We are committed to constantly improving our customers' entertainment and communications experience in your community, and we continue to invest in making their services even better. As we make these and other investments, we periodically need to adjust prices due to increases we incur in programming and other business costs. Starting December 20, 2014, new prices will apply to select XFINITY TV and Internet services and equipment as reflected in the enclosed notice.

Among these price changes, we have itemized a Regional Sports Fee for customers receiving Expanded Basic and Xfinity Latino 450 service tiers and above to offset the rising costs of delivering regional sports networks. In addition, we have improved our Digital Adapter Additional Outlet service so that our Family Tier, Digital Economy, and Latino tier customers receive the same channel lineup on their primary and additional outlets. Starting December 20, 2014, the Digital Adapter Additional Outlet service fees for these customers will be \$2.99.

We are committed to providing our customers with a consistently superior experience, including 24/7 customer service and on-time arrival—or we'll credit the customer \$20 or provide a free premium channel for three months. We back up our services with the Comcast Customer Guarantee (visit www.comcast.com/guarantee for details).

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 603-224-1871, ext. 202.

Sincerely,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government & Regulatory Affairs

Enclosure

IMPORTANT Information about your XFINITY® Service

November 20, 2014

Dear Valued Customer:

Comcast is committed to keeping you informed about our products and services. Periodically, we must adjust prices due to increases in programming and business costs. **Starting December 20, 2014, the monthly price for the following services will increase as follows:**

	Current Price	New Price 12/20/2014
Blast Plus	\$84.95	\$86.95
Blast Extra Bundle	\$74.95	\$76.95
Canales Selecto	\$12.95	\$14.95
Total Premium with SET	\$61.45	\$63.95
Digital Gold	\$53.45	\$53.95
Platinum Pak	\$53.45	\$53.95

If you're receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice™ plans as of December 13, 2014, the prices for those specific services will not be affected during the applicable period.

Thanks for being a Comcast customer.



Prices shown are for residential service only and do not include federal, state and local taxes, FCC user and franchise fees or Regulatory Recovery fees or other related costs. Prices and services are subject to change. Call 1-800-COMCAST for additional details. ©2014 Comcast.

X-35639

IMPORTANT Information about your XFINITY® Service

November 20, 2014

Dear Valued Customer:

Comcast is committed to keeping you informed about our products and services. Periodically, we must adjust prices due to increases in programming and business costs. **Starting December 20, 2014, Comcast's monthly leased modem charge will increase \$2.00. As the package you currently subscribe includes a leased modem, the price of that package will increase as follows:**

	Current Price	New Price 12/20/2014
Earthlink w/leased modem	\$53.95	\$55.95
Galaxy w/leased modem	\$56.95	\$58.95
NetOne w/leased modem	\$56.95	\$58.95

If you're receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice™ plans as of December 13, 2014, the prices for those specific services will not be affected during the applicable period.

Thanks for being a Comcast customer.



Prices shown are for residential service only and do not include federal, state and local taxes, FCC user and franchise fees or Regulatory Recovery fees or other related costs. Prices and services are subject to change. Call 1-800-COMCAST for additional details. ©2014 Comcast.

X-35640

IMPORTANT INFORMATION REGARDING YOUR XFINITY SERVICES AND RATES FOR Dover, Madbury, Rollinsford & Somersworth, NH

Dear Valued Customer,

November 2014

At Comcast, we are committed to constantly improving your entertainment and communications experience, and we continue to invest in making your services even better. As we make these and other investments, we periodically need to adjust prices due to increases we incur in programming and other business costs.

Starting on **December 20, 2014**, the prices of select XFINITY® TV and Internet services and equipment will change. **We've included the changes in this notice.**

Among these price changes, we have itemized a Regional Sports Fee for customers receiving Expanded Basic and XFINITY TV 450 Latino service tiers and above to offset the rising costs of distributing regional sports networks.

In addition, we have improved our Digital Adapter Additional Outlet Service so that our Family Tier, Digital Economy, and XFINITY TV Latino customers receive the same channel lineup on their primary and additional outlets. If you are one of these customers, starting **December 20, 2014**, your Digital Adapter Additional Outlet Service fee will be \$2.99.

Have questions? Please visit us at comcast.com/questions.

If you're receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice™ plans as of December 13, 2014, the prices for those specific services will not be affected during the applicable period.

BUNDLED PACKAGES¹

QUAD PLAY PACKAGES

QUAD PLAY PACKAGE PRICING BELOW IS ADDITIONAL TO TRIPLE PLAY PACKAGE PRICING

with Secure 300 add ²	\$39.95	For SurePrice add³	\$35.00
with Secure 350 add ²	\$49.95	For SurePrice add³	\$45.00

TRIPLE PLAY PACKAGES

	Current Price	New Price Eff. 12/20/14
Starter XF Triple Play Bundle Includes Digital Starter for primary outlet, Performance Internet and XFINITY Voice Unlimited™	\$147.49	No Change
SurePrice⁴	\$124.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing before 12/10/13)	\$119.99	No Change
Preferred XF Triple Play Bundle Includes Digital Starter and Digital Preferred for primary outlet, Performance Internet and XFINITY Voice Unlimited™	\$160.49	No Change
SurePrice⁴	\$144.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing 12/10/13 thru 3/31/14)	\$134.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing on or before 12/09/13)	\$129.99	No Change
HD Preferred XF Triple Play Bundle Includes Digital Starter, Digital Preferred and Starz® for primary outlet, HD Technology Fee, Performance Internet and XFINITY Voice Unlimited™	\$170.49	No Change
SurePrice⁴	\$154.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing 12/10/13 thru 3/31/14)	\$144.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing on or before 12/09/13)	\$139.99	No Change
HD Preferred Plus XF Triple Play Bundle Includes Digital Starter, Digital Preferred, HBO® and Starz® for primary outlet, HD Technology Fee, Blast!® Internet and XFINITY Voice Unlimited™	\$190.49	No Change
SurePrice⁴	\$174.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing 12/10/13 thru 3/31/14)	\$164.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing on or before 12/09/13)	\$159.99	No Change
HD Premier XF Triple Play Bundle Includes Digital Starter, Digital Premier and DVR Service or AnyRoom® DVR Service for primary outlet, HD Technology Fee, Blast!® Internet and XFINITY Voice Unlimited™	\$215.49	No Change
SurePrice⁴	\$184.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing before 12/10/13)	\$179.99	No Change

TRIPLE PLAY PACKAGES

	Current Price	New Price Eff. 12/20/14
HD Complete XF Triple Play Bundle Includes Digital Starter, Digital Premier, The Movie Channel® and AnyRoom® DVR Service for primary outlet, Digital Additional Outlet Service on up to 3 TVs, HD Technology Fee, Blast!® Internet, Wireless Gateway and XFINITY Voice Unlimited™	\$245.49	No Change
SurePrice⁴	\$224.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing before 12/10/13)	\$219.99	No Change
Economy Triple Play XF Includes Digital Economy for primary outlet, Economy Plus Internet and XFINITY Voice Local with More®	\$92.85	No Change
XFINITY LATINO PAQUETE TRIPLE	Current Price	New Price Eff. 12/20/14
XFINITY 3300 Latino Includes XFINITY TV 300 Latino for primary outlet, Performance Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300. Can substitute Carefree Minutes Mexico 300.	\$134.99	No Change
SurePrice⁴	\$124.99	No Change
XFINITY 3450 Latino Includes XFINITY TV 450 Latino for primary outlet, Performance Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300. Can substitute Carefree Minutes Mexico 300.	\$142.49	No Change
SurePrice⁴	\$134.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing 12/10/13 thru 05/19/14)	\$124.99	No Change
SurePrice⁴ (for 12 month promotion customers subscribing on or before 12/09/13)	\$119.99	No Change
XFINITY 3600 Latino Includes Digital Starter, Digital Preferred and XFINITY TV Latino for primary outlet, Performance Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300. Can substitute Carefree Minutes Mexico 300.	\$160.49	No Change
SurePrice⁴	\$144.99	No Change
XFINITY 3650 Latino Includes Digital Starter, Digital Preferred, XFINITY TV Latino and Starz® for primary outlet, HD Technology Fee, Performance Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300. Can substitute Carefree Minutes Mexico 300.	\$170.49	No Change
SurePrice⁴	\$154.99	No Change
XFINITY 3150 Latino Includes XFINITY TV 150 Latino for primary outlet, Economy Plus Internet and XFINITY Voice Unlimited™	\$97.85	No Change

**XF TRIPLE PLAY PACKAGE REWARDS/
XFINITY LATINO PAQUETE
TRIPLE REWARDS**

	Regular Price	Starter XF, XFINITY 3450 Latino	Preferred XF, XFINITY 3600 Latino	HD Preferred XF, XFINITY 3650 Latino	HD Preferred Plus XF	HD Premier XF5	HD Complete XF5
HBO®6 (Current Price/New Price)	\$19.95/ \$15.00	\$15.00/ No Change	\$15.00/ No Change	\$15.00/ No Change	Included/ No Change	Included/ No Change	Included/ No Change
Showtime®6 (Current Price/New Price)	\$19.95/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	Included/ No Change	Included/ No Change
Starz®6 (Current Price/New Price)	\$19.95/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	Included/ No Change	Included/ No Change	Included/ No Change	Included/ No Change
Cinemax®6 (Current Price/New Price)	\$19.95/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	Included/ No Change	Included/ No Change
The Movie Channel®6 (Current Price/New Price)	\$19.95/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	Included/ No Change
Sports Entertainment Package7 (Current Price/New Price)	\$8.95/ No Change	\$8.95/ No Change	\$6.95/ No Change	\$6.95/ No Change	\$6.95/ No Change	Included/ No Change	Included/ No Change
DVR Service8 (Current Price/New Price)	\$8.00/ \$10.00	\$8.00/ \$10.00	\$8.00/ \$10.00	\$8.00/ \$10.00	\$8.00/ \$10.00	Included/ No Change	Included/ No Change
AnyRoom® DVR Service9 (Current Price/New Price)	\$10.00/ No Change	\$10.00/ No Change	\$10.00/ No Change	\$10.00/ No Change	\$10.00/ No Change	Included/ No Change	Included/ No Change
Digital Additional Outlet Service10 (SD or HD) (Current Price/New Price)	\$9.95/ No Change	\$9.95/ No Change	\$9.95/ No Change	\$9.95/ No Change	\$9.95/ No Change	\$9.95/ No Change	Included (up to 3)/ No Change
HD Technology Fee11 (Current Price/New Price)	\$9.95/ No Change	\$9.95/ No Change	\$9.95/ No Change	Included/ No Change	Included/ No Change	Included/ No Change	Included/ No Change
3D Technology Fee12 (Current Price/New Price)	\$0.00/ No Change	\$0.00/ No Change	\$0.00/ No Change	\$0.00/ No Change	\$0.00/ No Change	\$0.00/ No Change	\$0.00/ No Change
Blast!® Speed Upgrade (Current Price/New Price)	\$63.95/ \$65.95	\$10.00/ \$12.00	\$10.00/ \$12.00	\$10.00/ \$12.00	Included/ No Change	Included/ No Change	Included/ No Change
Extreme 150 Upgrade13 (Current Price/New Price)	\$99.95/ No Change	\$46.00/ No Change	\$46.00/ No Change	\$46.00/ No Change	\$36.00/ \$34.00	\$36.00/ \$34.00	\$36.00/ \$34.00

DOUBLE PLAY PACKAGES

	Current Price	New Price Eff. 12/20/14
Blast Plus™ with HBO® Includes Digital Economy, Streampix™ and HBO® for primary outlet and Blast!® Internet SurePrice4	\$91.95	\$93.95
SurePrice4 (for 12 month promotion customers subscribing on or before 09/29/14)	\$74.99	No Change
SurePrice4 (for 12 month promotion customers subscribing on or before 09/29/14)	\$69.99	No Change
Internet Plus Includes Limited Basic, HBO®, Streampix™, standard definition digital converter and remote for primary outlet and Performance Internet SurePrice4	\$69.95	\$74.95
SurePrice4 (for 12 month promotion customers subscribing on or before 09/29/14)	\$64.99	No Change
SurePrice4 (for 12 month promotion customers subscribing on or before 09/29/14)	\$59.99	No Change
Preferred XF Double Play Includes Digital Starter and Digital Preferred for primary outlet and Performance Internet SurePrice4	\$141.85	No Change
SurePrice4	\$109.99	No Change
XFINITY 2300 Latino Includes XFINITY TV 300 Latino for primary outlet and Performance Internet SurePrice4	\$103.90	No Change
SurePrice4	\$99.99	No Change
XFINITY 2450 Latino Includes XFINITY TV 450 Latino for primary outlet and Performance Internet SurePrice4	\$123.90	No Change
SurePrice4	\$109.99	No Change
SurePrice4 (for 12 month promotion customers subscribing on or before 05/19/14)	\$104.99	No Change
XFINITY 2600 Latino Includes Digital Starter, Digital Preferred and XFINITY TV Latino for primary outlet and Performance Internet SurePrice4	\$159.80	No Change
SurePrice4	\$119.99	No Change
XFINITY 2150 Latino Includes XFINITY TV 150 Latino for primary outlet and Economy Plus Internet	\$57.90	No Change

XFINITY® TV

	Current Price	New Price Eff. 12/20/14
BASIC SERVICES		
Dover, NH		
Limited Basic14	\$24.60	No Change
Expanded Basic15 Includes standard definition digital converter and remote for primary outlet	\$45.35	No Change
Madbury, NH		
Limited Basic14	\$24.60	No Change
Expanded Basic15 Includes standard definition digital converter and remote for primary outlet	\$45.35	No Change
Franchise Related Cost16	\$0.47	\$0.51
Rollinsford, NH		
Limited Basic14	\$24.60	No Change
Expanded Basic15 Includes standard definition digital converter and remote for primary outlet	\$45.35	No Change
Somersworth, NH		
Limited Basic14	\$24.60	No Change
Expanded Basic15 Includes standard definition digital converter and remote for primary outlet	\$45.35	No Change
Broadcast TV Fee (all areas)	\$1.50	\$3.25

	Current Price	New Price Eff. 12/20/14
DIGITAL SERVICES		
Digital Economy Includes Limited Basic, additional digital channels and a standard definition digital converter and remote for the primary outlet, access to Pay-Per-View and On Demand programming and Music Choice®	\$39.95	No Change
With XFINITY Voice or Internet Service	\$37.95	No Change
Digital Starter Includes Limited Basic, Expanded Basic, MoviePlex, access to Pay-Per-View and On Demand programming and Music Choice®	\$69.95	No Change
XFINITY TV 150 Latino Includes Limited Basic, XFINITY TV Latino, standard definition digital converter and remote for primary outlet	\$27.95	No Change
XFINITY TV 200 Latino Includes Digital Economy, XFINITY TV Latino for primary outlet	\$41.95	No Change
XFINITY TV 300 Latino Includes XFINITY TV 200 Latino and additional digital channels for primary outlet	\$49.95	No Change
XFINITY TV 450 Latino Includes XFINITY TV 300 Latino and additional digital channels for primary outlet	\$69.95	No Change
BASIC AND DIGITAL ANCILLARY SERVICES		
HBO®6	\$19.95	\$15.00
Showtime®6	\$19.95	\$12.00
Starz®6	\$19.95	\$12.00
Cinemax®6	\$19.95	\$12.00
The Movie Channel®6	\$19.95	\$12.00
Playboy®6	\$19.95	No Change
Sports Entertainment Package7 Includes over 28 channels including NFL RedZone, ESPNU, ESPN Goal Line, PAC 12, Big Ten Network, CBS Sports Network, FCS Atlantic, and FCS Central	\$8.95	No Change
Family Tier17 Includes over 35 channels including CNN Headline News, Sprout, National Geographic, and HGTV	\$14.95	No Change
XFINITY TV Latino6 Includes over 45 channels of Spanish Language programming	\$17.95	No Change
Digital Preferred18 Includes over 65 channels including Cooking Channel, NFL Network, Destination America, DIY, and Disney Junior	\$17.95	No Change
Digital Preferred plus One Premium7 Includes Digital Preferred and choice of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$32.45	\$29.95
Digital Preferred with HBO®7 Includes Digital Preferred and HBO®	\$32.45	\$32.95
Digital Preferred plus Two Premiums7 Includes Digital Preferred and choice of two premium channels of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$43.45	\$41.95
Digital Preferred with HBO® and One Premium7 Includes Digital Preferred, HBO® and choice of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$43.45	\$44.95
Digital Preferred Plus7 Includes Digital Preferred, HBO® and Starz® (No longer available for new subscription effective 12/20/14)	\$43.45	\$44.95
Digital Premier7 Includes Digital Preferred, HBO®, Showtime®, Starz®, Cinemax® and Sports Entertainment Package	\$57.45	\$59.95
HD Technology Fee11	\$9.95	No Change
3D Technology Fee12	\$0.00	No Change
DVR Service8	\$8.00	\$10.00
AnyRoom® DVR Service9	\$10.00	No Change
Digital Additional Outlet Service10 (SD or HD)	\$9.95	No Change
with DVR Service8	\$17.95	\$19.95
with AnyRoom® DVR Service	\$19.95	No Change
with AnyRoom® DVR Service (client)	\$9.95	No Change
with CableCARD19	\$7.45	No Change

	Current Price	New Price Eff. 12/20/14
BASIC AND DIGITAL ANCILLARY SERVICES		
Digital Adapter Additional Outlet Service20 (SD or HD)	\$1.99	\$2.99
with Digital Economy21	\$0.50	\$2.99
with Family Tier22	\$0.50	\$2.99
with XFINITY TV Latino23	\$0.50	\$2.99
INTERNATIONAL SELECTIONS6		
Rai Italia (Italian)	\$9.99	No Change
TV5 MONDE (French)	\$9.99	No Change
CTI-Zhong Tian Channel (Chinese/Mandarin)	\$11.99	No Change
RTN (Russian)	\$14.99	No Change
Willow Plus (South Asian/Cricket Sport)	\$14.99	No Change
Zee TV (South Asian)	\$14.99	No Change
SIC (Portuguese)	\$9.99	No Change
TV Globo (Portuguese/Brazilian)	\$19.99	No Change
PFC (Portuguese/Brazilian)	\$19.99	No Change
TV Globo & PFC (Portuguese/Brazilian)	\$29.99	No Change
PAY-PER-VIEW AND ON DEMAND SUBSCRIPTION SERVICES24		
Bollywood Hits On Demand	\$12.99	No Change
Bollywood Hits On Demand w/a South Asian international selection	\$9.99	No Change
here! TV On Demand	\$7.99	No Change
The Jewish Channel On Demand	\$6.99	No Change
Too Much for TV On Demand	\$14.99	No Change
Disney Family Movies On Demand	\$5.99	No Change
Pay-Per-View and On Demand Movies and Events25 (per title or event)	Prices Vary	No Change
Streampix™26	\$4.99	No Change
Vivid On Demand Subscription27	\$19.95	No Change
Hustler On Demand Subscription27	\$19.95	No Change
TEN On Demand Subscription27	\$19.95	No Change
SPORTS PACKAGES24		
MLB Extra Innings®, MLS Direct Kick, NHL® Center Ice®, NBA League Pass, ESPN GamePlan, ESPN Full Court Call 1-800-XFINITY for pricing		
VIDEO EQUIPMENT		
Limited Basic Only Converter	\$1.00	No Change
Digital Converter	\$2.50	No Change
Remote Control	\$0.18	No Change
HD Digital Converter (Limited Basic Only)	\$2.20	\$2.30
Digital Adapter (Limited Basic Only --- Primary Outlet, SD or HD)	\$0.00	No Change
Digital Adapter (Limited Basic Only --- 1st and 2nd Additional Outlet, SD or HD)	\$0.00	No Change
Digital Adapter (Limited Basic Only --- 3rd Additional Outlet and above, SD or HD)	\$0.50	No Change
CableCARD (first card in device)	\$0.00	No Change
CableCARD (second card in same device)	\$1.00	No Change

	Initial Installation of Service		After Initial Installation of Service	
	Current Price	New Price Eff. 01/01/15	Current Price	New Price Eff. 01/01/15
INSTALLATION FEES (PER OCCURRENCE UNLESS NOTED)				
One Product^{28, 29}	\$50.00	No Change	N/A	N/A
Two Products^{28, 29}	\$80.00	No Change	N/A	N/A
Three Products^{28, 29} (includes up to three outlets)	\$90.00	No Change	N/A	N/A
Installation of each Additional Outlet	\$13.35	\$14.40	\$32.15	\$33.20
Activation of each Additional Outlet	\$5.60	\$6.10	\$22.05	\$22.95
Relocate Additional Outlet	\$13.35	\$14.50	\$28.55	\$30.30
Connect VCR/DVD	\$7.90	\$7.75	\$16.35	\$19.00
			Current Price	New Price Eff. 01/01/15
Upgrade/Downgrade of Service (No in-home visit required)			\$1.99	\$0.00
Upgrade DVR Service			\$26.30	\$28.45
Upgrade of Service (In-home visit required)			\$26.30	\$28.45
Downgrade of Service (In-home visit required)			\$12.05	\$12.40
Hourly Service Charge²⁹ (For custom installation work)			\$33.20	\$35.80
In-Home Service Visit (XFINITY TV)			\$32.10	\$37.05
REACTIVATION FEES (NO IN-HOME VISIT REQUIRED—PER OCCURRENCE UNLESS NOTED)				
			Current Price	New Price Eff. 01/01/15
Office reactivation for XFINITY Internet			\$6.00	No Change
Office reactivation for XFINITY Voice			\$6.00	No Change
Office reactivation for XFINITY TV			\$6.00	No Change
MISCELLANEOUS FEES (PER OCCURRENCE UNLESS NOTED)				
			Current Price	New Price Eff. 12/20/14
Customer-Owned Video Equipment Credit (See www.comcast.com/equipmentpolicy for additional information)	\$2.50	No Change		
Regional Sports Fee³⁰ (per month)			N/A	\$1.00
Service Protection Plan³¹ (per month) Inside home wiring protection for cable TV, high-speed internet and phone services	\$3.95	\$4.95		
X1 Platform Upgrade Fee	\$49.99	No Change		
Field Collection Charge Visit to customer's residence required to collect past due balance or unreturned equipment	\$25.00	No Change		
Returned Payment Item (each)	\$25.00	No Change		
Late Fee	\$9.50	No Change		
Convenience Fee—Agent For payment made by phone with a Customer Care Representative	\$5.99	No Change		
Unreturned or Damaged Equipment Fees³² (per piece)			Replacement Cost	No Change
Self Install Kit³³	\$15.00	No Change		
Self Install Kit Shipping and Handling (Standard Shipping)	\$9.95	No Change		
Self Install Kit Shipping and Handling (Priority Shipping)	\$29.95	No Change		
Accessory Shipping and Handling	\$5.95	No Change		
TV Guide® Weekly Magazine (per month)	\$4.20	No Change		

Certain services available separately or as a part of other levels of service. Comcast service is subject to Comcast's standard terms and conditions of service. Unless otherwise specified, prices shown are the monthly charge for the corresponding service, equipment or package. Prices shown do not include applicable taxes, franchise fees, FCC fees, Regulatory Recovery Fee, Public Access fees, other state or local fees or other applicable charges (e.g., per-call toll or international charges). After a notice of an increase in price, you may change your level of service at no additional charge for a period of 30 days from the effective date of the change. Please refer to your billing statement for your Local Franchising Authority's name and address. Prices, services and features are subject to change. If you are a video service customer and you own a compatible digital converter or CableCARD device, please call 1-800-XFINITY for pricing information or visit www.comcast.com/equipmentpolicy. For information about XFINITY policies and terms of service, go to www.comcast.com/policies. ©2014 Comcast. All rights reserved.

- Requires a Voice/Data Modem, except for HD Complete Triple Play.
- XFINITY Home Secure 300 and XFINITY Home 350 requires 2 year agreement with early termination fee if terminated prior to end of term. For additional information on XFINITY Home Security go to www.xfinity.com/home.

- SurePrice only available for 12 months to Quad Play customers with Starter XF Triple Play, Preferred XF Triple Play and HD Preferred XF Triple Play customers after 12 month promotional pricing with 12 month contract. SurePrice only available for 12 months to Quad Play customers with HD Premier XF Triple Play and HD Complete XF Triple Play customers after 24 month promotional pricing with 24 month contract.
- SurePrice only available for 12 months to XF Triple Play or XFINITY Latino Paquete Triple, Blast Plus with HBO® Double Play, Internet Plus, Preferred XF Double Play, XFINITY 2300 Latino, XFINITY 2450 Latino and XFINITY 2600 Latino customers after 12 month promotional package.
- AnyRoom® DVR Service is included with HD Premier Triple Play and HD Complete Triple Play if AnyRoom® DVR Service is installed on primary outlet.
- Requires digital converter or CableCARD and Limited Basic.
- Requires Digital Starter.
- Requires HD Technology Fee. Digital Additional Outlet Service required for DVR Service on additional outlets. Not available to customers with Limited Basic only.
- Sold only with Digital Additional Outlet Service for up to 3 TVs, maximum 3 clients per household. Requires HD Technology Fee and professional installation. Not available to customers with Limited Basic only.
- Not available to Limited Basic only customers. Digital service tier on additional outlet corresponds to digital service tier on primary outlet.
- Not available to customers with Limited Basic only. Must subscribe to HD Technology Fee to receive HD programming.
- Requires HD Technology Fee.
- Not available in all areas. May require installation and non-refundable installation charge.
- Requires digital adapter, CableCARD or digital converter.
- Requires purchase of Limited Basic.
- Franchise Related Costs are costs associated with providing public, educational and/or government access facilities and equipment and/or other related costs in your community.
- Requires digital converter and purchase of Limited Basic and cannot be combined with Expanded Basic. Family Tier programming included in Digital Services except for XFINITY TV Latino.
- Requires Digital Starter or XFINITY TV 450 Latino.
- Applicable with a subscription to any level of digital service. Includes a customer-owned video equipment credit of \$2.50. An additional charge will apply for additional CableCARDs in the same device.
- Includes digital adapter and remote. Digital service tier on additional outlet corresponds to digital service tier on primary outlet. Does not include access to On Demand content, premium channels or programming guide. Not available to customers with Limited Basic only.
- Requires Digital Economy on primary outlet. Does not include access to On Demand content, premium channels or on screen programming guide.
- Requires Family Tier on primary outlet. Does not include access to On Demand content, premium channels or on screen programming guide.
- Requires XFINITY TV Latino on primary outlet. Does not include access to On Demand content, premium channels or on screen programming guide.
- Requires digital converter and Limited Basic. Sports packages will automatically renew at the start of each season at that season's full-season early-bird rate, provided Comcast still carries the package. Subscription will automatically be billed in 4 total payments. Call 1-800-XFINITY to cancel subscription or automatic renewal up to 30 days into the season. Charges are non-refundable after the first 30 days of the season. Other restrictions may apply. Customers, enrolled in the auto-renewal program moving to another Comcast serviceable address and continuing service with Comcast in or out of season, will remain enrolled in the auto-renewal program.
- Price of Pay-Per-View and On Demand Movie or Event is displayed prior to the completion of the Pay-Per-View or On Demand ordering process.
- Requires digital converter and Limited Basic to receive Streampix™ on television. Streampix™ included with the following tiers of service: HD Preferred Plus XF Triple Play, HD Premier XF Triple Play or HD Complete XF Triple Play. HD content requires subscription to HD Technology Fee. Streaming to iOS device requires XFINITY™ TV app, Internet service with bandwidth of at least 600 Kbps and a subscription to Limited Basic. Streaming to laptop/computer requires equipment meeting minimum requirements posted at <http://customer.comcast.com/help-and-support/internet/requirements-to-run-xfinity-internet-service/>, Internet service with bandwidth of at least 600 Kbps and a subscription to Limited Basic.
- Requires Limited Basic and digital converter. Not available in all areas.
- Does not include installation charges for Extreme 150 Internet Service, Extreme 505 Internet Service, XFINITY Home Security, Wireless Networking, XFINITY Internet or XFINITY Voice activation fees.
- Standard/Product installations include video installations up to 125 feet from existing Comcast plant, unless noted differently in the local franchise agreement. Custom installations include installations which require in-wall wiring or installations in extensive drop ceilings, basements or crawl spaces.
- Applies to XFINITY TV Digital Starter and above and XFINITY TV 450 Latino.
- See <http://www.comcast.com/spp> for information on Service Protection Plan.
- Contact 1-800-XFINITY for questions regarding equipment replacement charges.
- Does not apply to CableCARD Self Install Kit.

XFINITY® CHANNEL LINE-UP

Limited Basic	724 WUNI-LATV	63 Animal Planet	832 HGTV HD	222 Disney XD	XFINITY TV	903 Turner Classic
2 NHPTV (PBS)	791 QVC HD	64 TV Land	833 TNT HD	224 TeenNick	300 Latino	Movies HD
3 HSN	801 NHPTV Explore HD	65 NBC Sports Network	834 E! HD	227 Science Channel	25 Nickelodeon	912 TV One HD
4 WBZ-4 (CBS)	802 NHPTV Prime HD	66 History	835 USA HD	240 DIY	26 ABC Family	920 BBC America HD
5 WCVB-5 (ABC)	803 WPXG-21 (ION) HD	67 Travel Channel	836 Lifetime HD	247 C-SPAN2	28 MTV	924 FXX HD
6 NECN	804 WBZ-4 (CBS) HD	68 BET	837 A&E HD	792 Disney XD HD	29 VH1	XFINITY TV 450
7 WHDH-7 (NBC)	805 WCVB-5 (ABC) HD	69 Golf Channel	839 Velocity HD	821 National	30 FX	Latino (Includes
8 WUNI-27 (Univision)	806 WFXT-25 (FOX) HD	71 Hallmark Channel	841 Fox News HD	Geographic HD	32 HGTV	Digital Economy,
9 WMUR-9 (ABC)	807 WHDH-7 (NBC) HD	78 HSN2	842 CNN HD	824 Disney HD	38 TLC	XFINITY TV 300
10 WWDP (ShopHQ)	808 WLVI-56 (CW) HD	186 truTV	843 CNN Headline	825 Nick HD	43 CNN Headline News	Latino and XFINITY
11 NHPTV Explore	809 WMUR-9 (ABC) HD	199 Hallmark Movies	News HD	832 HGTV HD	46 CNBC	TV Latino)
12 WLVI-56 (CW)	810 NECN HD	& Mysteries	846 Universal HD	843 CNN Headline	53 Bravo	
13 WGME-13 (CBS)	811 WBIN (IND) HD	200 MoviePlex	847 The Weather	News HD	55 Spike TV	31 TBS
14 WSBK myTV38	812 WMEA-26	208 Hallmark Channel	Channel HD	847 The Weather	62 Syfy	33 TNT
(MyTV)	(PBS) HD	211 Esquire Network	848 Golf Channel HD	Channel HD	67 Travel Channel	49 ESPN
15 WPXG-21 (ION)	813 WMFP-62 (IND) HD	215 WE tv	849 ESPN HD	854 Food Network HD	88 HSN2	50 ESPN2
16 WFXT-25 (FOX)	814 WSBK myTV38	216 Oxygen	850 ESPN2 HD	866 Science	200 MoviePlex	51 NESN
17 WMEA-26 (PBS)	(MyTV) HD	218 Sprout	851 NESN HD	Channel HD	211 Esquire Network	52 Comcast SportsNet
18 WBIN (IND)	815 WNEU-60	234 Inspiration Network	852 Comcast	Digital Economy	213 Turner Classic	65 NBC Sports Network
19 WNEU-60	(Telemundo) HD	235 UP	SportsNet HD	(Includes Limited	Movies	69 Golf Channel
(Telemundo)	818 WWDP	238 EWTN	854 Food Network HD	Basic)	214 TV One	234 Inspiration Network
20 WMFP-62 (IND)	(ShopHQ) HD	241 BBC America	855 Spike TV HD	24 Disney Channel	215 WE tv	250 Fox Sports 1
21 WUTF-66 (UniMas)	906 HSN HD	242 H2	858 Comedy	34 E!	218 Sprout	831 TBS HD
22 Access Channel	Expanded Basic	243 FYI	Central HD	35 USA	226 OWN	833 TNT HD
23 WYDN-48 (Daystar)	1 On Demand	247 C-SPAN2	859 AMC HD	36 Lifetime	236 The Word Network	848 Golf Channel HD
44 C-SPAN	24 Disney Channel	249 C-SPAN3	860 Cartoon	37 A&E	241 BBC America	849 ESPN HD
48 Jewelry Television	25 Nickelodeon	250 Fox Sports 1	Network HD	39 Discovery Channel	251 MSNBC	850 ESPN2 HD
58 QVC	26 ABC Family	251 MSNBC	862 Syfy HD	41 Fox News	256 FXX	851 NESN HD
96 WCSH-6 (CBS)	28 MTV	252 Investigation	863 Animal Planet HD	42 CNN	267 GSN	852 Comcast
98 CKSH-9 (Canadian)	29 VH1	Discovery	865 NBC Sports	47 The Weather Channel	270 Lifetime Movie	SportsNet HD
183 Jewelry Television	30 FX	256 FXX	Network HD	54 Food Network	Network	865 NBC Sports
184 XFINITY Latino	31 TBS	267 GSN	867 TLC HD	56 EWTN	284 Fox Business	Network HD
209 NHPTV World	32 HGTV	270 Lifetime Movie	872 History HD	59 AMC	Network	925 Fox Sports 1 HD
217 NHPTV Kids	33 TNT	Network	901 MSNBC HD	60 Cartoon Network	663 Encore Español	Digital Preferred
229 Trinity Broadcasting	34 E!	284 Fox Business	902 truTV HD	61 Comedy Central	784 Travel Channel HD	1 On Demand
Network	35 USA	Network	905 BET HD	63 Animal Planet	787 Esquire	125 RLTV
237 NHPTV Create	36 Lifetime	333 XFINITY 3D^	907 Hallmark HD	64 TV Land	Network HD	137 SEC Network
268 CatholicTV	37 A&E	784 Travel Channel HD	908 UP HD	66 History	788 Lifetime Movie	176 Ovation
283 Leased Access	38 TLC	787 Esquire	909 Investigation	68 BET	Network HD	187 Revolt
288 WBIN-Live Well	39 Discovery Channel	Network HD	Discovery HD	71 Hallmark Channel	789 Fox Business	190 BBC World
Network	41 Fox News	788 Lifetime Movie	910 H2 HD	182 TVGN	Network HD	191 BabyFirst TV
289 WBIN	42 CNN	Network HD	916 Bloomberg TV HD	186 truTV	794 Bravo HD	Americas
WeatherNation	43 CNN Headline News	789 Fox Business	920 BBC America HD	208 Hallmark Channel	795 CNBC HD	193 Smithsonian
290 WNEU-Exitos	44 Fox News	Network HD	921 Oxygen HD	238 EWTN	799 WE tv HD	Channel
291 WLVI-TCN	45 Bloomberg TV	790 Hallmark Movies	924 FXX HD	242 H2	825 Nick HD	196 Jewish Life TV
292 WCVB MeTV	46 CNBC	& Mysteries HD	925 Fox Sports 1 HD	247 C-SPAN2	826 ABC Family HD	(JLTV)
293 WMEA World	47 The Weather Channel	794 Bravo HD	Family Tier	823 Discovery HD	827 MTV HD	197 Encore Family
294 WMEA-MPBN	49 ESPN	795 CNBC HD	24 Disney Channel	824 Disney HD	828 Palladia	198 REELZ
295 WYDN-48	50 ESPN2	797 FYI HD	25 Nickelodeon	835 USA HD	829 VH1 HD	201 SundanceTV
(Daystar)	51 NESN	799 WE tv HD	32 HGTV	837 A&E HD	830 FX HD	202 Flix
296 WFXT-MOVIES!	52 Comcast SportsNet	823 Discovery HD	43 CNN Headline News	841 Fox News HD	832 HGTV HD	203 Encore Action
297 WHDH-This TV	53 Bravo	824 Disney HD	47 The Weather Channel	842 CNN HD	839 Velocity HD	204 Encore Classic
298 WMUR-MeTV	54 Food Network	825 Nick HD	54 Food Network	854 Food Network HD	843 CNN Headline	205 Encore Suspense
299 WUNI-LATV	55 Spike TV	826 ABC Family HD	210 National	859 AMC HD	News HD	206 indieplex
300 WFXZ-24	56 EWTN	827 MTV HD	Geographic	863 Animal Planet HD	846 Universal HD	207 Encore Westerns
(Mundo Fox)	59 AMC	828 Palladia	218 Sprout	872 History HD	855 Spike TV HD	210 National
640 XFINITY Latino	60 Cartoon Network	829 VH1 HD	221 Discovery Family	905 BET HD	862 Syfy HD	Geographic
721 WFXZ-24	61 Comedy Central	830 FX HD	Channel	907 Hallmark HD	867 TLC HD	212 IFC
(Mundo Fox)	62 Syfy	831 TBS HD		910 H2 HD	901 MSNBC HD	

XFINITY® CHANNEL LINE-UP (continued)

214 TV One	719 Galavision	260 TVG	Sports Pay-Per-View	880 Showtime	708 FOX Deportes
220 Nicktoons	783 AXS TV	261 CBS Sports Network	591-596 ESPN Fullcourt/ GamePlan	Extreme HD	709 CNN en Espanol
221 Discovery Family Channel	785 Encore HD	262 FCS Atlantic	600 NBA LP PRE	883 TMC HD	711 Tr3s
222 Disney XD	792 Disney XD HD	263 FCS Central	601-610 MLS-NBA TEAM 1-10	884 TMC Xtra HD	712 Viendo Movies
223 Nick Jr.	793 Fuse HD	264 FCS Pacific	612 TEAM HD	International Channels**	713 Cine Mexicano
224 TeenNick	796 ESPNews HD	265 NFL Network	621-634 MLB-NHL GAME	134 Willow Plus	716 History en español
225 retroplex	798 IFC HD	266 Tennis Channel	635 GAME HD	679 Rai Italia	717 WAPA America
226 OWN	821 National Geographic HD	269 MLB Network	636 GAME 2 HD/TEAM HD	680 TV Globo	719 Galavision
227 Science Channel	822 NHL Network HD	278 FX Movie Channel	Digital Premium	681 SIC	720 ESPN Deportes
228 Nick Too	853 NFL Network HD	285 Big Ten Network	301 HBO	685 Willow Plus	722 BabyFirst TV (Spanish)
230 Discovery Fit and Health	856 CBS Sports Network HD	286 ESPN	302 HBO2	688 TV5MONDE	723 CentroAmericana
231 pivot	864 CMT HD	287 NFL RedZone	303 HBO Signature	701 Zee TV	725 Discovery Familia
232 Nat Geo WILD	866 Science Channel HD	599 NBA TV	304 HBO Family	702 CTI-Zhong Tian	726 beIN Sports (Spanish)
233 Destination America	900 ESPN HD	715 NFL Network	305 HBO Comedy	703 RTN	727 UniMas West
236 The Word Network	904 MGM HD	726 beIN Sports (Spanish)	306 HBO Zone	XFINITY TV Latino	728 Univision West
239 Cooking Channel	911 Destination America HD	796 ESPNews HD	307 HBO Latino	641 TBN Enlace USA	757 Television Dominicana
240 DIY	912 TV One HD	822 NHL Network HD	321 Starz	642 Telefe Internacional	
244 Disney Junior	913 NBA TV HD	838 Tennis Channel HD	322 Starz Edge	643 TeleFormula	
245 Weatherscan Local	914 MLB Network HD	853 NFL Network HD	323 Starz InBlack	644 Pasiones	
248 ESPNews	915 Ovation HD	856 CBS Sports Network HD	324 Starz Kids & Family	645 TV Chile	
253 American Heroes Channel	922 Nat Geo Wild HD	885 Big Ten Network HD	325 Starz Cinema	646 Nuestra Tele	
254 Al Jazeera America	928 SEC Network HD	899 NFL RedZone HD	327 Starz Comedy	647 VideoRola	
255 Outdoor Channel	Sports Entertainment Package	900 ESPN HD	328 Starz MAX	648 Fox Life	
257 NBA TV	126 Crime and Investigation	903 Turner Classic Movies HD	339 OuterMAX	649 TVE East	
259 NHL Network	127 Military History Channel	913 NBA TV HD	340 MovieMAX	650 TV Venezuela	
260 TVG	128 SportsNet NY (OOM)	914 MLB Network HD	341 Cinemax	652 Telehit	
261 CBS Sports Network	130 Comcast SportsNet Chicago (OOM)	Music Choice*	342 MoreMAX	653 Ritmoson Latino	
265 NFL Network	133 Comcast SportsNet Bay Area (OOM)	501-550 Channel Information Available on musicchoice.com	343 ActionMAX	654 Bandamax	
269 MLB Network	135 ESPN Goal Line	Pay-Per-View	344 ThrillerMAX	655 De Pelicula	
271 fuse	136 The Sportsman Channel	399 In Demand HD	361 Showtime	656 De Pelicula Clasico	
272 MTV Hits	192 beIN Sports (English)	401-402 Home Theater	362 Showtime 2	657 SUR Peru	
273 MTV2	213 Turner Classic Movies	435 Penthouse TV	363 Showtime Showcase	658 VME Kids	
274 Centric	248 ESPNews	451 Playboy	364 Showtime Extreme	659 Canal SUR	
275 VH1 Soul	255 Outdoor Channel	452 Juicy	365 Showtime Beyond	660 Once Mexico	
276 CMT Pure Country	257 NBA TV	453 VIVID	366 Flix	661 Multimedios Television	
277 VH1 Classic	258 ESPN Classic	457 TEN	381 The Movie Channel	662 Mexicana	
279 Great American Country	259 NHL Network	458 XTSY	382 TMC Xtra	666 HITN	
280 MTV Jams		459 Hustler	451 Playboy Channel*	667 Gran Cine	
281 LOGO		800 In Demand HD	773 HBO Latino HD	668 EWTN Espanol	
282 CMT			775 HBO Zone HD	670 Ecuavisa Internacional	
286 ESPN			868 Cinemax HD	673 Caracol TV	
326 Encore			870 HBO HD	674 Canal 52MX	
599 NBA TV			871 HBO2 HD	675 CineSony	
686 Mnet			875 Starz HD	678 LAS	
705 Mun2			877 Showtime HD	704 Supercanal Caribe	
711 Tr3s			878 Showtime 2 HD	705 Mun2	
715 NFL Network				706 Discovery en espanol	
				707 Cine Latino	

Some restrictions apply. Not all programming is available in all areas. Digital capable equipment is required to receive any channel. High-definition capable equipment is required to receive high-definition channels. Additional equipment fees may apply.

*A subscription to Playboy Channel digital service is required to receive this channel.

**Available for individual purchase only.

^Requires 3D TV, Comcast digital converter with 3D capability and subscription to 3D Technology Fee.

Music Choice - A minimum subscription to Limited Basic and a digital converter required to receive these channels.