



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.



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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.



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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.



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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



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- 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) | 9. Legislative Liaison |
| 2. Planning Board | 10. Pool Advisory Committee |
| 3. Appointments Committee | 11. Parking Commission |
| 4. Recreation Advisory Board | 12. Ordinance Committee |
| 5. McConnell Center Advisory Committee | 13. Police and Parking Facility Building Committee |
| 6. Arts Commission | 14. Joint Building Committee – Dover High School and Regional CTC |
| 7. Solid Waste Advisory Commission | 15. Library Board of Trustee |
| 8. Transportation Advisory Commission | |

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".



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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.



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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**

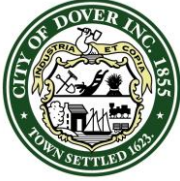
Deputy Mayor Carrier moved to refer to a public hearing on January 14, 2015; seconded by Councilor Cheney.

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.



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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.

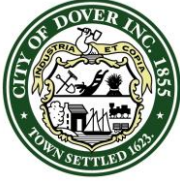
Consensus was to remove email addresses.

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.



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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.