



**CITY OF DOVER**

## CITY COUNCIL – AGENDA

**REVISED**

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, March 11, 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 166, SECTION 56 – NO PARKING ANYTIME – WOODMAN INSTITUTE – SUMMER STREET**  
SPONSORED BY MAYOR WESTON BY REQUEST
8. **CITIZEN’S FORUM**

*Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.*
9. **CITY MANAGER’S REPORT**
10. **APPROVAL OF MINUTES**
  - A. **February 25, 2015 – Regular Meeting**
11. **MAYOR’S REPORT**
12. **UNFINISHED BUSINESS**
  - A. **ORDINANCES IN THE 2<sup>ND</sup> READING**
    1. **CHAPTER 166, SECTION 56 – NO PARKING ANYTIME – WOODMAN INSTITUTE – SUMMER STREET**  
SPONSORED BY MAYOR WESTON BY REQUEST
  - B. **ORDINANCES IN THE 3<sup>RD</sup> READING**



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### C. RESOLUTIONS

1. **2014-2015 PROCEDURAL RULES CHANGE – COUNCIL MEETINGS  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)**  
SPONSORED BY COUNCILOR GARRISON
2. **ADVANCED REFUNDING FOR CITY OF DOVER JUNE 2006 AND JUNE 2007  
GENERAL OBLIGATION BONDS AND AUTHORIZATION TO ISSUE REFUNDING  
BONDS (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)**  
SPONSORED BY MAYOR WESTON BY REQUEST

### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

1. **RAFFLE – Great Bay Figure Skating Club**
2. **RAFFLE – Greater Dover Chamber of Commerce**
3. **RAFFLE – Maine Coast Runners Flyball Team**
4. **RAFFLE – St. Mary Academy**
5. **RAFFLE – St. Thomas Aquinas High School**
6. **BLOCK PARTY - Greater Dover Chamber of Commerce - Tuesdays**
7. **BLOCK PARTY - Greater Dover Chamber of Commerce - Fridays**
8. **ROAD RACE – Goodwin Community Health**
9. **ROAD RACE – Reds Race**
10. **ROAD RACE – St. Mary Academy**
11. **WALK – Portsmouth Christian Academy of Dover**
12. **PURCHASE OF ARMORED RESCUE VEHICLE THROUGH NEW HAMPSHIRE  
HOMELAND SECURITY GRANT**  
SPONSORED BY MAYOR WESTON BY REQUEST
13. **RULES OF PROCEDURE FOR ZONING BOARD OF ADJUSTMENT**  
SPONSORED BY MAYOR WESTON BY REQUEST

### COMMITTEE REPORTS

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



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### **B. RESOLUTIONS**

- 1. COLLECTIVE BARGAINING AGREEMENT INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL #1312**  
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. COLLECTIVE BARGAINING AGREEMENT DOVER PROFESSIONAL FIRE OFFICERS ASSOCIATION #2909**  
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. B15021 - DOVER ARENA LED LIGHTING UPGRADE AND AUTHORIZATION FOR FINANCING (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**  
**(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 25, 2015, WITH A COUNCIL VOTE ON APRIL 8, 2015)**

### **C. ORDINANCES IN 1ST READING**

- 14. COUNCIL CORRESPONDENCE**
- 15. COUNCIL MATTERS OF INTEREST**
- 16. ADJOURNMENT**



# THE CITY MANAGER'S REPORT

*March 11, 2015*

*Month Reporting on: February 2015*

*"Spring is when you feel like whistling, even with a shoe full of slush."*

*Doug Larson*

**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

- Glenville, NY – Youth/Adult Practice Hockey Jerseys
- Durham – Agenda Materials for 4 Meetings
- Overland, Park, KS – Water/Sewer bills for Wentworth-Douglass Hospital
- Dover – Cocheco Park kitchen complaint
- Tolend Road CMA daily reports from 03.29.13 to 12.16.13

## Assistance to City Departments and/or Offices

**City Council:** Drafting/review of resolutions and ordinances; BCCs removals; vacancies, Panhandling question

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

**Executive:** Bankruptcies, Operating budget lapse question; DBIDA question

**Community Services:** MOA for winter maintenance; NHDOT Use and Occupancy Agreement Extension; Weight Limits posting

**Finance:** Liens, Discharges, Online Auction; CK North invoice dispute; P&P Bond; Change Orders; Water & Sewer Investment Fees question

**Police:** Ordinances for Chapter 166; Community Police Relations

**Planning:** Agenda Notices; Alternative Treatment Centers; Records Retention; Flashing light sign; Waterfront Analysis Report

**School:** School Board by-law question

**Recreation:** Dover Youth Football

**Welfare:** Possible Welfare Fraud

**Fire & Rescue:** Incident handling question

**Litigation:**  
Dover PD v. Kevin Carr (Pistol Permit Denial) – Hearing in Dover District Court – Judgment in favor of City entered.

City of Dover v. Peerless Insurance, Liberty Mutual, First Street at Garrison, Riparia-One Hundred First Street – Complaint filed by Attorney Lane on behalf of the City on Feb 12, 2015 regarding claims for defense and indemnification.

*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
<b>Legal Matters/ Questions Handled</b>	25	187	251	302
<b>Document Creation/Review</b>	16	106	175	145
<b>Right to Know Requests Processed</b>	8	73	78	43
<b>Resolutions</b>	3	38	48	31
<b>Ordinances</b>	2	17	14	14

# Economic Development

by Dan Barufaldi

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**S**ummary: 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 declining with prices continuing to rise. 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, but gasoline prices are expected to increase until the refineries are again producing summer stocks at volume. Negative macroeconomic factors continue to present some longer term risk. Dover's unemployment rate is at 3.1% with some holiday employment going away.

**S**electd 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 Q4. Year-over-year growth for a few local firms in this sector has 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 situation 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 over 40% against the US dollar and the Russian economy is projecting a recession in 2015.

**C**ommercial 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.

A recent UNH Cooperative extension research paper points out the real revenue versus expenditure costs, to municipalities if the ratio of residential vs commercial content continues to rise. It states that residential development costs cities \$1.121 in expenditures for every \$1.00 in revenues returned by this sector and makes a strong case for municipalities to emphasize commercial over further residential development.

**Residential Real Estate:** Closed unit sales of both single family homes 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. Condo sales, in moderate decline for several quarters, have now begun to improve. Median sale prices in NH and in Dover increased again in the period. Pending sales suggest the market for single family houses and condos are off to a good start in 2015 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 and Q4 depressed near-term sales and another severe winter weather event as the JUNO storm

could dampen sales locally going forward. Sale prices and rental rates in Dover that continued to rise over the last year and had begun to flatten somewhat are now on the rise again 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 and the West Coast Port closings just recently settled.. 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 slowed 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 has rallied from \$40 to \$55. The Chinese housing bubble and economic slowdown are often mentioned but appears to be managed by government intervention. Automotive car, truck and parts suppliers have been doing well through the model changeover period.

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 with two of the buildings about to be sold or leased. 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 increased slightly. 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 4% to up by 7% year-over-year. Holiday retail sales were up slightly year-over-year with online sales increasing as a percentage of total retail sales. The City's Downtown Marketing Project is being credited for sustaining retail sales above expected rates in this traditionally slow period. Lower energy costs contributed to higher retail spending. Sales of household items and home improvement goods are selling well. Apparel sales are off slightly. Prices are up slightly (2-3%) despite advertised sales and inventories appear well controlled. Minor amounts of selective hiring done for the holidays are beginning to fade. 2014 goals for low single digit growth are expected to be realized. The outlook is now buoyed by reduced energy costs,

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. New restaurants are set up to occupy the former Kelley's Row, Fish

Shanty and Spaghetti Stain spaces. Local museum attendance has improved although the stormy weather has restricted easy access. 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 3 months 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 of 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 Cupid Dice Roll Promotion was completed at the Cara Bar. Several radio interviews with Mike Pomp were done by Dan Barufaldi and Bill Simons on the program. 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. This phase of the ongoing marketing Program will shift to expanding the Dover Brand for all Dover merchants and will include some TV as well as over 300 radio spots. The program has been well received by the merchants and the media metrics indicates the results we wanted are being realized.

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

## FY15 Storm Management Summary Report

Date	Condition	Approximate Accumulation in "s	Total O/T hrs	Total O/T Cost	Contractor Cost	Salt Ton	Salt Cost	Salt/ Sand Yard	Sand Cost	Salt Brine	Brine Cost	Total Storm Cost
11/18/2014	Black Ice	0	16.00	\$ 118.88	\$ -	7.25	\$ 351.12	0	\$ -	\$ -	\$ -	\$ 470.00
11/26/2014	Wet Snow	7	644.1	\$ 19,519.06	\$ 4,265.00	235.3	\$ 11,381.46	106.5	\$ 1,304.63	\$ -	\$ -	\$ 36,470.14
11/28/2014	Snow	1.5	83.1	\$ 2,535.92	\$ 2,440.00	46	\$ 2,225.02	23	\$ 281.75	\$ -	\$ -	\$ 7,482.69
12/3/2014	Wet Snow	.5	58.7	\$ 1,816.20	\$ 260.00	120	\$ 5,804.40	56	\$ 686.00	\$ -	\$ -	\$ 8,566.60
12/6/2014	Wet Snow	1	107.1	\$ 3,041.56	\$ 710.00	107.5	\$ 5,199.78	50	\$ 612.50	\$ -	\$ -	\$ 9,563.83
12/7/2014	Icy Roads	0	37.5	\$ 1,304.34	\$ -	29	\$ 1,402.73	6	\$ 73.50	\$ -	\$ -	\$ 2,780.57
12/8/2014	Snow Pick-up	0	30	\$ 982.43	\$ 950.00	2	\$ 96.74	0	\$ -	\$ -	\$ -	\$ 2,029.17
12/9/2014	Icy Roads	0	64.8	\$ 1,869.90	\$ 520.00	20.5	\$ 991.59	187	\$ 2,290.75	\$ -	\$ -	\$ 5,672.23
12/12/2014	Icy Roads	0	53.5	\$ 1,564.96	\$ 260.00	108	\$ 5,223.96	12	\$ 147.00	\$ -	\$ -	\$ 7,195.92
12/21/2014	Icy Roads	0	20	\$ 592.02	\$ -	5	\$ 241.85	3	\$ 36.75	\$ -	\$ -	\$ 870.62
1-3/4-2015	Wet Snow	3.5	363.25	\$ 10,776.84	\$ 2,389.00	67	\$ 3,240.79	281.5	\$ 3,448.38	3,000	\$ 219.00	\$ 20,074.00
1/5/2015	Icy Roads	0	36.4	\$ 1,058.27	\$ 260.00	43	\$ 2,079.91	187.5	\$ 2,296.88	\$ -	\$ -	\$ 5,695.06
1/6/2015	Snow Removal	0	42.5	\$ 1,214.00	\$ 1,530.00	0	\$ -	14	\$ 171.50	\$ -	\$ -	\$ 2,915.50
1/8/2015	Snow Removal	0	32	\$ 944.30	\$ -	0	\$ -	3	\$ 36.75	\$ -	\$ -	\$ 981.05
1/9/2015	Wet Snow	2	0	\$ -	\$ 910.00	102.5	\$ 4,957.93	230	\$ 2,817.50	\$ -	\$ -	\$ 8,685.43
1/12/2015	Wet Snow	2	65.8	\$ 1,645.33	\$ 1,082.00	97.5	\$ 4,716.08	207.5	\$ 2,541.88	\$ -	\$ -	\$ 9,985.28
1/13/2015	Icy Roads	0	60.7	\$ 1,839.31	\$ 390.00	26	\$ 1,257.62	143	\$ 1,751.75	\$ -	\$ -	\$ 5,238.68
1/15/2015	Snow	0.75	100.8	\$ 2,885.70	\$ 260.00	95	\$ 4,595.15	276.5	\$ 3,387.13	\$ -	\$ -	\$ 11,127.98
1/18/2015	Icy Roads noon - 3 pm	0	28	\$ 791.54	\$ 260.00	46.5	\$ 2,249.21	0	\$ -	\$ -	\$ -	\$ 3,300.75
1/18/2015	Icy Roads 5:30-9 pm	0	28	\$ 791.54	\$ 260.00	60	\$ 2,902.20	14	\$ 171.50	\$ -	\$ -	\$ 4,125.24
1/19/2015	Icy Roads	0	63.4	\$ 1,810.32	\$ -	71.5	\$ 3,458.46	103.5	\$ 1,267.88	\$ -	\$ -	\$ 6,536.65
1-24/25-15	Wet Snow	7	503.6	\$ 15,535.21	\$ 4,322.00	180.5	\$ 8,730.79	178.5	\$ 2,186.63	4,000	\$ 292.00	\$ 31,066.62
1/27/2015	Snow	30	824.8	\$ 25,181.50	\$ 10,121.00	62	\$ 2,998.94	155.5	\$ 1,904.88	\$ -	\$ -	\$ 40,206.31
1/28/2015	Snow Removal	0	54.7	\$ 1,830.04	\$ 2,465.00	28	\$ 1,354.36	0	\$ -	\$ -	\$ -	\$ 5,649.40
1/30/2015	Snow	6	367.15	\$ 11,437.31	\$ 3,694.00	210	\$ 10,157.70	177	\$ 2,168.25	\$ -	\$ -	\$ 27,457.26
1/31/2015	Parking lot snow rem.	0	0	\$ -	\$ 5,057.50	0	\$ -	0	\$ -	\$ -	\$ -	\$ 5,057.50
1/31/2015	Snow Removal	0	110.6	\$ 3,545.15	\$ 2,210.00	0	\$ -	10	\$ 122.50	\$ -	\$ -	\$ 5,877.65
2/2/2015	Snow	11	537.37	\$ 16,959.74	\$ 4,332.00	102	\$ 4,933.74	210	\$ 2,572.50	\$ -	\$ -	\$ 28,797.98
2/4/2015	Snow Removal	0	97.5	\$ 2,994.37	\$ 5,147.50	0	\$ -	10	\$ 122.50	\$ -	\$ -	\$ 8,264.37
2/5/2015	Snow	6.5	70.9	\$ 2,129.07	\$ 2,380.00	151.5	\$ 7,328.06	108	\$ 1,323.00	\$ -	\$ -	\$ 13,160.13
2-8/9-15	Snow	11	741.85	\$ 23,147.55	\$ 6,999.00	95.5	\$ 4,619.34	271.5	\$ 3,325.88	\$ -	\$ -	\$ 38,091.76
2/10/2015	Snow Removal	0	96.5	\$ 3,143.83	\$ 7,295.50	0	\$ -	14	\$ 171.50	\$ -	\$ -	\$ 10,610.83
2/11/2015	Snow Removal	0	102	\$ 3,199.91	\$ 8,663.50	0	\$ -	5	\$ 61.25	\$ -	\$ -	\$ 11,924.66
2/12/2015	Snow	1	68.6	\$ 2,217.07	\$ 845.00	14	\$ 677.18	171.5	\$ 2,100.88	\$ -	\$ -	\$ 5,840.13
2/12/2015	Snow Removal	0	116	\$ 3,562.87	\$ 12,403.00	0	\$ -	7	\$ 85.75	\$ -	\$ -	\$ 16,051.62
2/14/2015	Snow	10	510.4	\$ 15,937.30	\$ 3,879.00	94	\$ 4,546.78	272.5	\$ 3,338.13	\$ -	\$ -	\$ 27,701.21
2/19/2015	Snow	4.5	99.4	\$ 3,015.16	\$ 2,064.00	84	\$ 4,063.08	161	\$ 1,972.25	\$ -	\$ -	\$ 11,114.49
2/19/2015	Snow Removal	0	56.5	\$ 1,793.04	\$ 4,430.00	0	\$ -	0	\$ -	\$ -	\$ -	\$ 6,223.04
2-21/22-15	Snow	3	126.6	\$ 3,671.68	\$ 1,811.00	131.5	\$ 6,360.66	64	\$ 784.00	\$ -	\$ -	\$ 12,627.34
							\$ -		\$ -	\$ -	\$ -	\$ -
		<b>107.75</b>	<b>6420.12</b>	<b>\$ 196,403.20</b>	<b>\$ 104,865.00</b>	<b>2442.55</b>	<b>\$ 118,146.58</b>	<b>3719.5</b>	<b>\$ 45,563.88</b>	<b>7000</b>	<b>\$ 511</b>	<b>\$ 465,489.65</b>
<b>Total FY15</b>											<b>\$</b>	<b>465,489.65</b>

**PLANNING BOARD APPROVED PROJECTS**

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Code	H = Homes	A = Apts.	C = Condos											
<b>Multi-Family:</b>														
Yacht Club	Portland Ave	A	19	0	19	12/23/2014	10/14/2014	Site	P14-45	24	104	12/23/2019	H	2.09
Bradley Commons	Central Ave	A	47	0	47		9/23/2014	Site	P14-34	27	2/3		H	5.17
First Street @ Garrison	First Street	A	32	32	0	6/12/2014	2/25/2014	Site	P14-03	6	3	6/12/2019	H	3.52
First Rate Realty	Silver/Central	A	16	16	0	9/24/2013	6/25/2013	Site	P13-20	12	28	9/24/2018	W	1.76
Field and Foster	Central Ave	A	18	18	0	2/11/2014	11/12/2013	2/13/2014	P13-60	3	42	2/11/2019	H	1.98
Cochecho Falls Mills	Central Ave	A	120	74	46	12/20/2011	11/28/2011	Site	P11-60	3	3	12/20/2015	H	13.2
Sherman School	School Street	C	48	0	48	9/27/2011	10/26/2010	Site	P10-39	3	10	9/27/2016	G	7.68
Paolini	Clancy Drive	C	12	12	0	1/9/2014	10/22/2013	Site	P13-37	I	12	1/9/2019	G	1.92
New Meadows Inc	Knox Marsh Rd	A	120	72	48	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
<b>Total: Multi-family</b>			<b>432</b>	<b>224</b>	<b>208</b>									<b>50.52</b>
<b>Subdivisions:</b>														
Kelly Brook Meadows	Old Stage Road	H	9	4	5	4/29/2014	3/25/2014	5/9/2014	P14-01	G	36	4/29/2019	W	3.33
Foster's Way	Fosters Dr	H	5	1	4	9/17/2014	12/17/2013		P13-49	L	89-1	9/17/2019	G	1.85
Kemen	Sixth St	H	1	0	1	4/29/2014	8/27/2013	5/1/2014	P13-43	B	1D	4/29/2019	H	0.37
Child's Subdivision	Childs Dr	H	20	8	12	4/9/2013	3/28/2013	3/29/2013	P12-20	N	8A-1	3/28/2018	H	7.4
Fresian Drive	Arch St	H	11	2	9	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	4.07
Tidewater Farm	Winterberry Dr	H	7	6	1	6/16/2011	4/26/2011	6/20/2011	P10-51	N	8	6/16/2016	H	2.59
Labrador Woods	Labrador Dr	H	9	6	3	7/19/2010	5/25/2010	7/19/2010	P10-19	A	51-9	7/19/2014	H	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.7
Harbor Hills	Shore Rd	H	16	12	4	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.92
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	G	3.33
Picnic Rock	Back River Rd	H	21	7	14	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	9	1	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Pacific/Nye	H	15	14	1	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	41	31	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
StoneCroft	Carriage Hill Ln	H	11	9	2	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	25	7	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Emerald Woods I & II	Emerald Ln	H	25	20	5	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	17	1	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2011	H	6.66
<b>Total: Single Family</b>			<b>305</b>	<b>196</b>	<b>109</b>									<b>112.85</b>
<b>TOTAL APPROVED UNITS</b>			<b>737</b>	<b>420</b>	<b>317</b>									<b>163</b>
<b>Elderly:</b>														
Pointe Place	Pointe Place	H	33	0	33		11/19/2014		P14-77	K	19		G	
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	62	55	7	7/2/2008	3/13/2007		P06-55	M	4	7/2/2011	G	
Arbor Woods	Cielo Dr	H	63	38	27	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
<b>Total: Elderly</b>			<b>158</b>	<b>93</b>	<b>67</b>									
<b>APPROVED + ELDERLY</b>			<b>895</b>	<b>513</b>	<b>384</b>									<b>163</b>

\* Built or permit issued and unit under construction

\*\* Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS  
 C:\Users\bessettec.DOVERNET\Desktop\CM Report\2015\2015.03.11\Copy of subdivisions feb '15

# Total Permits Issued: February 2015

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
14-311	THE STORAGE BARN, LLC	385	SIXTH STREET	CONST. AN OFFICE BLDG. & MNGRS AP	C	D	16	360000	3625
14-484	ACCESS SPORTS MEDICINE	19	WEBB PLACE	RENOV. VACANT SPACE FOR MEDICAL	C	D	2-A	125000	1275
15-008	PRIME CIRCLE, LLC	19	WEBB PLACE	INSTALL A ROOF ACCESS LADDER & G	C	D	2A	17000	195
15-017	JEWETT	24	CROSBY ROAD	RENO. INT. FOR LIGHT INDUSTRIAL TEN	I	G	31-3	5000	75
14-383	CLINE	29	BAKER STREET	RENOVATE/REMODEL TWO DWELLING	R	29	196	30000	325
14-390	HERON BAY PARTNERS	41	CIELO DRIVE	NEW CONST. SFD W/ATT. GARAGE	R	H	4-41	150000	1525
14-391	HERON BAY PARTNERS	43	CIELO DRIVE	NEW CONST. SFD W/ATT. GARAGE	R	H	4-43	140000	1425
14-428	HERON BAY PARTNERS, LLC	39	CIELO DRIVE	CONST. A ONE STORY SIDE SUNRM AD	R	H	4-39	10000	125
15-004	WHITNEY	15	NUTE ROAD	RENOV./REMODEL KITCHEN & BATHRO	R	L	8	65000	675
15-005	MONE, JR.	144	COURT STREET	INSTALL AN ACCESSORY DWLNG UNIT	R	21	11	18000	205
15-009	PAMPREEN	202	BACK ROAD	INT. RENO. OF THE 1ST & 2ND FLOORS	R	N	20C	12000	145
15-010	HODGKINS, JR.	177	SPUR ROAD	REPLACE INGROUND SWIMMING POOL	R	L	45E	50000	525
15-011	TULLIS	86	HIDDEN VALLEY DRIVE	INSTALL A INGROUND POOL	R	I	94C-5	22500	255
15-012	ALLAIRE	56	DURHAM ROAD	UNIT 42, FINISH SECTION OF BASEMENT	R	I	9B-42	4000	65
15-013	BEAUDIN	160	LITTLEWORTH ROAD	REMODEL MASTER BATHROOM	R	F	43-19	25000	275
15-014	RIVER VALLEY DEVELOPMEN	28	CHILDS DRIVE	NEW CONST. SFD W/ATT. GARAGE	R	N	8A-F	256000	2585
15-019	PELLETIER	277	WASHINGTON STREET	REPAIR/RESTORE A STORAGE SHED	R	10	23	11000	135
15-020	KELLER	12	GLADIOLA WAY	FNSH BSMnT FOR ADD. LIVING SPACE	R	A	28-1	30000	325
15-025	GAGNON	45	HOUGH STREET	UNIT C, REPAIR/RENO. A BATHRM	R	30	11	12000	145

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map Lot	Construction Value	Fee
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**Total Permits Issued:** 19

**Total Construction Value:** \$1,342,500.00

**Total Fees Collected:** \$13,905.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	1	Change of Use	0
Commercial Renovations	3	Commercial	1
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	3
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	4
Single Family Dwelling	3	Single Family Dwellings	4
Renovations Dwelling Unit	8	Accessory Dwelling Unit	1
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	1		
		<b>Total</b>	<b>13</b>

February 2015  
Purchase Order Report

DAC	PO Date	PO No.	Vendor Name	Amount
Executive	2/25/2015	201508116	CCMSI	\$5,217.28
Community Services Department	2/23/2015	201507972	STANLEY ELEVATOR COMPANY INC	\$5,282.56
City Finance Office	2/11/2015	201507696	EVERSOURCE ENERGY	\$5,338.12
Community Services Department	2/4/2015	201507454	HALL & ASSOCIATES, PLLC	\$5,363.03
Community Services Department	2/11/2015	201507655	BORDEN REMINGTON	\$5,409.81
Fire and Rescue	2/24/2015	201508108	STATE OF NH-DOT	\$5,515.87
Community Services Department	2/24/2015	201508076	URBAN TREE SERVICE	\$5,580.00
Community Services Department	2/25/2015	201508117	MICK CONSTRUCTION, INC.	\$5,720.00
Community Services Department	2/24/2015	201508071	NORTRAX EQUIPMENT COMPANY	\$7,388.56
Executive	2/23/2015	201507970	DELL MARKETING L.P.	\$7,498.90
City Finance Office	2/11/2015	201507697	EVERSOURCE ENERGY	\$7,639.03
Executive	2/5/2015	201507482	ESRI CORP.	\$7,700.00
City Finance Office	2/24/2015	201508080	UNITIL NH	\$7,798.72
Community Services Department	2/18/2015	201507878	MARTINEAU ELECTRIC, INC.	\$7,834.83
City Finance Office	2/9/2015	201507545	BAYRING COMMUNICATIONS	\$8,983.53
Community Services Department	2/24/2015	201508070	JP TOWLE CONSTRUCTION CORP	\$10,850.00
City Finance Office	2/4/2015	201507382	PUBLIC SERVICE CO OF NH-CITY	\$12,860.32
City Finance Office	2/11/2015	201507698	EVERSOURCE ENERGY	\$17,277.47
Community Services Department	2/18/2015	201507872	CITY OF DOVER-WATER~SEWER DEPT.	\$19,568.89
Executive	2/23/2015	201507981	JOHNSON CONTROLS, INC	\$19,682.00
City Finance Office	2/4/2015	201507383	SANTA BUCKLEY ENERGY	\$22,856.61
City Finance Office	2/11/2015	201507695	EVERSOURCE ENERGY	\$28,613.35
Recreation	2/11/2015	201507687	A YANKEE LINE, INC.	\$29,664.00
City Finance Office	2/25/2015	201508118	EVERSOURCE ENERGY	\$32,703.74

**City of Dover**  
**Bid Solicitation Report**  
**For February 2015**

3/4/2015

<b>Department Bid Number</b>	<b>Bid Date</b>	<b>Bid Due</b>	<b>Description</b>	<b>PO Notes</b>
Community Services B15032	02/09/2015	02/24/2015	Sand and Gravel	
Community Services B15033	02/09/2015	02/18/2015	Construction Equipment Rental	
Community Services Q15-019	02/09/2015	02/19/2015	Masonry Supplies	
Community Services B15048	02/17/2015	03/11/2015	John Deere Tractor, Loader, Snow Blower (or Equal)	

**City of Dover**  
**Bid Solicitation Report**  
**For February 2015**

3/4/2015

<b>Department</b>	<b>Bid Date</b>	<b>Bid Due</b>	<b>Description</b>	<b>PO Notes</b>
<b>Bid Number</b>				
Community Services B15046	02/17/2015	03/18/2015	Consultant for Pavement Condition Assessment and Asset Mapping	
Recreation Q15-021	02/17/2015	03/17/2015	Portable Toilet Rental and Cleaning Service	
Fire and Rescue B15049	02/19/2015	03/11/2015	One Ton Pick Up Truck	
Community Services B15030	02/19/2015	03/19/2015	Turf Treatment Services	

# City of Dover

## Revenues of Major Funds February 28, 2015

(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>
<b>REVENUES</b>								
1000 General Fund								
Taxes	\$ 71,224,707	\$ 510,789	\$ 37,191,796	52.0%	\$ 34,032,911	\$ -	\$ 34,032,911	(47.8)%
Licenses & Permits	4,829,480	377,504	3,470,043	72.0	1,359,437	-	1,359,437	28.1
Intergovernmental	2,100,826	101,400	1,765,113	84.0	335,713	-	335,713	16.0
Charges for Services	3,239,483	278,166	2,215,511	68.0	1,023,972	-	1,023,972	31.6
Miscellaneous Revenue	588,625	20,782	688,808	117.0	(100,183)	-	(100,183)	(17.0)
Education	12,585,100	184,283	7,080,361	56.0	5,504,739	-	5,504,739	43.7
Operating Transfers In	350,553	-	-	0.0	350,553	-	350,553	100.0
Sub-total : 1000 General Fund	\$ 94,918,774	\$ 1,472,926	\$ 52,411,632	55.0%	\$ 42,507,142	\$ -	\$ 42,507,142	44.8%
3213 Parking Activity Fund								
Licenses & Permits	\$ 96,120	\$ 6,167	\$ 57,350	60.0%	\$ 38,770	\$ -	\$ 38,770	40.3%
Parking Income	371,408	17,191	245,025	66.0%	126,384	-	126,384	34.0%
Parking Fines	160,408	15,122	100,739	63.0%	59,669	-	59,669	37.2%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 627,936	\$ 38,480	\$ 403,114	64.0%	\$ 224,822	\$ -	\$ 224,822	35.8%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,556	\$ -	\$ 6,986	73.0%	\$ 2,570	\$ -	\$ 2,570	26.9%
Charges for Services	930,000	54,477	624,882	67.0%	305,118	-	305,118	32.8%
Miscellaneous Revenue	0	102	446	0.0	(446)	-	(446)	0.0
Other Financing Sources	52,557	-	-	0.0	52,557	-	52,557	100.0
Sub-total : 3320 Residential Solid Waste	\$ 992,113	\$ 54,579	\$ 632,314	64.0%	\$ 359,799	\$ -	\$ 359,799	36.3%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 670,081	\$ 54,997	\$ 438,452	65.0%	\$ 231,629	\$ -	\$ 231,629	34.6%
Operating Transfers In	138,069	10,292	82,335	60.0	55,734	-	55,734	40.4
Sub-total : 3381 McConnell Center	\$ 808,150	\$ 65,289	\$ 520,787	64.0%	\$ 287,363	\$ -	\$ 287,363	35.6%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 366,855	\$ 19,542	\$ 239,339	65.0%	\$ 127,516	\$ -	\$ 127,516	34.8%
Miscellaneous Revenue	15,500	368	3,514	0.2	11,986	-	11,986	77.3
Operating Transfers In	15,500	-	1,405	9.0	14,095	-	14,095	90.9
Other Financing Sources	87,421	-	-	0.0	87,421	-	87,421	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 485,276	\$ 19,910	\$ 244,258	50.0%	\$ 241,018	\$ -	\$ 241,018	49.7%
5300 Water Fund								
Charges for Services	\$ 4,782,457	\$ 218,848	\$ 2,879,402	60.0%	\$ 1,903,055	\$ -	\$ 1,903,055	39.8%
Miscellaneous Revenue	70,500	6,354	61,964	88.0	8,536	-	8,536	12.1
Sub-total : 5300 Water Fund	\$ 4,852,957	\$ 225,201	\$ 2,941,366	61.0%	\$ 1,911,591	\$ -	\$ 1,911,591	39.4%
5320 Sewer Fund								
Intergovernmental	\$ 5,688	\$ -	\$ -	0.0%	\$ 5,688	\$ -	\$ 5,688	100.0%
Charges for Services	6,153,201	298,277	3,395,354	55.0	2,757,847	-	2,757,847	44.8
Miscellaneous Revenue	59,414	9,298	56,917	96.0	2,497	-	2,497	4.2
Other Financing Sources	942,687	-	-	0.0	942,687	-	942,687	100.0
Sub-total : 5320 Sewer Fund	\$ 7,160,990	\$ 307,575	\$ 3,452,271	48.0%	\$ 3,708,719	\$ -	\$ 3,708,719	51.8%
6100 Dovernet Fund								
Charges for Services	\$ 544,113	\$ 95,929	\$ 334,291	61.0%	\$ 209,822	\$ -	\$ 209,822	38.6%
Miscellaneous Revenue	25,000	25,000	25,000	1.0	-	-	-	0.0
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	\$ 120,929	\$ 359,291	56.0%	\$ 285,111	\$ -	\$ 285,111	44.2%

# City of Dover

## Revenues of Major Funds February 28, 2015

(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>
<b>REVENUES</b>								
<b>Total : REVENUES</b>	\$ 110,490,598	\$ 2,304,888	\$ 60,965,034	55.0%	\$ 49,525,564	\$ -	\$ 49,525,564	44.8%

# City of Dover

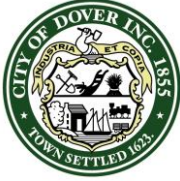
## Expenditures of Major Funds February 28, 2015 (General Fund Includes County, School and Debt Service)

	<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>
<b>EXPENDITURES</b>								
1000 General Fund								
City Council	\$ 372,192	\$ 15,736	\$ 271,274	73.0%	\$ 100,918	\$ 85,983	\$ 14,935	4.0%
Executive	810,105	54,001	637,969	79.0	172,136	133,606	38,530	4.8
Finance	1,632,713	108,470	1,034,875	63.0	597,838	382,333	215,505	13.2
Planning	512,334	34,054	312,599	61.0	199,735	102,419	97,316	19.0
Misc General Government	1,184,962	56,641	369,603	31.0	815,359	105,336	710,023	59.9
Police	7,420,749	516,067	4,723,460	64.0	2,697,289	1,507,367	1,189,923	16.0
Fire & Rescue	7,502,246	544,795	4,961,451	66.0	2,540,795	1,263,950	1,276,845	17.0
Community Service Public Works	6,036,576	561,796	3,563,407	59.0	2,473,169	1,306,050	1,167,119	19.3
Recreation	2,073,584	150,725	1,264,091	61.0	809,493	213,216	596,277	28.8
Public Library	1,109,966	81,241	685,535	62.0	424,431	252,061	172,370	15.5
Public Welfare	843,870	43,794	465,241	55.0	378,629	67,296	311,333	36.9
Debt Service	10,118,839	-	357,879	4.0	9,760,960	8,417,336	1,343,623	13.3
Other Financing Sources/Uses	3,006,318	119,143	1,528,143	51.0	1,478,175	-	1,478,175	49.2
School	44,236,755	3,322,073	25,624,536	58.0	18,612,219	17,510,576	1,101,643	2.5
Intergovernmental	8,057,565	-	8,057,565	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 94,918,774	\$ 5,608,534	\$ 53,857,628	56.7%	\$ 41,061,146	\$ 31,347,528	\$ 9,713,618	10.2%
3213 Parking Activity Fund								
Police	\$ 627,936	\$ 35,322	\$ 294,539	47.0%	\$ 333,397	\$ 164,943	\$ 168,454	26.8%
Sub-total : 3213 Parking Activity Fund	\$ 627,936	\$ 35,322	\$ 294,539	46.9%	\$ 333,397	\$ 164,943	\$ 168,454	26.8%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,097,856	\$ 78,649	\$ 533,738	49.0%	\$ 564,119	\$ 410,084	\$ 154,035	14.0%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,097,856	\$ 78,649	\$ 533,738	48.6%	\$ 564,119	\$ 410,084	\$ 154,035	14.0%
3381 McConnell Center Fund								
Recreation	\$ 808,150	\$ 33,476	\$ 221,260	27.0%	\$ 586,890	\$ 469,446	\$ 117,444	14.5%
Sub-total : 3381 McConnell Center Fund	\$ 808,150	\$ 33,476	\$ 221,260	27.4%	\$ 586,890	\$ 469,446	\$ 117,444	14.5%
3410 Recreation Special Revenue Fund								
Recreation	\$ 485,276	\$ 52,203	\$ 284,370	59.0%	\$ 200,906	\$ 29,583	\$ 171,323	35.3%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 485,276	\$ 52,203	\$ 284,370	58.6%	\$ 200,906	\$ 29,583	\$ 171,323	35.3%
5300 Water Fund								
Community Service Public Works	\$ 4,870,339	\$ 263,497	\$ 2,933,384	60.0%	\$ 1,936,955	\$ 610,119	\$ 1,326,836	27.2%
Sub-total : 5300 Water Fund	\$ 4,870,339	\$ 263,497	\$ 2,933,384	60.2%	\$ 1,936,955	\$ 610,119	\$ 1,326,836	27.2%
5320 Sewer Fund								
Community Service Public Works	\$ 7,252,711	\$ 394,361	\$ 4,150,661	57.0%	\$ 3,102,050	\$ 865,640	\$ 2,236,410	30.8%
Sub-total : 5320 Sewer Fund	\$ 7,252,711	\$ 394,361	\$ 4,150,661	57.2%	\$ 3,102,050	\$ 865,640	\$ 2,236,410	30.8%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 656,958	\$ 29,028	\$ 304,248	46.0%	\$ 352,709	\$ 112,047	\$ 240,662	36.6%
Sub-total : 6100 Dovernet Fund	\$ 656,958	\$ 29,028	\$ 304,248	46.3%	\$ 352,709	\$ 112,047	\$ 240,662	36.6%
<b>Total : EXPENDITURES</b>	<b>\$ 110,717,999</b>	<b>\$ 6,495,071</b>	<b>\$ 62,579,828</b>	<b>56.5%</b>	<b>\$ 48,138,171</b>	<b>\$ 34,009,389</b>	<b>\$ 14,128,782</b>	<b>12.8%</b>

# City of Dover

**Arena - General Fund**  
**Revenue & Expenditure Report**  
(Including Arena Debt Service attributed to the General Fund)  
**February 28, 2015**

	<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>
<b>Revenue</b>	1,294,907	156,958	965,621	74.6	329,286	0	329,286	25.4
<b>Expenditures</b>	948,232	85,306	605,881	63.9	342,351	96,362	245,989	25.9
<b>Debt Service</b>								
<b>Principal</b>	265,063	0	24,042	9.1	241,020	0	241,020	90.9
<b>Interest</b>	70,759	0	4,478	6.3	66,281	0	66,281	93.7
	<b>10,853</b>	<b>71,652</b>	<b>331,220</b>	<b>3,051.9</b>	<b>(320,367)</b>	<b>(96,362)</b>	<b>(224,005)</b>	<b>(2,064.0)</b>



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, February 25, 2015**  
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**

Councilor Cheney led the Pledge of Allegiance.

### **4. ROLL CALL ATTENDANCE**

**Present:** Mayor Weston, Councilor Cheney, Councilor Gagnon, Councilor Garrison, Councilor Hooper, Councilor O'Connor, and Councilor Thibodeaux.

**Absent:** Deputy Mayor Carrier and Councilor McManus.

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

### **5. PROCLAMATIONS/AWARDS**

### **6. APPROVAL OF AGENDA**

Councilor Hooper moved to add the School Board Report.

Councilor Gagnon moved to add the Police and Parking Facility Building Committee Report.

Councilor Cheney moved to add the Ordinance Committee Report and Legislative Liaison Report.

Councilor Garrison moved to accept the agenda as amended; seconded by Councilor Thibodeaux.

Vote: 7/0.

### **7. PUBLIC HEARINGS**

#### **A. CHAPTER 5, SECTION 23 – DOWNTOWN DOVER TAX INCREMENT FINANCE ADVISORY BOARD**

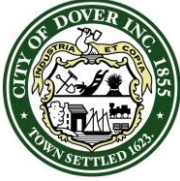
SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER AND COUNCILOR CHENEY

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

#### **B. CHAPTER 5, SECTION 24 – WATERFRONT TAX INCREMENT FINANCE ADVISORY BOARD**

SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER AND 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, February 25, 2015**  
Meeting Time: **7:00 pm**

### **D. CHAPTER 166, SECTION 47 – TOLEND ROAD WEIGHT LIMIT SPONSORED BY MAYOR WESTON BY REQUEST**

**Jeffrey Brissette, 11 Fieldstone Drive:** He requested a time limit to this Ordinance.

**Donald Medbery, 3 Covered Bridge Lane:** He spoke about the City Manager's performance.

Councilor Hooper called for a point of order stating this was a public hearing for Tolend Road. Mayor Weston asked the speaker to refrain his comments to Tolend Road.

Mr. Medbery talked about the conditions of Tolend and the problems with the contract.

Mayor Weston interrupted Mr. Medbery and said the public hearing is on the weight limit.

Mr. Medbery spoke about the importance of the weight limit. He said it's something that shouldn't be discussed. The contractor is responsible and due diligence should have been followed. He said he felt the City should conduct a forensic audit on this project.

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

### **E. ADVANCED REFUNDING FOR CITY OF DOVER JUNE 2006 AND JUNE 2007 GENERAL OBLIGATION BONDS AND AUTHORIZATION TO ISSUE REFUNDING BONDS (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL, WITH A COUNCIL VOTE TO OCCUR ON MARCH 11, 2015) SPONSORED BY MAYOR WESTON BY REQUEST**

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

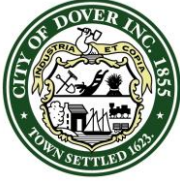
## **8. CITIZEN'S FORUM**

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

**Jeffrey Brissette, 11 Fieldstone Drive:** He spoke about the Tolend Road and the proposed change order.

**Donald Medbery, 3 Covered Bridge Lane:** He agreed with Mr. Brissette's comments. He spoke about why the process for the Tolend Road construction project wasn't adhered to.

**Michael Russo, 33 Samuel Hanson Avenue:** He spoke about the cost of the new High School project, and asked that the citizens be able to vote on spending this money. He asked the City Manager for the total debt the City is carrying. He also asked the City Manager how much interest is the City collecting on the Fund Balance of \$14 million and if it could be invested in a mutual fund.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, February 25, 2015**  
Meeting Time: **7:00 pm**

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

### 9. CITY MANAGER'S REPORT

City Manager Joyal reminded residents for the need to remove snow from roofs, and the danger from icicles. He said the property owners are responsible to remove icicles. He spoke about melting of snow and said pothole season is now upon us, and asked citizens to be careful. He said there is a pothole hotline and asked citizens to let the City know about potholes. He said he was recommending the reappointment of Marjorie Briand to the Dover Housing Authority. He addressed the Citizen's Forum questions. He said the City's debt is approximately \$115 million. He spoke about the interest on the \$14 million and explained the function of the Fund Balance. He listed the professional developments of City staff.

Councilor Cheney said she wouldn't be voting on the City Manager's Report, because she felt he was not granted the authority to appoint to the Dover Housing Authority under NH State law.

Mayor Weston asked about the Fund Balance and how low it has gotten.

City Manager Joyal said they have gotten as low as a few hundred thousands, which wouldn't cover a week's worth of vendor payments.

Councilor Garrison moved to accept the City Manager's Report; seconded by Councilor Gagnon.

Vote: 6/0; Passed. Councilor Cheney abstained.

### 10. APPROVAL OF MINUTES

**A. February 11, 2015 – Workshop Session**

**B. February 11, 2015 – Regular Meeting**

Councilor Cheney referred to Page 10/10 on the February 11, 2015 Regular Meeting Minutes, and moved to strike "There was consensus."

Vote: 7/0.

Councilor Gagnon moved to approve the minutes as amended; seconded by Councilor Garrison.

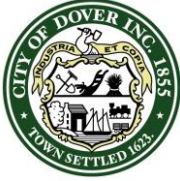
Vote: 7/0.

### 11. MAYOR'S REPORT

Mayor Weston said she judged the Young Inventors at the Woodman Park Elementary School. She attended the USS Norfolk tour.

Councilor O'Connor moved to accept the Mayor's Report; seconded by Councilor Thibodeaux.

Vote: 7/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, February 25, 2015**  
Meeting Time: **7:00 pm**

### 12. UNFINISHED BUSINESS

#### A. ORDINANCES IN THE 2<sup>nd</sup> READING

##### 1. CHAPTER 5, SECTION 23 – DOWNTOWN DOVER TAX INCREMENT FINANCE ADVISORY BOARD

SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER AND COUNCILOR CHENEY

Councilor Cheney gave an overview of the Ordinance to the Council.

City Manager Joyal said under General Provisions in Chapter 5 there is a provision that states that all members shall be residents with any exceptions being approved by the City Council. He said there is also a provision for staggering of terms for new boards.

Councilor Cheney moved to add at the end of Paragraph A, “All members shall be residents of Dover.”; seconded by Councilor Gagnon.

Vote: 4/3; Passed. Councilors Garrison, Hooper, and Thibodeaux were opposed.

City Manager Joyal said he didn’t want to confuse the Council, but at the last meeting the Council voted to remove the wording at the last meeting, but he noticed that the language is still in Chapter 5.

General Legal Blenkinsop explained the error in the Ordinance.

Roll Call Vote: 4/3; Passed. Councilors Garrison, Hooper and Thibodeaux were opposed.

##### 2. CHAPTER 5, SECTION 24 – WATERFRONT TAX INCREMENT FINANCE ADVISORY BOARD

SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER AND COUNCILOR CHENEY

Councilor O’Connor moved for its adoption; seconded by Councilor Cheney.

Councilor Cheney moved to add at the end of Paragraph A, “All members shall be residents of Dover.”; seconded by Councilor Gagnon.

Vote: 4/3; Passed. Councilors Garrison, Hooper, and Thibodeaux were opposed.

Mayor Weston asked for a roll call vote.

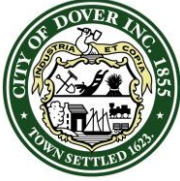
Roll Call Vote: 4/3; Passed. Councilors Garrison, Hooper, and Thibodeaux were opposed.

##### 3. CHAPTER 166, SECTION 47 – TOLEND ROAD WEIGHT LIMIT SPONSORED BY MAYOR WESTON BY REQUEST

Councilor O’Connor moved to substitute as a whole; seconded by Councilor Cheney.

Councilor Cheney gave an overview of the substituted Ordinance to the Council.

Vote: 7/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, February 25, 2015**  
Meeting Time: **7:00 pm**

Councilor Gagnon recused himself from the discussion and vote.

Councilor Cheney moved for its adoption; seconded by Councilor Garrison.  
Councilor Cheney said she was concerned that there wasn't an end date.  
City Manager Joyal explained he didn't want an end date because he couldn't guarantee when the work to fix the road will be completed.  
Roll Call Vote: 6/0.

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

### **C. RESOLUTIONS**

- 1. REPROGRAM AUTHORIZATION FOR WILLAND POND WATER MAIN IMPROVEMENT FISCAL YEAR 2014 CAPITAL IMPROVEMENTS PROGRAM (CIP) PROJECT TO WATER SYSTEM FACILITIES UPGRADE PROJECT AND AUTHORIZE PARTICIPATION IN DRINKING WATER STATE REVOLVING FUND (DWSRF) PROGRAM (REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL) SPONSORED BY MAYOR KAREN WESTON BY REQUEST**

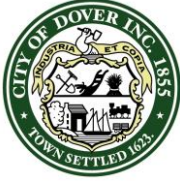
Councilor O'Connor moved for its adoption; seconded by Councilor Thibodeaux.  
Deputy City Manager Steele gave an overview of resolution to the Council.  
Roll Call Vote: 7/0.

- 2. ADDITIONAL APPROPRIATION FOR WATER SYSTEM FACILITIES UPGRADE AND AUTHORIZATION FOR PARTICIPATION IN DRINKING WATER STATE REVOLVING FUND (DWSRF) PROGRAM (REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL) SPONSORED BY MAYOR KAREN WESTON BY REQUEST**

Councilor O'Connor moved for its adoption; seconded by Councilor Hooper.  
City Manager Joyal gave an overview of resolution to the Council.  
Roll Call Vote: 7/0.

- 3. AMENDMENT TO FISCAL YEAR 2015 FEE SCHEDULE – UPDATED RESIDENT PARKING PASS PROGRAM (REQUIRES A 2/3 MAJORITY OF THE CITY COUNCIL) SPONSORED BY MAYOR WESTON BY REQUEST**

Councilor O'Connor moved for its adoption; seconded by Councilor Garrison.  
Mayor Weston asked the Council to vote this down, because there will be a new resolution at the next regular meeting.  
Roll Call Vote: 0/7; Failed.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, February 25, 2015**  
Meeting Time: **7:00 pm**

### 13. NEW BUSINESS

#### A. CONSENT CALENDAR

1. **RAFFLE – Greater Dover Chamber of Commerce**
2. **BLOCK PARTY – 7<sup>th</sup> Settlement Brewery**
3. **BLOCK PARTY – SIX03 Endurance**
4. **ROAD RACE – SIX03 Endurance**
5. **ROAD RACE: Dover Main Street**
6. **ROAD RACE: Moms on the Run**
  
7. **RESOLUTION: B08043 SEBAGO TECHNICS ADDITIONAL SCOPE OF TRAFFIC SIGNAL PROGRAM**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
8. **RESOLUTION: B12073 COCHECO PUMP STATION GENERATOR AND VAULT REPLACEMENT**  
SPONSORED BY MAYOR WESTON BY REQUEST
  
9. **WENTWORTH-DOUGLASS HOSPITAL ELECTROCARDIOGRAM MONITORING AND DEFIBRILLATION EQUIPMENT**  
SPONSORED BY MAYOR WESTON BY REQUEST

#### COMMITTEE REPORTS

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

Councilor O'Connor moved for the adoption of the Consent Calendar; seconded by Councilor Gagnon.

Mayor Weston asked the Council if they had items they would like pulled for further discussion.

Councilor Hooper asked to pull the School Board Report.

Councilor Cheney asked to pull the Legislative Liaison Report and Ordinance Committee Report.

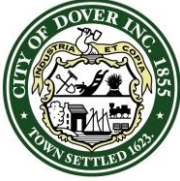
Councilor Gagnon asked to pull the Police and Parking Facility Building Committee Report.

Mayor Weston pulled Item #13.A.9.

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

Roll Call Vote: 7/0.

Mayor Weston said she pulled Item #13.A.9., because she wanted to recognize Wentworth-Douglass Hospital. She asked Fire Department Chief Driscoll to speak to the Council.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, February 25, 2015**  
Meeting Time: **7:00 pm**

Chief Driscoll addressed the Council regarding the importance of this equipment and how the hospital donated the money to the City to purchase the equipment and training on the use of it.

Councilor Garrison moved for its adoption; seconded by Councilor Gagnon.  
Roll Call Vote: 7/0.

Councilor Hooper gave an overview of the School Board Report to the Council.  
Councilor Hooper moved to accept the School Board Report; seconded by Councilor Gagnon.  
Vote: 7/0.

Councilor Cheney gave an overview of the Legislative Liaison Report to the Council.  
Councilor Gagnon moved to accept the Legislative Liaison Report; seconded by Councilor Cheney.  
Vote: 7/0.

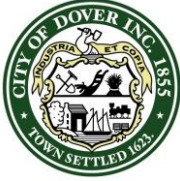
Councilor Cheney gave an overview of the Ordinance Committee Report to the Council.  
Councilor Thibodeaux moved to accept the Ordinance Committee Report; seconded by Councilor Gagnon.  
Vote: 7/0.

Councilor Gagnon read Deputy Mayor Carrier's Police and Parking Facility Building Committee Report to the Council.  
Councilor Cheney moved to accept the Police and Parking Facility Building Committee Report; seconded by Councilor Hooper.  
Vote: 7/0.

### **B. RESOLUTIONS**

- 1. 2014-2015 PROCEDURAL RULES CHANGE – COUNCIL MEETINGS  
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL, WITH A VOTE  
OCCURRING ON MARCH 11, 2015)  
SPONSORED BY COUNCILOR GARRISON**

Councilor O'Connor moved to refer to a City Council vote on March 11, 2014; seconded by Councilor Garrison.  
Councilor Garrison gave an overview of the resolution to the Council.  
Vote: 7/0.



**CITY OF DOVER**

## CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, Council Chambers**  
Meeting Date: **Wednesday, February 25, 2015**  
Meeting Time: **7:00 pm**

### **C. ORDINANCES IN 1ST READING**

**1. CHAPTER 166, SECTION 56 – NO PARKING ANYTIME – WOODMAN INSTITUTE  
– SUMMER STREET  
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 11, 2015)  
SPONSORED BY MAYOR WESTON BY REQUEST**

Councilor O'Connor moved to refer to a public hearing on March 11, 2015; seconded by Councilor Cheney.  
Vote: 7/0.

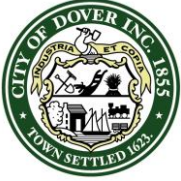
#### **14. COUNCIL CORRESPONDENCE**

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

Mayor Weston asked for a Council vote to release the General Legal Counsel's legal opinion regarding the Waterfront Development; seconded by Councilor Cheney.  
Vote: 7/0.

#### **16. ADJOURNMENT**

Councilor O'Connor moved to adjourn; seconded by Councilor Thibodeaux.  
Vote: 7/0.



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

**Agenda Item#: 12.A.1.**

Ordinance Number: **O-2015.02.25 - 009**  
Ordinance Title: Vehicles and Traffic  
Chapter: 166  
Section: 56

The City of Dover Ordains:

**1. PURPOSE**

The purpose of this ordinance is to amend 166-56 SCHEDULE I: No Parking at Any Time to create three (3) parking spaces for use ONLY by visitors to the Woodman Institute when the museum is open.

**2. AMENDMENT**

Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-56 SCHEDULE I: No Parking at Any Time as follows:

**STREET**

Summer Street

**LOCATION**

Northerly side from the intersection with Central Avenue westerly for 120 feet except for visitors to the Woodman Institute during the hours when the Woodman Institute is open for the season

**3. TAKES EFFECT**

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

**NEEDS PUBLIC HEARING**

### AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch  
Finance Director

Sponsored by:

Mayor Karen Weston  
By request

Approved as to Legal  
Form and Compliance:

Anthony Blenkinsop  
General Legal Counsel

Recorded by:

Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - ORDINANCE

**Agenda Item#: 12.A.1.**

Ordinance Number: **O-2015.02.25 - 009**  
Ordinance Title: Vehicles and Traffic  
Chapter: 166  
Section: 56

### 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.		

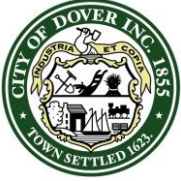
### ORDINANCE BACKGROUND MATERIAL:

Thom Hindle, a trustee of the Woodman Institute, attended the May, 2014 Parking Commission meeting. He addressed concerns about construction workers from the Tuttle Square project taking up much of the area parking, making it difficult for visitors to the museum to find parking. The Parking Commission voted to ask the Chief of Police to authorize a temporary parking restriction that designated three parking spaces on the northerly side of Summer Street for museum visitors only, until the construction was completed. This temporary change was enacted under the authority of 166-3.B.

At the October, 2014 Parking Commission meeting, Thom Hindle reported back that the temporary restriction worked out very well and requested it become permanent. Although the construction workers were no longer in the area, the residents from Tuttle Square and other nearby residences would most likely continue the problem. The Parking Commission voted to move the three spaces to Central Avenue to avoid any conflicts with Wadleigh House visitors and potential problems if Summer Street were to be restricted to parking on only one side due to the limited road width near Central Avenue.

At the request of the Parking Commission, the Traffic Advisory Commission reviewed the parking situation in the area relative to the limited width of Summer Street near Central Avenue. TAC did not recommend any changes.

The original Parking Commission recommendation to put the spaces on Central Avenue was rejected by the City Council at their February 11, 2015 meeting. The Parking Manager was directed to create an ordinance amendment that would put the spaces on the northerly side of Summer Street.



**CITY OF DOVER**

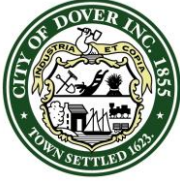
## CITY OF DOVER - ORDINANCE

**Agenda Item#: 12.A.1.**

Ordinance Number: **O-2015.02.25 - 009**  
Ordinance Title: Vehicles and Traffic  
Chapter: 166  
Section: 56

Currently the museum is open from 10:00 a.m. to 4:00 p.m.; Wednesday through Sunday, from April through November. The wording of the restriction was purposely written to coincide with the hours of operation to avoid the need to return to City Council for a minor change in operating hours. Signs will be posted that indicate the hours of the restriction that match the museum hours.

120 feet encompasses the area from Central Avenue to the back entrance of the museum.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2015.02.25 – 022**  
Resolution Re: **2014-2015 City Council Procedural Rules Change – Council Meetings**

WHEREAS: Section IV.B.iv of the 2014-2015 City Council Procedural Rules regarding the City Council meeting schedule provides that all Council meetings shall conclude by 10:30 p.m. unless Council Members take appropriate action to extend the meeting beyond the deadline...; and

WHEREAS: Council Members have requested that Section IV.B.iv be removed, as the Council often votes to extend meetings past 10:30 p.m.

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

That **Section IV.B** of the 2014-2015 City Council Procedural Rules currently reads as follows:

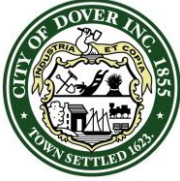
### B. Schedule

- i. Regular and Workshop Meetings - typically will be scheduled for Wednesday evenings to begin at 7:00 p.m. Earlier start times may occur depending on the anticipated length of time necessary to complete an agenda.
  - a. Regular Meetings will typically be held on the 2nd and 4th Wednesday of each month.
  - b. Workshop meetings will typically be held on the 1st Wednesday of each month.
- ii. Non-Public Meetings and Executive Sessions - typically will be scheduled to begin prior to starting a Regular or Workshop meeting on Wednesday evenings.
- iii. On occasion, Council meetings may be scheduled to start or continue on other than Wednesday evenings as particular needs may arise.
- iv. All Council meetings shall conclude by 10:30 p.m. unless Council Members take appropriate action to extend the meeting beyond the deadline Items on the agenda not completed shall be continued to another date and time certain but no later than the date of the next Regular Meeting.
- v. Cancellation or Postponement - The City Clerk will notify Council Members by both e-mail and telephone upon determination of a meeting cancellation or postponement.
  - a. The Mayor, Deputy Mayor and City Manager shall confer and determine if insufficient business or other non-urgent matter warrants postponement or cancellation of a scheduled Council meeting.
  - b. The Mayor and City Manager shall determine if inclement weather or other emergency warrants postponement or cancellation of a scheduled Council meeting,

That **Section IV.B** of the 2014-2015 City Council Procedural Rules shall be amended to read as follows:

### B. Schedule

- i. Regular and Workshop Meetings - typically will be scheduled for Wednesday evenings to begin at 7:00 p.m. Earlier start times may occur depending on the anticipated length of time necessary to complete an agenda.
  - a. Regular Meetings will typically be held on the 2nd and 4th Wednesday of each month.
  - b. Workshop meetings will typically be held on the 1st Wednesday of each month.
- ii. Non-Public Meetings and Executive Sessions - typically will be scheduled to begin prior to starting a Regular or Workshop meeting on Wednesday evenings.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2015.02.25 – 022**  
Resolution Re: **2014-2015 City Council Procedural Rules Change – Council Meetings**

- iii. On occasion, Council meetings may be scheduled to start or continue on other than Wednesday evenings as particular needs may arise.
- ~~iv. All Council meetings shall conclude by 10:30 p.m. unless Council Members take appropriate action to extend the meeting beyond the deadline. Items on the agenda not completed shall be continued to another date and time certain but no later than the date of the next Regular Meeting.~~
- iv. Cancellation or Postponement - The City Clerk will notify Council Members by both e-mail and telephone upon determination of a meeting cancellation or postponement.
  - a. The Mayor, Deputy Mayor and City Manager shall confer and determine if insufficient business or other non-urgent matter warrants postponement or cancellation of a scheduled Council meeting.
  - b. The Mayor and City Manager shall determine if inclement weather or other emergency warrants postponement or cancellation of a scheduled Council meeting,

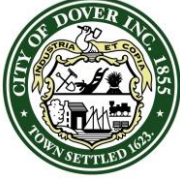
**REQUIRES 2/3 MAJORITY VOTE OF THE CITY COUNCIL TO BE VOTED UPON AT THE NEXT REGULAR MEETING.**

### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch                      Sponsored by:              Councilor William Garrison, III  
Finance Director

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 – 2015.02.25 – 022**  
Resolution Re: **2014-2015 City Council Procedural Rules Change – Council Meetings**

### DOCUMENT HISTORY:

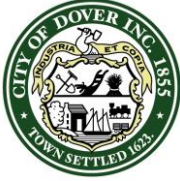
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

### DOCUMENT ACTIONS:

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

### RESOLUTION BACKGROUND MATERIAL:

Reason for this change is to remove the meeting time limitation.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2015.02.11 – 018**  
Resolution Re: **Advanced Refunding for City of Dover June 2006 and June 2007 General Obligation Bonds and Authorization to Issue Refunding Bonds**

WHEREAS: The City of Dover issued \$22,348,000 of General Obligation Bonds in June 2006 and issued \$20,646,000 of General Obligation Bonds in June 2007, both issues to finance public improvements; and

WHEREAS: The City, through financial advisors Public Financial Management, has estimated that an advanced refunding of the June 2006 and June 2007 bonds would result in significant budgetary savings for the City of Dover; and

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

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

In accordance with the City Charter and the New Hampshire Municipal Finance Act (RSA Chapter 33) and any other enabling authority, hereby authorize the issuance and sale of general obligation refunding bonds of the City of Dover in a principal amount not to exceed of \$23,000,000 required for the purpose of paying the principal and interest of and any redemption premium on outstanding City of Dover June 2006 and June 2007 General Obligation Bonds in order to achieve debt service savings. The full faith and credit of the City is hereby pledged for the principal and interest on said refunding bonds. The refunding bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the refunding bonds.

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

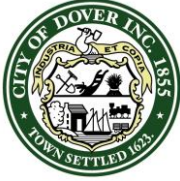
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

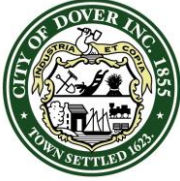
Resolution Number: **R – 2015.02.11 – 018**  
 Resolution Re: **Advanced Refunding for City of Dover June 2006 and June 2007 General Obligation Bonds and Authorization to Issue Refunding Bonds**

### 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#: 12.C.2.

Resolution Number: **R – 2015.02.11 – 018**  
Resolution Re: **Advanced Refunding for City of Dover June 2006 and June 2007 General Obligation Bonds and Authorization to Issue Refunding Bonds**

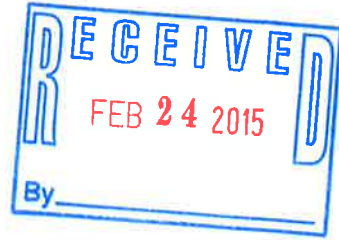
### RESOLUTION BACKGROUND MATERIAL:

In June 2006 the City of Dover issued \$22,348,000 in General Obligation Bonds to finance public capital improvements. In June 2007 the City of Dover issued \$20,646,000 in General Obligation Bonds to finance public capital improvements

Public Financial Management, the financial advisors that coordinate our bond sales, provided calculations for the refunding of the 2006 and 2007 bonds. By moving now to refund these bonds and therefore benefit from current low market rates, the General, Water and Sewer Funds can realize a total estimated savings of \$1.7 million over the next 12 years. The annual savings in debt service is estimated at approximately \$170,000 through the remaining life of the bonds.

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

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



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: Great Bay Figure Skating Club
Federal Tax ID number for Organization: 22-7430844

Check (✓) Nature of Organization:

Religious \_\_\_\_\_, Educational \_\_\_\_\_, Charitable \_\_\_\_\_, Civic \_\_\_\_\_, Sports ✓, Veterans \_\_\_\_\_, Fraternal or Political \_\_\_\_\_, Other \_\_\_\_\_
(Describe) ice skating club - 50/50 raffle at year end show
Contact Person: Karen Benedetti Day Time Telephone: 603-988-7364
Address: 119 Co Honorwood Drive Dover Email k.benedetti@comcast.net
Purpose of Permit: 50/50 raffle at skating show
Date of Event: 4/18/15 Specific Time: 12 noon
Location of Event: Dover Ice Arena - 110 Portland Ave Dover

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: 50% of money collected
Cost of Ticket: \$1 Date of Drawing: 4/18/15
Place of Drawing: Dover Ice Arena - 110 Portland Ave Dover

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

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

PARADE PERMITS & BLOCK PARTIES ONLY

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

Police Department Parade Route/Block Party Approval Signature: \_\_\_\_\_
Printed Name: \_\_\_\_\_ Check Here If Parade Route Is Attached: \_\_\_\_\_

ROAD TOLL ONLY

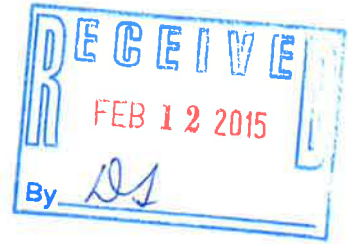
\*\*\*NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

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

Licensing Board Approval [Signature] Active Date: 2/25/15

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: [Signature] DATE: 2/20/15
President - Great Bay FSC



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: Greater Dover Chamber of Commerce Federal Tax ID number for Organization: 02-0127246

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

Contact Person: Ryan Queenan Day Time Telephone: 603-742-2218 Address: 550 Central Ave Dover NH Email ryan@dovernh.org Purpose of Permit: Hold raffles throughout Cochecho Arts Festival Date of Event: Tues/Wed/Fri 7/10-8/21 Specific Time: \_\_\_\_\_ Location of Event: Henry Lab Park

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: Various sponsor donated items Cost of Ticket: \$1.00 Date of Drawing: Tues/Wed/Friday 7/10-8/21 Place of Drawing: Henry Lab Park

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

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

PARADE PERMITS & BLOCK PARTIES ONLY

PARTIES ONLY

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

ROAD TOLL ONLY

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

Licensing Board Approval [Signature] Acting Date: 2/26/15

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: [Signature] DATE: 2/12/15



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

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

Organization Name: maine Coast Runners Flyball Team
Federal Tax ID number for Organization: 501-C-3

Check (v) Nature of Organization:

Religious \_\_\_\_, Educational \_\_\_\_, Charitable v, Civic X, Sports \_\_\_\_, Veterans \_\_\_\_, Fraternal or Political \_\_\_\_, Other \_\_
Ms. Shirley M. Rand
1424 Littlefield Rd.
Wells, ME 04090
Day Time Telephone: 1-207-646-3472
Email: srand@maine.cr.com

Purpose of Permit: to hold a raffle at the ice arena during flyball tournament.
Date of Event: April 11 & 12 Specific Time: 8 a.m. - 3 p.m.
Location of Event: Dover Ice Arena

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: Variety
Cost of Ticket: \$1 per ticket Date of Drawing: both days
Place of Drawing: Dover Ice Arena (we have been there 12 years)

\* 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

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PARADE PERMITS & BLOCK PARTIES ONLY

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Police Department Parade Route/Block Party Approval Signature:
Printed Name: Check Here If Parade Route Is Attached:

ROAD TOLL ONLY

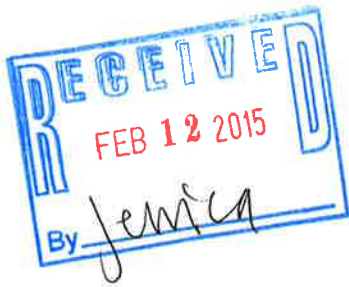
\*\*\*NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT

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

Licensing Board Approval [Signature] -ACTING Date: 2/20/15

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: Shirley Rand DATE: 2-16-2015



PERMIT APPLICATION  
CITY OF DOVER, NEW HAMPSHIRE

Check(  ) the type of application:

RAFFLE\* , TAG\* , BLOCK PARTY\*\* ,

Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: St. Mary Academy  
Federal Tax ID number for Organization: \_\_\_\_\_

Check (  ) Nature of Organization:

Religious , Educational , Charitable , Civic , Sports , Veterans , Fraternal or Political , Other   
(Describe) Catholic School

Contact Person: Kristin St. Hilaire Day Time Telephone: 742-3299

Address: 222 Central ave Email ksthilaire@stmaryacademy.org

Purpose of Permit: 50/50 Raffle

Date of Event: 3/11 + 3/12 Specific Time: 10:30 pm

Location of Event: St. Mary Academy

\*\*\*\*\*RAFFLE / TAG PERMITS\*\*\*\*\*

Prize (s) To Be Awarded: 50% awarded to winner

Cost of Ticket: \$5 a foot of tick Date of Drawing: 3/11 + 3/12

Place of Drawing: St. Mary Academy

\* 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>

\*\*\*\*\*BLOCK PARTY PERMITS\*\*\*\*\*

\*\*NOTICE TO BLOCK PARTY APPLICANTS: STREET CLOSURES, TRAFFIC DETOURS, AND/OR PARKING RESTRICTIONS MUST BE ARRANGED WITH THE POLICE DEPARTMENT

Block Party Location (attach map if more than one street is affected): \_\_\_\_\_

Police Department Block Party Approval Signature: \_\_\_\_\_

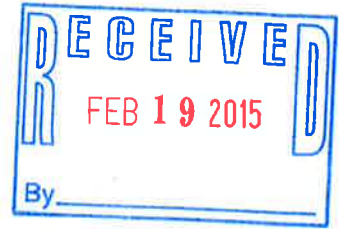
Printed Name: \_\_\_\_\_

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: Kristin St. Hilaire DATE: 2/12  
(duly authorized)

PRINTED NAME: Kristin St. Hilaire

Licensing Board Approval [Signature] Date: 2/20/15



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE\* [checked], TAG\* \_\_\_\_\_, BLOCK PARTY\*\* \_\_\_\_\_

Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: ST. THOMAS AQUINAS HIGH SCHOOL

Federal Tax ID number for Organization: 02-0256491

Check (✓) Nature of Organization:

Religious [checked], Educational \_\_\_\_\_, Charitable \_\_\_\_\_, Civic \_\_\_\_\_, Sports \_\_\_\_\_, Veterans \_\_\_\_\_, Fraternal or Political \_\_\_\_\_, Other \_\_\_\_\_

(Describe) PART OF THE ROMAN CATHOLIC BISHOP OF MANCHESTER (DIOCESE OF MANCHESTER)

Contact Person: LIBBY SIMMONS Day Time Telephone: 603-742-3206

Address: 197 DOVER POINT ROAD Email lsimmons@sta1uk.org

Purpose of Permit: RAFFLE AT FASHION SHOW

Date of Event: 4/19/2015 Specific Time: 12-3 PM (APPROX.)

Location of Event: GYM (ST. THOMAS AQUINAS HIGH SCHOOL)

\*\*\*\*\*RAFFLE / TAG PERMITS\*\*\*\*\*

Prize (s) To Be Awarded: MAY INCLUDE GIFT BASKETS, TICKETS, SPA ITEMS, CLOTHING, GIFT CARDS

Cost of Ticket: \$1, \$5, \$10 Date of Drawing: 4/19/2015

Place of Drawing: GYM (ST. THOMAS AQUINAS HIGH SCHOOL)

\* 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

\*\*\*\*\*BLOCK PARTY PERMITS\*\*\*\*\*

\*\*NOTICE TO BLOCK PARTY APPLICANTS: STREET CLOSURES, TRAFFIC DETOURS, AND/OR PARKING RESTRICTIONS MUST BE ARRANGED WITH THE POLICE DEPARTMENT

Block Party Location (attach map if more than one street is affected): \_\_\_\_\_

Police Department Block Party Approval Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A , RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 2/17/15
(duly authorized)

PRINTED NAME: KEVIN J. COLLINS, PRINCIPAL

Licensing Board Approval [Signature] Active Date: 2/20/15

**ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

MICHAEL A. DELANEY  
ATTORNEY GENERAL



March 8, 2011

St. Thomas Aquinas High School of Dover  
Attn: Vickie Gagnon  
197 Dover Point Road  
Dover NH 03820

Re: St. Thomas Aquinas High School

Dear Ms. Gagnon:

This will confirm your telephone conversation with Judy of this office this morning.

Please be advised that churches are not required to register with this office. This exemption includes programs owned by those churches, including schools. Since St. Thomas Aquinas High School is part of the Catholic Church, registration with and reporting to this office is not required.

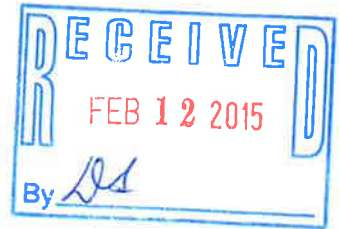
Feel free to contact this office if you have any questions.

Very truly yours,

A handwritten signature in cursive script that reads "Audrey Blodgett".

Audrey Blodgett, Paralegal  
Charitable Trusts Unit  
(603) 271-3591  
audrey.blodgett@doj.nh.gov

AMB



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

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

Organization Name: Greater Dover Chamber of Commerce

Federal Tax ID number for Organization: 02-0127246

Check (v) Nature of Organization:

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

Contact Person: Ryan Queenan Day Time Telephone: 603-742-2218

Address: 550 Central Ave Dover NH 03820 Email ryan@dovernh.org

Purpose of Permit: Closure of 3 parking spots on Henry Law Ave

Date of Event: Tuesdays 7/14-8/18 Specific Time: 9am-12pm

Location of Event: Henry Law Park

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: \_\_\_\_\_

Cost of Ticket: \_\_\_\_\_ Date of Drawing: \_\_\_\_\_

Place of Drawing: \_\_\_\_\_

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

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

PARADE
PERMITS &
BLOCK

PARTIES ONLY

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

Police Department Parade Route/Block Party Approval Signature: \_\_\_\_\_

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

ROAD TOLL ONLY

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

Road Toll Location: \_\_\_\_\_

Police Department Road Toll Approval Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

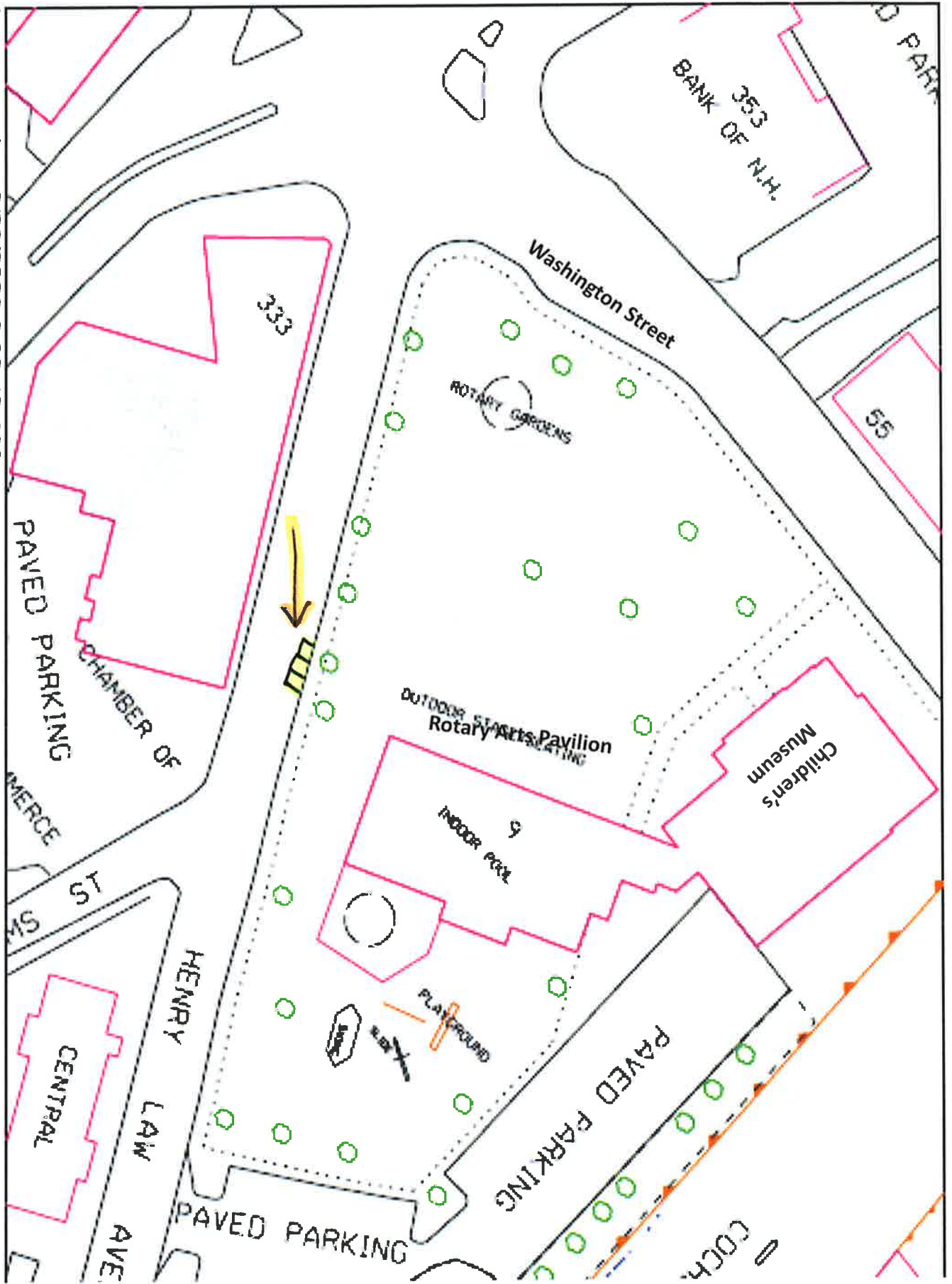
Licensing Board Approval [Signature] Active Date: 2/26/15

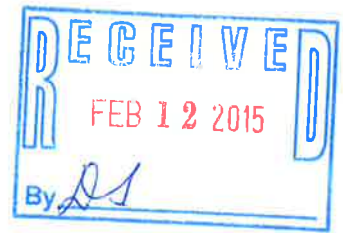
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT
THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or
RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 2/11/15

Tuesday morning Spots

basemap.dgn 8/28/2009 9:30:43 AM





APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

Organization Name: Greater Dover Chamber of Commerce
Federal Tax ID number for Organization: 02-0127246

Check (✓) Nature of Organization:
Religious \_\_, Educational \_\_, Charitable \_\_, Civic [checked], Sports \_\_, Veterans \_\_, Fraternal or Political \_\_, Other \_\_
Contact Person: Ryan Queenan Day Time Telephone: 603-742-2218
Address: 550 Central Ave, Dover 03820 Email ryan@dover.nh.org
Purpose of Permit: Closure of 6 parking spaces on Henry Law Ave.
Date of Event: Fridays 7/10 - 8/21 Specific Time: 2pm - 9:30pm
Location of Event: Henry Law Park

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded:
Cost of Ticket: Date of Drawing:
Place of Drawing:

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

PARADE PERMITS & BLOCK PARTIES ONLY

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

ROAD TOLL ONLY

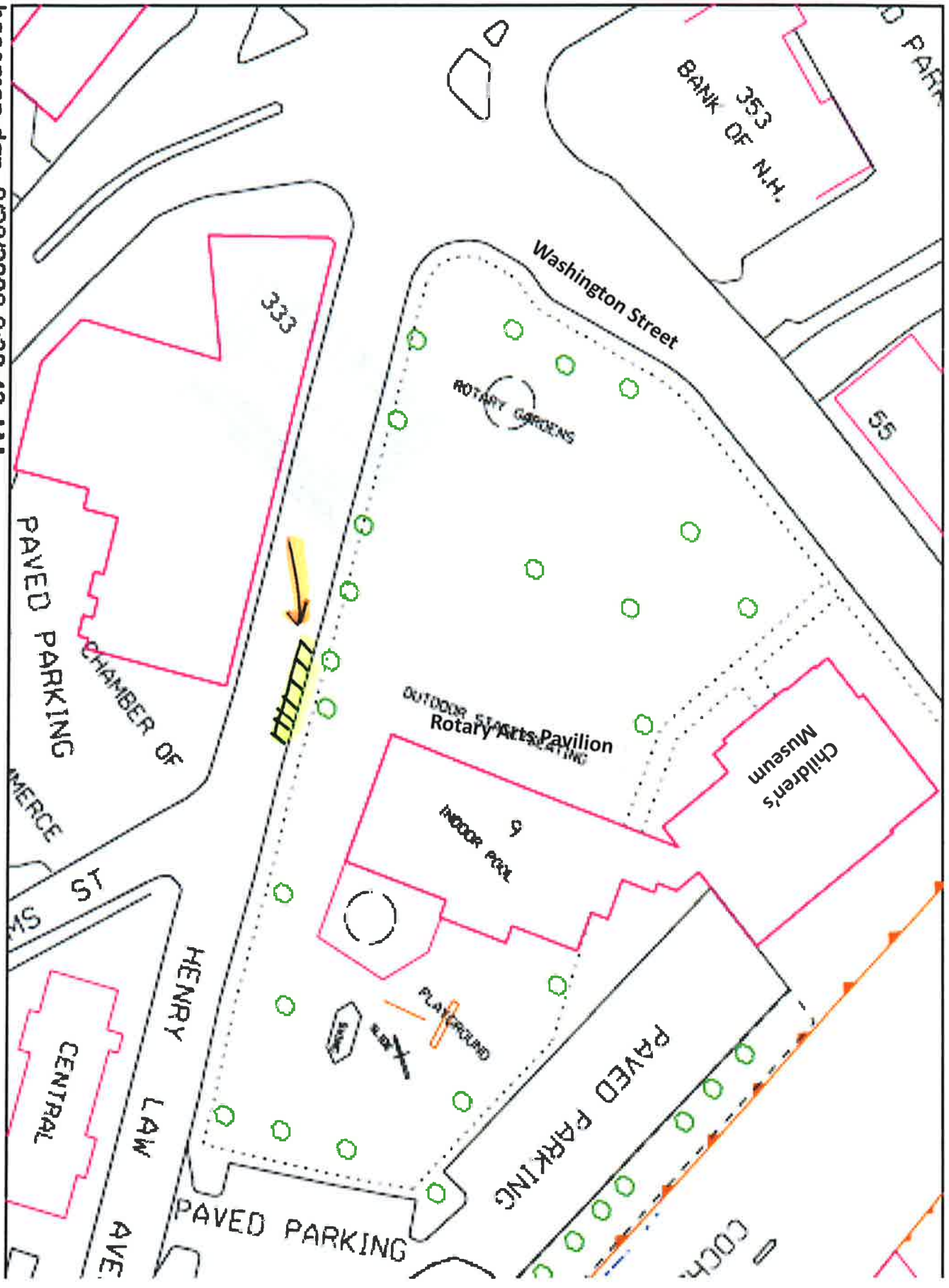
\*\*\*NOTE: SOLICITING DONATIONS IS PROHIBITED FROM THE ROADWAY WITHOUT SPECIAL PERMISSION FROM THE POLICE DEPARTMENT
Road Toll Location:
Police Department Road Toll Approval Signature:
Printed Name:

Licensing Board Approval [Signature] ACTIVE Date: 2/26/15

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: [Signature] DATE: 2/11/15

# Friday Night Spots

basemap.dgn 8/28/2009 9:30:43 AM





PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

PARADE\*\* ✓, ROAD TOLL\*\*\* \_\_\_\_\_,

Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Goodwin Community Health
Federal Tax ID number for Organization: 02-0304203

Check(✓) Nature of Organization:

Religious \_\_, Educational \_\_, Charitable \_\_, Civic \_\_, Sports ✓, Veterans \_\_, Fraternal or Political \_\_, Other \_\_

Name/Description of Event (if applicable): Father's Day 5K at Margaritas

Contact Person: Samantha Pellerin Day Time Telephone: (603) 261-5670

Address: 23 Members Way Dover, NH 03820 Email: spellerin@goodwinch.org

Date of Event: Sunday June 21st 2015 Specific Time: 9:00 am start

Location of Event (if parade, attach course description or map): Margaritas Dover, NH

\*\*\*\*\*PARADE PERMITS\*\*\*\*\*

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

Police Department Parade Route Approval Signature: [Signature]

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

\*\*\*\*\*ROAD TOLL PERMITS\*\*\*\*\*

\*\*\*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: \_\_\_\_\_

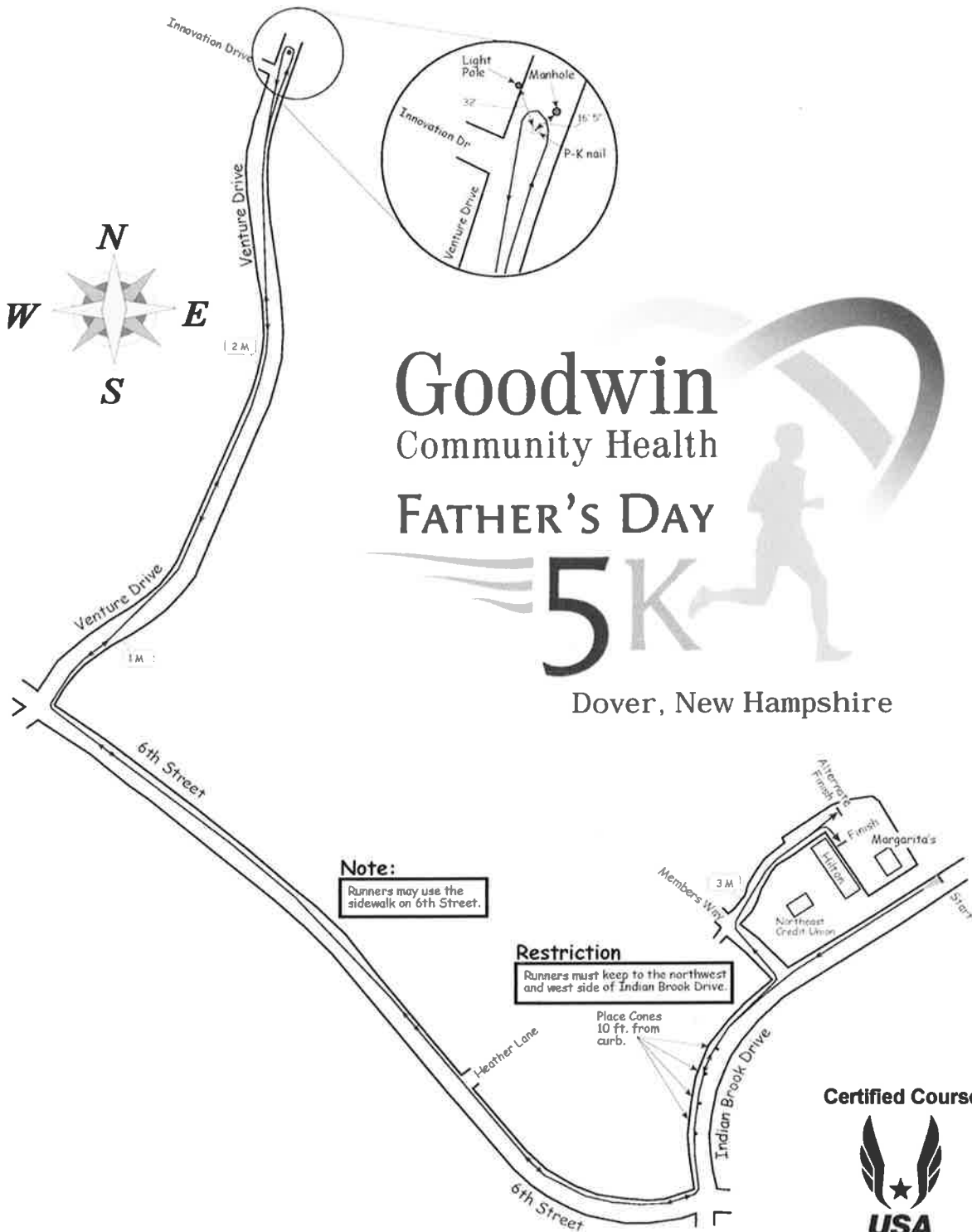
Unless expressly waived in writing by the Licensing Board, the Organization agrees to defend, indemnify, and hold harmless the City of Dover from any claims, losses, and/or damages arising out of the event, and to name the City of Dover as an additional insured on its general liability insurance policy in amounts of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. The Organization/Applicant shall provide the City a certificate of insurance evidencing such additional insured status no less than fifteen (15) days prior to the event.

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL per the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/13/2015

PRINTED NAME: Samantha Pellerin (duly authorized)

Licensing Board Approval [Signature] Date: 2/20/15



# Goodwin Community Health FATHER'S DAY 5K

Dover, New Hampshire

**Note:**  
Runners may use the sidewalk on 6th Street.

**Restriction**  
Runners must keep to the northwest and west side of Indian Brook Drive.

Place Cones  
10 ft. from  
curb.

**Certified Course**



**NH11033RF**

**Certificate Effective:**  
4/31/2011 - 12/31/2021

Measured May 10, 2013  
by: Ron Fitzpatrick  
603.731.3345  
r.fitz@worldpath.net



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (v) the type of application:

PARADE\*\* [checked], ROAD TOLL\*\*\* \_\_\_\_\_

Fill In Completely and Return To City Clerk - PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Red's Race

Federal Tax ID number for Organization: 02-0453677

Check (v) Nature of Organization:

Religious \_\_, Educational \_\_, Charitable \_\_, Civic \_\_, Sports [checked], Veterans \_\_, Fraternal or Political \_\_, Other \_\_

Name/Description of Event (if applicable): Red's Race

Contact Person: Kim Hanson Day Time Telephone: 493-4749

Address: Concord Way Dover NH Email: Kim.anna.hanson@gmail.com

Date of Event: April 12, 2015 Specific Time: 10am

Location of Event (if parade, attach course description or map): map attached

\*\*\*\*\*PARADE PERMITS\*\*\*\*\*

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

Police Department Parade Route Approval Signature: [Signature]

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

\*\*\*\*\*ROAD TOLL PERMITS\*\*\*\*\*

\*\*\*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: \_\_\_\_\_

Unless expressly waived in writing by the Licensing Board, the Organization agrees to defend, indemnify, and hold harmless the City of Dover from any claims, losses, and/or damages arising out of the event...

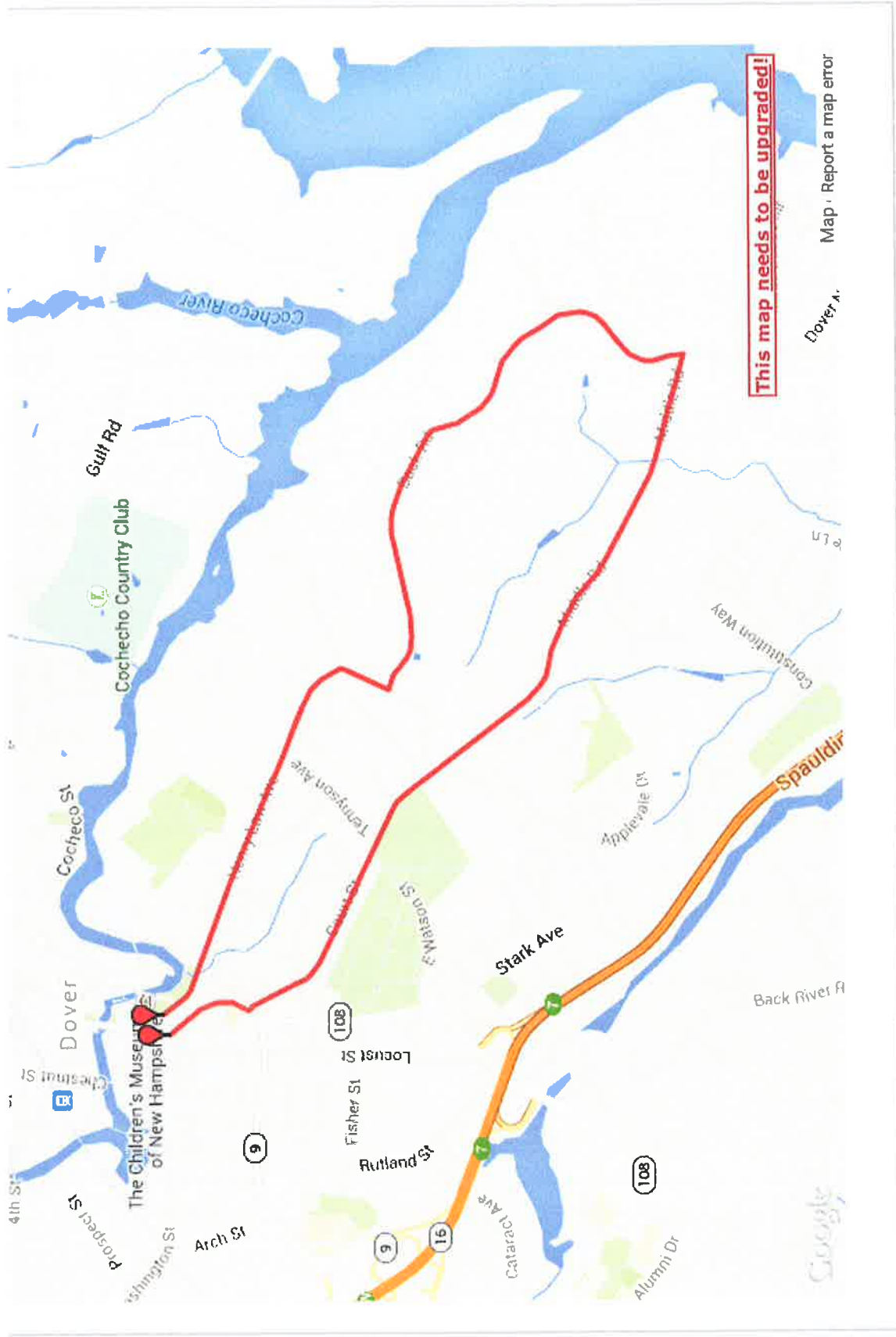
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL per the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 2/25/15

(duly authorized)

PRINTED NAME: Kimberly A. Hanson

Licensing Board Approval [Signature] Date: 3/2/15

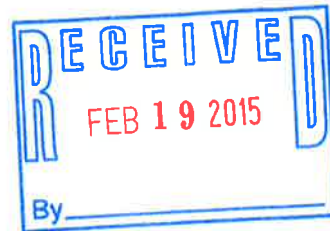




PERMIT APPLICATION  
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

PARADE\*\* \_\_\_\_\_, ROAD TOLL\*\*\* \_\_\_\_\_,



Fill In Completely and Return To City Clerk – PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: St. Mary Academy  
Federal Tax ID number for Organization: 02-0392967

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

Name/Description of Event (if applicable): SMA 5K

Contact Person: Beith Evans Day Time Telephone: 742.3299

Address: 222 Central Ave Dover NH Email: beith.evans@stmaryacademy.org

Date of Event: April 11, 2015 Specific Time: 9:00am

Location of Event (if parade, attach course description or map): \_\_\_\_\_

\*\*\*\*\*PARADE PERMITS\*\*\*\*\*

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

Police Department Parade Route Approval Signature: \_\_\_\_\_  
Printed Name: Sgt. Mark Speidel Check Here If Parade Route Is Attached:

\*\*\*\*\*ROAD TOLL PERMITS\*\*\*\*\*

\*\*\*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: \_\_\_\_\_

Unless expressly waived in writing by the Licensing Board, the Organization agrees to defend, indemnify, and hold harmless the City of Dover from any claims, losses, and/or damages arising out of the event, and to name the City of Dover as an additional insured on its general liability insurance policy in amounts of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. The Organization/Applicant shall provide the City a certificate of insurance evidencing such additional insured status no less than fifteen (15) days prior to the event.

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: Stephane Bolduc DATE: 2/16/15  
(duly authorized)

PRINTED NAME: Stephane Bolduc

Licensing Board Approval [Signature] Acting Date: 2/20/15



emailed  
2/19/15



PERMIT APPLICATION  
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

PARADE\*\* ✓, ROAD TOLL\*\*\*

Fill In Completely and Return To City Clerk -- PLEASE NO LATER THAN 30 DAYS PRIOR TO EVENT

Organization Name: Portsmouth Christian Academy

Federal Tax ID number for Organization: 020465448

Check (✓) Nature of Organization:

Religious \_\_, Educational ✓, Charitable \_\_, Civic \_\_, Sports \_\_, Veterans \_\_, Fraternal or Political \_\_, Other \_\_

Name/Description of Event (if applicable): McGuinness Walk

Contact Person: Kim Cummings Day Time Telephone: 742-3617 x123

Address: 20 Seabone Drive Email KCummings@pcaschool.org

Date of Event: 4/3/15 Specific Time: 9:30AM-12:15pm

Location of Event (if parade, attach course description or map): Route begins and ends on Campus of PCA (map attached)

\*\*\*\*\*PARADE PERMITS\*\*\*\*\*

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

Police Department Parade Route Approval Signature: \_\_\_\_\_

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

\*\*\*\*\*ROAD TOLL PERMITS\*\*\*\*\*

\*\*\*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: \_\_\_\_\_

Unless expressly waived in writing by the Licensing Board, the Organization agrees to defend, indemnify, and hold harmless the City of Dover from any claims, losses, and/or damages arising out of the event, and to name the City of Dover as an additional insured on its general liability insurance policy in amounts of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. The Organization/Applicant shall provide the City a certificate of insurance evidencing such additional insured status no less than fifteen (15) days prior to the event.

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.

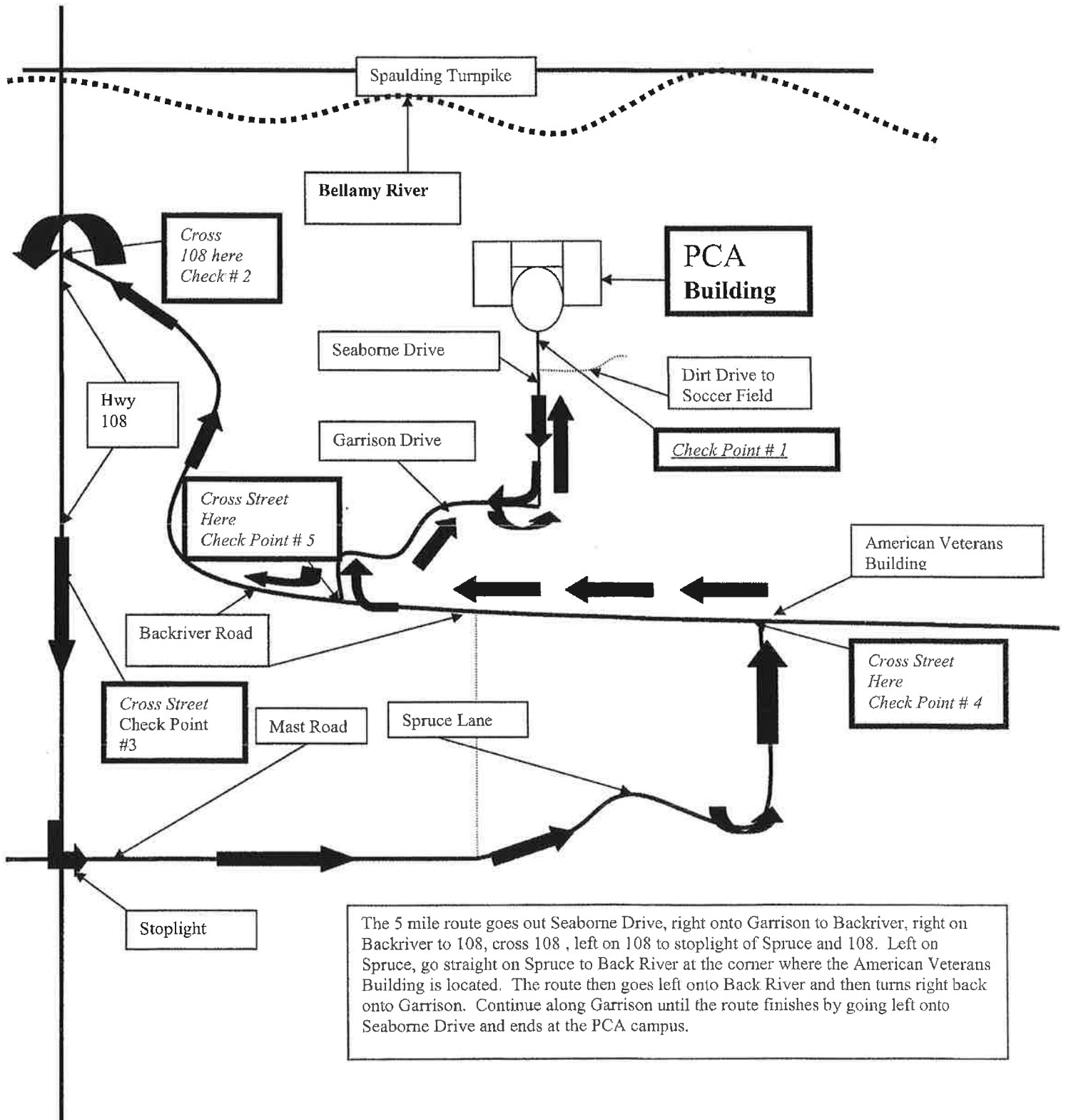
SIGNATURE OF APPLICANT: Gretchen Nobles DATE: 2/19/15  
(duly authorized)

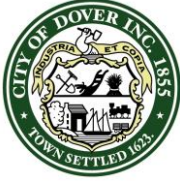
PRINTED NAME: Gretchen Nobles

Licensing Board Approval [Signature] ACTING Date: 2/26/15

**Portsmouth Christian Academy at Dover**  
**McGuinness Walk Route**  
**April 3, 2015**

Rev 2/19/15





**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.12.**

Resolution Number: **R – 2015.03.11 – 023**  
Resolution Re: Purchase of Armored Rescue Vehicle through NH  
Homeland Security Grant

WHEREAS: The City of Dover has been awarded a grant from the New Hampshire Department of Safety (2014 Homeland Security Competitive Grant under the Law Enforcement Terrorism Prevention-Oriented Activities) for the purchase of an armored rescue vehicle with Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) detection capabilities; and

WHEREAS: Lenco Industries, Inc DBA Lenco Armored Vehicle, located on Pittsfield, Massachusetts is the sole source manufacturer for the Lenco BearCat Armored Rescue Vehicle. A purchase order will be issued to Lenco Armored Vehicles for the purchase of an armored rescue vehicle with CBRNE capabilities.

WHEREAS: Per Purchasing Code 3-37 F exempt from competitive bidding - Sole Source.

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 Lenco Armored Vehicles for the purchase of a BearCat armored rescue vehicle. The amount of this authorization shall be limited to \$239,596.00.

### Financing

Account	Description	Appropriation	Balance
2215.1.210.42120.4743.02172.15	NH Homeland Security Grant response vehicle	288,187	288,187

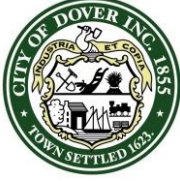
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By Request

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

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.12.

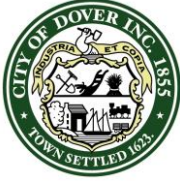
Resolution Number: **R – 2015.03.11 – 023**  
Resolution Re: Purchase of Armored Rescue Vehicle through NH  
Homeland Security Grant

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

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



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.12.**

Resolution Number: **R – 2015.03.11 – 023**  
Resolution Re: Purchase of Armored Rescue Vehicle through NH  
Homeland Security Grant

## RESOLUTION BACKGROUND MATERIAL:

The City of Dover has been awarded a grant from the New Hampshire Department of Safety (2014 Homeland Security Competitive Grant under the Law Enforcement Terrorism Prevention-Oriented Activities) for the purchase of an armored rescue vehicle with Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) detection capabilities.

The armored rescue vehicle will be stored and maintained by the Dover Police Department and will be used by members of the Strafford County Regional Tactical Operations Unit, a tactical response team made up of representatives from Law Enforcement officers throughout Strafford County, including Dover police officers. This vehicle is used solely for defensive purposes in order to safety transport officers, negotiators and other needed personnel to an area deemed unsafe as well to safety evacuate officers or citizens from dangerous situations.

The Dover Police Department has previously owned an armored rescue vehicle, a military surplus 1982 Peace Keeper. The vehicle was in-service until early 2014. The vehicle has extensive mechanical problems and is no longer serviceable. The purchase of an Armored Rescue Vehicle will enhance the capabilities of the no-longer in service Peace Keeper.

### Bid Information:

Per Purchasing Code 3-37 F exempt from competitive bidding - Sole Source. Lenco Armored Vehicles, located on Pittsfield, Massachusetts is the sole source manufacturer for the Lenco Armored Rescue Vehicle

### Award Information:

A purchase order will be issued to Lenco Armored Vehicles for the purchase of an armored rescue vehicle with CBRNE capabilities.

### Purchasing Information:

<b>Type:</b>	Purchase Order	<b>Advertised:</b>	No
<b>Invitations Mailed:</b>	NA	<b>Number of Responses:</b>	NA
<b>Warranty:</b>	Per manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until Delivery	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Lenco Armored Vehicle Company	<b>Fund:</b>	Grant
<b>Other Approvals Required:</b>	Yes NHDES	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	Yes	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval.

Exhibit A – Lenco Armored Vehicle Company Sole Source Affidavit

Exhibit B –Lenco Armored Vehicle Company Price Quote

Exhibit C- Memo from Dover Police Chief



Protecting Our Nation's Defenders™

September 23, 2014

Dover Police Department (SCTROU)
26 Locust Street
Dover, NH 03820

Dear Sir or Madam,

Re: Lenco Sole Source for the Lenco BearCat®

This letter is to inform you that Lenco Armored Vehicles is the Sole Source Manufacturer for the Lenco BearCat Armored SWAT Truck(s) or the equivalent.

- We employ secret and proprietary processes in the design and manufacture of the Lenco BearCat to provide superior ballistic performance at a lighter weight than any competitive vehicles.
We employ a patented, zero gravity counter balanced roof hatch system which enhances operator safety and security.
We have developed secret engineering processes to offer a turning radius of 17' 8", which is shorter than the overall length of the vehicle, thereby providing enhanced tactical maneuverability.
We employ secret and proprietary processes to modify the vehicle chassis to re-distribute the armor, chassis and occupant weights proportionately between the front & rear axles.
U.S. State Department Armor Level E designation. <See Attached>

We are the only manufacturer, distributor, authorized dealer or supplier of this product or its equivalent.

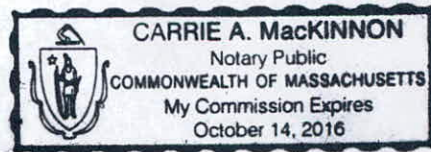
Sole Source References:

Table with 3 columns: Agency Name, Contact Name, and Phone Number. Includes St. Charles County Sheriff's, New York State Police, U.S. State Department, Illinois State Police, Los Angeles Police Dept., New Jersey State Police, Captain David Todd, Major David McBeth, DEAV, Ricky Motley, Captain Robert Haley, Lt. Mike Albanese, and Captain Bill Lundon.

Sincerely,

Handwritten signature of James J. Massery, Government Sales Manager

SWORN TO AND SUBSCRIBED BEFORE ME,
This 23rd day of September, 2014
Carrie A. MacKinnon
CARRIE A. MACKINNON
A NOTARY PUBLIC IN & FOR Commission Exp. 10/14/16
The State of Massachusetts/County of Berkshire



## **JUSTIFICATION AND APPROVAL FOR OTHER THAN FULL AND OPEN COMPETITION FOR THE ACQUISITION OF A NAME BRAND PRODUCT**

1. The Office of Acquisition Management is conducting this acquisition for 13 Armored Assault Vehicles, on behalf of the Bureau of Diplomatic Security, Defensive Equipment/Armored Vehicle Division (DS/PSP/DEAV).
2. **Nature and/or description of the action being approved.** Purchase 13 armored assault vehicles that meet or exceed the Department of State (DoS) Level "E" ballistic specifications.
3. **A description of the supplies or services required to meet the Department's needs.** DS/PSP/DEAV has a requirement to acquire 13 armored assault vehicles for immediate deployment to Iraq and Afghanistan for security details. These vehicles must be armored to meet or exceed DoS Level "E" ballistic specifications. These vehicles must also have an armored gun turret mounted in the roof area of the vehicle.

### **REQUIREMENTS**

1. MRAP Assault Vehicle with the following options: Diesel engine, export compliance, four wheel drive, Hutchinson VFI run flat system, rear auxiliary AC/Heating, intercom system, radio prep package, military cupola, gun mount for 240/.50 with pedestal, advance BMI MRP gunners seat, floor jack 3.5 ton, MRAP upgrade package to include upgraded wheels and tires, and V-shaped hull, blast seats (8 seats).
2. MRAP Assault Vehicle with VIP package and the following options: Diesel engine, export compliance, Back up Camera System, electric power, heated mirrors, high capacity rear AC/heating system, high intensity driving lights, intercom system, radio prep package, run-flat tires, spare tire with run-flat, high gloss exterior paint, V-shaped hull, blast seat (6 seats), and emergency escape hatch.
3. MRAP Assault Vehicle with the following options: Diesel engine, export compliance, four wheel drive, Hutchinson VFI run flat system, rear auxiliary AC/Heating, intercom system, radio prep package, MEDEVAC (4) litter pkg., floor jack 3.5 ton, MRAP upgrade package to include upgraded wheels and tires, and V-shaped hull, blast seats (2).
4. FOB delivery to Springfield, VA.

5. **An identification of the statutory authority permitting other than full and open competition.** DS/IP/SPC/WMD requests that this purchase fall under the authority of 41 USC 253(c)(1), FAR 6.304 (a)(2) and 8.405-6 (b)(1) (USC 501), for the purchase of a name brand product manufactured by LENCO Armored Vehicles, who is the only manufacturer of the Lenco BearCat, product number BC55003, a commercial item in accordance with FAR Part 12.
6. **A demonstration that the proposed contractor's unique qualifications or the nature of the acquisition requires use of the authority cited.** Presently, the DoS IDIQ contracts do not have these types of assault vehicles as line items. However, Lenco has been producing this vehicle for local and state agencies for years. In addition, Lenco fully understands DoS ballistic specifications and their experience with various armor systems will expedite the delivery of these vehicles in Iraq and Afghanistan.
7. **A description of efforts made to ensure that offers are solicited from as many potential sources as is practicable.** A notice will be publicized in accordance with 5.102(a)(6) on or about September 13, 2010 on GSA eBuy.com.
8. **A determination by the Contracting Officer that the anticipated cost to the Government will be fair and reasonable.** Per FAR 8.404(d), supplies offered on the schedule are listed at fixed prices. GSA has already determined the prices of supplies under schedule contracts to be fair and reasonable. Therefore, ordering activities are not required to make a separate determination of fair and reasonable pricing.
9. **A description of the market survey conducted and the results or a statement of the reasons a market survey was not conducted.** DS via AQM has issued five (5) different IDIQ contracts for the procurement of armored vehicles and none of these vendors produce this type of armored vehicle. DS has in the past purchased the M1114 HUMVEE from DOD vendors to satisfy our requirement for ballistic Level E specifications with a turret on the roof. Unfortunately, the military M114 HUMVEE has been discontinued. The replacement vehicle for M1114 is being produced by American General Corporation and this new armored vehicle is limited to only carrying five (5) personnel. DS has a minimum requirement to carry at least six (6) personnel at one time. The Lenco Bearcat VIP is capable of carrying six (6) personnel and the Lenco Bearcat is capable of carrying up to eight (8) personnel plus a position for the gunner in the turret. During our review of this new armored vehicle for DOD, the cost is double to the present cost of a Lenco Bearcat.

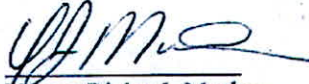
10. **Any other facts supporting the use of other than full and open competition.** The Lenco BearCat model contains highly specialized features which are specifically designed to accommodate our security operational needs in Iraq and Afghanistan and no other source can meet these requirements without substantial additional program costs and time, which will severely impact our mission. Lenco has developed and integrated mission critical applications and equipment essential to meeting our security goals in Iraq and Afghanistan. Lenco possesses and utilizes proprietary equipment and designs to manufacture and outfit these armored vehicles necessary for this mission and is the only known source that can meet the standardized logistic, training and program requirements for DS. These armored vehicles from Lenco have been through a tremendous amount of ballistic and blast testing to validate the armoring systems being deployed on these vehicles. These tests have been completed by the Department of Defense for the US Army and US Navy, H.P White Laboratory, an independent lab for numerous US Government Agencies and commercial armoring companies and the Department of State. By completing this order in a timely matter, DS will be able to ship these armored vehicles to Iraq and Afghanistan to support our security requirements and possibly save lives.
  
11. **A listing of sources, if any, that expressed, in writing, an interest in the acquisition.** The Armored Group expressed an interest in writing in response to GSA eBuy posting #RFQ516305.
  
12. **A statement of the actions, if any, the agency may take to remove or overcome any barriers to competition before any subsequent acquisition for the supplies or services required.** The barrier to full competition is the brand name specific requirements identified in paragraphs two (2) and three (3) above. Lenco Armored Vehicles is the only vendor that produces this type of vehicle and fully understands DOS and NIJ specifications for armoring these vehicles. At this time, the barrier cannot be removed unless there is a change in the operational needs identified by DS/PSP/DEAV contained herein. If operational needs or technological changes occur then this barrier may be lifted in the future. DS/PSP/DEAV and A/LM/AQM will continue to seek ways of removing any barriers to competition on future related acquisitions.

**CERTIFICATIONS**

I certify that this justification is accurate and contains complete data necessary to support the recommendation for other than full and open competition.

September 23, 2010

Date



Name: Ricky J. Motley  
Title: AV Program Manager

Date

Name:  
Title:

I certify that this submission is accurate, and that it contains complete information necessary to enable other officials to make an informed recommendation for approval or disapproval.

9/24/10

Date



Name:  
Title: AGM/WWD

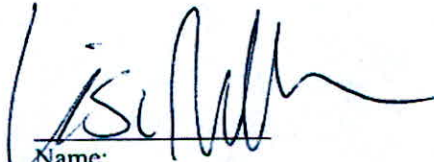
**APPROVALS**

**Contracting Activity Competition Advocate**  
**(Required for actions exceeding \$550,000 but not exceeding \$11,500,000)**

APPROVED BY:

9/24/2010

Date



Name:  
Title: AGM/BAD



Protecting Our Nation's Defenders™

10 Betnr Industrial Drive – Pittsfield, MA 01201  
 PH (413) 443-7359 – FAX (413) 445-7865

# Quotation 11674A

Quotation Date: 12/3/14  
 Tax ID #: 04-2719777

DOLNH  Dover Police Department 46 Locust St. Dover, NH 03820	<b>Estimated Completion Date:</b> Approx 210+ Days ARO	<b>F.O.B.:</b> Pittsfield, MA
	<b>Payment Terms:</b> <i>Lenco GSA Contract GS-07F-0390M 1122 Program</i> <i>Lenco Does Not Collect Tax or Register Vehicles with DMV</i>	<b>Ship Via:</b> Pickup
	<b>Inspection &amp; Acceptance:</b> At Lenco Factory, Pittsfield, MA	

**Terms and Conditions:** Payment upon Pickup -- Transfer of Certificate of Origin Upon Receipt of Payment


Item:	Product #	Commercial	Net Price
<b>Lenco BearCat</b> (4WD, Rotating Hatch; Counter Balanced) US State Department Armor Level E	BC55003	207,698.00	198,793.00
<b>Options:</b>			
Diesel Engine, 6.7L Turbo	BCDLEN	8,494.00	8,130.00
4-Door Configuration (Rear Flip Seats Included)	BC4DR	8,210.00	7,858.00
Rear A/C-Heating System: Auxiliary	BCAC	2,000.00	1,914.00
Front Mounted Receiver with Ram Post and Plate	BCFRAM	4,700.00	4,499.00
Hydraulic Ram Upgrade	BCHYDRAM	5,725.00	5,480.00
(2) Ballistic Skip Round Shields	BCBSRS	3,000.00	2,872.00
Radiation Detection Package	BCRAD	5,250.00	5,025.00
Explosive Gas Detection Package	BCDRG	<u>5,250.00</u>	<u>5,025.00</u>
<b>Net Savings \$10,731</b>		<b>\$250,327.00</b>	<b>\$239,596.00</b>
<b>Total Cost of (1) Lenco BearCat FOB Origin, Pittsfield, MA</b>			<b><u>\$239,596.00</u></b>

<b>Specifications Subject to Change</b>	<b>PROPRIETARY</b>
---	--------------------

**WARNING: Information Subject to Export Control Laws**

The technical data in this document is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979, as amended, Title 50, U.S.C., App. 2401 et seq. and which may not be exported, released or disclosed to non-U.S. persons (i.e. persons who are not U.S. citizens or lawful permanent residents ["green card" holders]) inside or outside the United States, without first obtaining an export license. Violations of these export laws are subject to severe civil, criminal and administrative penalties.

THE WRITTEN APPROVAL OF THE DIRECTORATE OF US DEFENSE TRADE CONTROLS AND LENCO INDUSTRIES, INC. MUST BE OBTAINED BEFORE RESELLING, TRANSFERRING, TRANSSHIPPING, OR DISPOSING OF A DEFENSE ARTICLE TO ANY END USER, END USE OR DESTINATION OTHER THAN AS STATED ON THIS LENCO QUOTE OR THE SHIPPER'S EXPORT DECLARATION IN CASES WHERE AN EXEMPTION IS CLAIMED UNDER THIS SUBCHAPTER ITAR 123.9(A).

<b>WE ARE PLEASED TO SUBMIT THE ABOVE QUOTATION FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS QUOTATION IS VALID FOR 30 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE</b>	
<b>ACCEPTANCE OF PROPOSAL</b> — The above prices are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above	<b>LENCO INDUSTRIES INC.</b>
<b>Authorized Signature</b> _____	<b>Authorized Signature</b> 
<b>Please sign and return</b>	<b>Marc Massery</b>

Thank You



## **DOVER POLICE DEPARTMENT**

Dover, New Hampshire

Memorandum

**TO:** Ann Legere, Purchasing Agent  
**FROM:** Chief Anthony F. Colarusso  
**RE:** Purchase of Armored Rescue Vehicle  
**DATE:** February 18, 2015

The City of Dover has been awarded a grant from the New Hampshire Department of Safety (2014 Homeland Security Competitive Grant under the Law Enforcement Terrorism Prevention-Oriented Activities) for the purchase of an armored rescue vehicle with Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) detection capabilities. The City of Dover Code Article III Purchasing Procedures mirrors OMB-A110 specifically section 3-37 Exceptions to Competitive Bidding, subsection F which states that competitive bidding shall not apply to sole source purchases where the proposed purchase is manufactured or provided by only one entity.

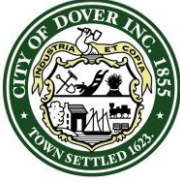
Although Lenco Armored vehicles is not the only manufacturer of armored vehicles, they are the sole source manufacture of the Lenco BearCat. The BearCat is not like any other commercially made armored vehicle on the market. What makes it different is the fact that it has been shot at and saved lives in dozens of SWAT incidents across the United States and in-Theater (Iraq / Afghanistan). No other commercial armored vehicle has that success history. Armored Vehicles, unlike Bullet Proof vests, which are regulated by the NIJ, are not regulated. Therefore the buyer must beware of builders who may not deliver what they promise.

Due to the substantial technical secrets involved in the build of Lenco BearCat it is not possible to cover all that would be needed to know or guarantee an equal product and thereby guarantee the safety of tactical officers and evacuated civilians inside the vehicle.

Research conducted regarding the proposed vendor, LENCO, and through the use of the GSA Advantage Website in an attempt to locate like SWAT vehicles capable of meeting the United States State Department Level "E" rating (the highest possible ballistic rating) has shown that the LENCO BearCat is the only CBRNE response vehicle available capable of enduring 50 caliber weapon fire, providing an armored roof hatch, providing running boards to support tactical positioning of personnel for insertion and extraction purposes, capable of supporting the movement of 10-12 personnel in the vehicle interior, providing for a fully armored hood to protect the engine components from weapon fire, and providing for a non-commercial vehicle body of mil-spec steel that does not degrade after taking on weapon fire thus providing for repeated use.

LENCO is the Sole Source Manufacturer for the LENCO BearCat Armored Vehicle, and they are the only manufacturer, distributor, authorized dealer or supplier of this product.

I have attached a sole Source affidavit from LENCO for your review.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

**Agenda Item#: 13.A.13.**

Resolution Number: **R – 2015.03.11 – 024**  
Resolution Re: Rules of Procedure for Zoning Board of Adjustment

WHEREAS: Rules of Procedure are being updated for the Zoning Board of Adjustment; and

WHEREAS: The Zoning Board of Adjustment reviewed and adopted the proposed Rules of Procedure at a public meeting on February 19, 2015.

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

The City Council approves the Rules of Procedure for the Zoning Board of Adjustment.

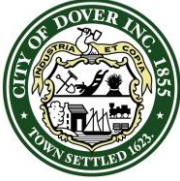
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Karen Weston  
By request

Approved as to Legal Form  
and Compliance: Anthony I. Blenkinsop  
City Attorney

Recorded by: Karen Lavertu  
City Clerk



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.13.

Resolution Number: **R – 2015.03.11 – 024**  
Resolution Re: Rules of Procedure for Zoning Board of Adjustment

### DOCUMENT HISTORY:

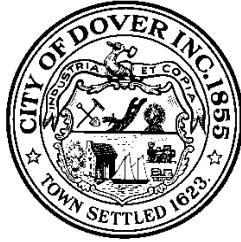
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

### DOCUMENT ACTIONS:

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

### RESOLUTION BACKGROUND MATERIAL:

See attached Rules of Procedure for the Zoning Board of Adjustment.



## ZONING BOARD OF ADJUSTMENT RULES OF PROCEDURE

### Article I. Name

The name of the board is the Dover Zoning Board of Adjustment.

### Article II. Authority and Duties

- A. These Rules of Procedure are adopted under the authority of New Hampshire RSA 676:1 and Chapter 5 (Boards, Commission, and Committees) and Chapter 170 (Zoning Ordinance) of the Code of the City of Dover, New Hampshire.
- B. The Zoning Board of Adjustment shall have duties and responsibilities pursuant to RSA Chapters 672-677. The members shall also perform the duties of a Building Code Board of Appeals pursuant to RSA 674:34.

### Article III. Membership

- A. **Membership.** The Zoning Board of Adjustment shall consist of five (5) members and up to three (3) alternates, appointed by the City Council, in a manner prescribed by the Council, pursuant to RSA 673:3 and 673:6.
- B. **Terms of Membership.** Members shall be appointed to terms of three (3) years pursuant to RSA 673:5.
- C. **Alternates.** Alternates should attend all meetings to familiarize themselves with the workings of the Board so that they are ready to serve whenever a regular member is unable to fulfill his or her responsibilities. Alternate members shall substitute for regular members on any case when a regular member is absent or disqualified pursuant to RSA 673:14 and the Chair designates them to do so. See also Article III, paragraph E, and Article V, paragraph C.2.

On all other matters before the Board including but not limited to approval of meeting minutes, election of officers, and amendments to and/or the adoption of these Rules of Procedure, alternate members shall be permitted to deliberate and vote on such matters

together with the regular members. This shall not, however, have any impact on the ability of the Board to establish a quorum pursuant to Article V, Section C.1 below.

- D. Members must reside in Dover, New Hampshire and are expected to attend each meeting of the Board to fulfill their duties and responsibilities. Any member unable to attend a meeting shall notify the Chair or Clerk as soon as possible.
- E. Voting members shall be announced by the Chair prior to the consideration of the agenda item. Alternate members who are not voting may fully participate during the presentation of applications and the public hearing. Once the Board moves into deliberations, alternates may no longer participate.
- F. **Attendance, Vacancies and Removal.** All appointments to the Board shall serve for the terms appointed and until a successor shall have been appointed and qualified. Members who fail to attend four (4) meetings out of any twelve (12) consecutive meetings held without due cause may be recommended by the Board for replacement by the City Council. Such failure to attend shall be deemed sufficient cause for the City Council to remove the member pursuant to RSA 673:13. Appointments made to fill any vacancies shall be for full terms to begin the date of appointment by the appointing authority unless otherwise provided in state statute.

#### **Article IV. Officers and Staffing**

- A. A **Chair** shall be elected at the first regular meeting of the Board each new calendar year by a majority vote of the members of the Board in attendance. The Chair shall preside over all meetings and hearings, appoint such committees as directed by the Board and shall sign documents on behalf of the Board.
- B. A **Vice-Chair** shall be elected at the first regular meeting of the Board each new calendar year by a majority vote of the members of the Board in attendance. The Vice-Chair shall preside in the absence of the Chair and shall have the full powers of the Chair on matters that come before the Board during the absence of the Chair.
- C. If the Chair and the Vice-Chair are not present, or cannot sit on a case due to a conflict of interest, then the Board shall elect a temporary Chair from its members for that particular case or meeting.
- D. The **Clerk** shall be the staff person designated by the Director of Planning and Community Development. If the City does not provide a staff person to perform the duties of the Clerk, then the Board may elect a temporary Clerk by majority vote of the members of the Board in attendance at the first regular meeting of the Board each new calendar year who shall serve as Clerk until approval and funding can be obtained to hire a dedicated Clerk as an employee of the City pursuant to RSA 673:16, I. The Clerk shall maintain a record of all meetings, transactions, and findings of the Board, as approved by the Board.

- E. All officers shall serve a term that expires at the first regular meeting of the Board each new calendar year and shall be eligible for re-election.

## **Article V. Procedures**

### **A. Site Visits.**

1. Members may make site visits before the public meeting, if authorized by the Applicant. Observations on such site visits may form, in whole or in part, grounds for a decision of the Board.
2. At no time shall more than two (2) members of the Board be present simultaneously during a site visit unless the site visit has been called as a public meeting and proper public notice as required by New Hampshire statutes has been given. Other than observations of the site, no evidence shall be taken; and there will be no discussions of the evidence or deliberations at such site visits.

### **B. Meetings.**

1. Regular meetings shall be held at a municipal building at 7:00 p.m. on the third Thursday of the month. Other meetings may be held on call of the Chair. All meetings shall comply with the public notice provisions of RSA 91-A:2, II.
2. A maximum of six (6) Applicant related items, which includes the combination of new applications and old business, shall be placed on the agenda for each monthly meeting, unless the Chair approves additional items. If no applications have been submitted to the Planning Department and there is no other business, the regularly scheduled monthly meeting may be canceled by the Chair.
3. The order of business for regular meetings of the Board shall be as follows:
  - a. Call to order by the Chair
  - b. Board and Staff Introductions by the Chair
  - c. Approval of minutes from the previous meeting
  - d. Changes to the Agenda/Special Announcements
  - e. Old Business
  - f. New Business – Disposition of new applications under consideration
  - g. Other Board Business
  - h. Adjournment
4. Nonpublic meetings. If required, the Board may conduct nonpublic meetings pursuant to the laws of the State of New Hampshire. The Chair shall conduct nonpublic meetings utilizing the Checklist prepared by General Legal Counsel for nonpublic meetings.

B. **Appeals.** Appeals from an administrative decision taken under New Hampshire RSA 676:5 shall be filed with the Planning Department within thirty (30) days of the date of the decision. Any appeal made after this deadline will not be considered timely.

C. **Quorum and Alternates.**

1. A quorum for all meetings of the Board shall be three (3) regular members, which includes alternates sitting in place of regular members, as designated by the Chair on a case by case basis before the public hearing.
2. If any regular Board member is absent from any meeting or hearing, or disqualifies himself from sitting on a particular case, the Chair shall designate one of the alternate members to sit in place of the absent or disqualified member, and such alternate shall be in all respects a full member of the Board while so sitting. The Chair shall use his or her reasonable discretion in choosing alternates, but shall endeavor to do so on a rotating basis, where possible and appropriate.
3. If there are less than five (5) members (including alternates) present, the Chair shall give the option to proceed or not to the Applicant. Should the Applicant choose to proceed with less than five (5) members present that shall not constitute grounds for a rehearing should the application fail.

D. **Parliamentary Authority.** All Meetings are conducted in accordance with Robert's Rules of Order, Eleventh Edition or later edition.

E. **Minutes.** Minutes shall be kept for all meetings of the Board. The minutes shall be kept in accordance with RSA 91-A and shall include the names of the members in attendance, persons appearing before the Board, all actions and motions coming before the Board including the votes of the members, and a general summary of all discussions. Draft minutes shall be provided to the City Clerk in accordance with RSA 91-A; minutes of public meetings shall be provided within five (5) business days of each meeting, and minutes of non-public meetings that have not been sealed pursuant to RSA 91-A:3 shall be provided within seventy-two (72) hours, for posting on the City website in draft form. Draft minutes shall be clearly marked "DRAFT". Draft minutes, with or without revisions, shall be approved by the Board at the next meeting of the Board or as soon as possible. Final approved minutes shall be provided to the City Clerk for posting on the City website.

F. **Recording of Meetings.** Recording of meetings shall be in accordance with Chapter 5 of the Dover Code ("Board, Commissions and Committees"), Section 5-1.M.

G. **E-mail accounts.** Board members may obtain a City of Dover e-mail address or use their own account to facilitate communications regarding meetings, agendas and the dissemination of information. Board members shall refrain from using e-mail to discuss the substance of any issue before or expected to be before the Board. Members shall not use email with other members where the e-mail discussion directly or indirectly involves a quorum of the Board. It is recommended that Board

Members refrain from using the "reply all" feature of the email. In addition Board members shall refrain from conducting the official business of the Board outside the view of the public and the press unless permitted by state law.

#### H. **Member Disqualification**

1. If any member finds it necessary to disqualify himself/herself from sitting in a particular case, as provided in RSA 673:14, the member shall notify the Chair as soon as possible so that the Chair can designate an alternate to sit in the disqualified member's place. When there is uncertainty as to whether a member should be disqualified to act on a particular application, that member or another member of the Board may request the Board to make a non-binding vote on the question of disqualification; only the member can disqualify himself or herself. Any such request shall be made before the beginning of the public hearing. The Board's vote shall be advisory and non-binding.
2. Either the Chair or the member disqualifying himself/herself before the beginning of the public hearing on the case shall announce the disqualification. A disqualified member shall not sit with the Board during the public hearing and during all deliberations on the case.

#### I. **Applications**

1. **Applications.** Each application for a hearing shall be made on forms approved by the Board and provided by the Planning Department to the Applicant. At each meeting of the Board, the Clerk shall provide the Board with all applications received by the Planning Department which have been received no less than twenty-one (21) days before the date of the hearing.

All application forms for the Zoning Board of Adjustment, and any revisions thereto, shall be adopted by resolution of the Board and shall become part of these Rules of Procedure.

2. **Fees.** Pursuant to RSA 673:16,II, all expenses incurred by the Board in connection with any Application shall be borne solely by the Applicant, including but not limited to fees and any expenses incurred for consultant services or investigative studies (as authorized by RSA 676:5,IV), unless otherwise waived by the Board for reason of special circumstance upon written request of an Applicant.
3. **Public Notice.** Public notice of hearings on each application shall be given in the Foster's Daily Democrat and shall be posted in two (2) public places not less than ten (10) days before the date of the hearing. Notice shall include the Applicant's name, description of the subject property, action desired by the Applicant, provisions of the zoning ordinance concerned, the type of relief

being sought and the date, time and place of the hearing. Personal notice of the hearing shall be made by certified mail to the Applicant and all abutters not less than ten (10) days before the date of the hearing. Notice shall also be given to the Planning Board, City Clerk and other parties deemed by the Board to have special interest in the application. The Applicant shall pay in advance for the cost of all required notice.

The Applicant must post near the front lot line of their property in clear view from the Street, the poster provided to them by the Planning Department. The poster must be posted no later than five (5) days before the hearing at which their application will be presented. If the poster is not posted, the Board may deem that as cause to disqualify the application.

**J. Public Hearing.** The conduct of public hearings shall be governed by the following rules:

1. The Chair shall open the public hearing by reading the public notice referring to the application.
2. Members of the Board may ask questions at any point during testimony after recognition from the Chair.
3. Any party to the case who wants to ask a question of another party to the case must do so through the Chair.
4. Everyone who speaks and is not a member of the Board or an advisor to the Board, shall be required to state his or her name and address and indicate whether he or she is a party to the case, an abutter or an agent or counsel to a party or an abutter.
5. The Applicant (or the Applicant's counsel or agent) shall be called by the Chair to present the application to the Board. Thereafter, those (or their counsel or agent) in favor of the application shall be allowed to speak. Once those in attendance in favor of the application have spoken, the Board shall hear those (or their counsel or agent) in opposition to the application. After those in opposition to the application have spoken, the Applicant (or the Applicant's counsel or agent) shall be allowed to speak in rebuttal. Once they have spoken in rebuttal, those in opposition (or their counsel or agent) shall be allowed to speak in final rebuttal. Upon completion of the final rebuttal, questioning by the Board Members and presentation by the staff of the City's comments, if any, the public hearing shall be declared closed; and the Board shall deliberate on the application or defer action on the application to a later date and schedule a date for continuance. After close of the public hearing no further comment from Applicant, abutter, or any other member of the public shall be taken.

6. Any person who speaks at a public hearing, other than the Applicant or an abutter, should clearly demonstrate and explain to the Board how he or she is affected directly by the proposal under consideration.
7. Any person who wants the Board to compel the attendance of a witness shall present his or her request in writing to the Chair not later than three (3) days prior to the public hearing.

**K. Decisions.** Decisions of the Board shall be governed by the following rules:

1. Any decision made by the Board that is in favor of the Applicant shall require three (3) votes, including the approval of any conditions.
2. The application shall be approved or denied based upon a majority vote by the members of the Board hearing the application. In the event an application is heard by only three (3) members, an affirmative vote shall require all three (3) votes.
3. The Board shall decide all cases within 31 days of the close of the public hearing and shall approve, approve with conditions, or deny the appeal.
4. All decisions shall be documented on a form that is approved by the ZBA. If the appeal is denied, the notice shall include the reasons therefore.
5. The Board has the authority to attach reasonable conditions in the granting of any relief. These reasons include, but are not limited to, those necessary to preserve the spirit of the Ordinance. The placing of conditions may also be designed to protect the adjacent landowners, preserve the essential character of neighborhoods, secure the basic values of the master plan, and attempt to provide that substantial justice is done. However, the condition or conditions must be related to the use of the land and not to the personal circumstances of the Applicant. Reasonable conditions shall also include the authority to make the decision conditional on placing on deposit with the City, in the manner provided by RSA 673:16 (II), sums of money to ensure compliance with such conditions. The conditions must be adhered to otherwise the granting of the appeal will be revoked. If the Board finds it necessary to attach conditions they must be spelled out in detail in the Board's decision. Pursuant to RSA 676:15 and 676:17 the Board may seek Injunctive Relief, a Fine, or both for the violation of a condition.
6. Notification of the decision shall be sent to the Applicant, shall be filed in the records of the Board, and shall be available to the public within five (5) business days.

- L. Voting:** The Chair may assign the task of making a motion to any Board member, or such motion may be made by any voting member. Should a motion result in a tie vote or not receive the necessary three (3) votes to decide in favor of the Applicant, the

opposite of the failed motion does not automatically prevail. The Board must put forth a new motion to affirmatively set forth a decision.

**M. Reconsideration by the Board:** The Board may reconsider a decision to grant or deny an application, or grant or deny a motion for rehearing provided such reconsideration is within the appeal period of the original decision as per *74 Cox Street, LLC v. City of Nashua*, 156 N.H. 228 (N.H. 2007). Motions for Rehearing can only be received at the Planning Department during normal business hours. See *Cardinal Development v. Winchester*, 157 N.H. 710 (N.H. 2008).

**N. Motions for Rehearing:** If the Board grants a motion for rehearing, a new public hearing shall be held within thirty (30) days of the decision to grant the rehearing, provided all notice fees are paid and an updated abutters list is submitted by the party requesting the rehearing. Notification of the rehearing shall follow the procedures set forth in RSA 676:7.

## **Article VI. Joint Meetings and Hearings**

**A.** RSA 676:2 provides that the Board may hold joint meetings or hearings with other “land use boards”, including the Planning Board, and that each Board shall have discretion as to whether or not to hold a joint meeting with any other land use board.

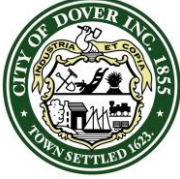
**B.** Joint meetings with any other land use board may be held at any time when called jointly by the Chairs of the two Boards.

**C.** A public hearing on any application before the Board of Adjustment will be held jointly with another board only under the following conditions:

1. The joint public hearing must be a formal public hearing on applications to both boards regarding the same subject matter; and
2. If the other board is the Planning Board, RSA 676:2 requires that the Planning Board Chair shall chair the joint hearing. If the other board is not the Planning Board, then the Board of Adjustment Chair shall chair the joint hearing; and
3. The provisions covering the conduct of public hearings, set forth in these rules, together with such additional provisions as may be required by the other board, shall be followed; and
4. The other board shall concur in these conditions.

## **Article VII. Amendment of Rules.**

These Rules of Procedure may be amended by a majority vote of the members provided that such amendment is presented at the meeting immediately preceding the meeting at which the vote is to be taken.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2015.03.11 – 025**

Resolution Re: Collective Bargaining Agreement International Association  
of Firefighters Local- 1312

WHEREAS: The City of Dover and representatives of the International Association of Firefighters Local, IAFF- #1312, 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 International Association of Firefighters Local, IAFF- #1312.

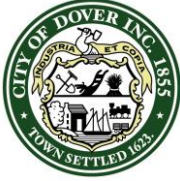
### AUTHORIZATION

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.1.

Resolution Number: **R - 2015.03.11 – 025**  
 Resolution Re: Collective Bargaining Agreement International Association of Firefighters Local- 1312

**DOCUMENT HISTORY:**

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

**DOCUMENT ACTIONS:**

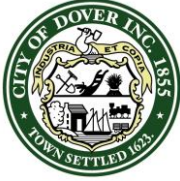
<b>VOTING RECORD</b>		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor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

**RESOLUTION BACKGROUND MATERIAL:**

The City participated in negotiations with the International Association of Firefighters, IAFF – Local #1312. Discussions started on December 13, 2014 bringing the contract to this point.

The summary of costs is as follows:

<b>City of Dover</b>												
<b>Summary of Change - IAFF (Firefighters) Tentative Agreement Cost Summary</b>												
	<b>Wage</b>				<b>Other</b>	<b>Total</b>	<b>Wage &amp;</b>				<b>Change from FY15</b>	
<b>IAFF</b>	<b>Amount</b>	<b>Dental</b>	<b>Medical</b>	<b>Retirement</b>	<b>Fringe</b>	<b>Fringe</b>	<b>Fringe</b>				<b>SQ</b>	
FY2015											52,487	1.60%
Estimate	2,080,698	21,468	610,124	580,297	42,428	1,254,317	3,335,015					
											<b>Change from FY15</b>	<b>Change from FY16</b>
FY2016											<b>Estimate</b>	<b>SQ</b>
Estimate	2,126,004	21,468	580,414	619,943	35,895	1,257,720	3,383,724	48,709	1.50%	2,241	0.01%	
											<b>Change from FY16</b>	<b>Change from FY17</b>
FY2017											<b>Estimate</b>	<b>SQ</b>
Estimate	2,219,401	22,328	600,131	647,177	38,117	1,307,753	3,527,154	143,430	4.20%	65,038	1.90%	
Totals	6,426,103	65,264	1,790,669	1,847,417	116,440	3,819,790	10,245,893					



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2015.03.11 – 026**  
Resolution Re: Collective Bargaining Agreement Dover Professional Fire Officers Association -2909

WHEREAS: The City of Dover and representatives of the R-2015 03 11-Collective Bargaining Agreement Dover Professional Fire Officers Association, IAFF- Local #2909, 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 Dover Professional Fire Officers Association.

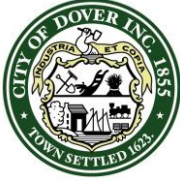
### AUTHORIZATION

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.2.

Resolution Number: **R - 2015.03.11 – 026**  
 Resolution Re: Collective Bargaining Agreement Dover Professional Fire Officers Association -2909

**DOCUMENT HISTORY:**

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

**DOCUMENT ACTIONS:**

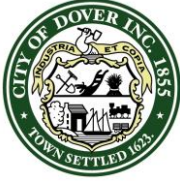
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason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

**RESOLUTION BACKGROUND MATERIAL:**

The City participated in negotiations with the Dover Professional Fire Officers Association, IAFF – Local #2909. Discussions started on December 30<sup>th</sup>, 2013 bringing the contract to this point.

The summary of costs is as follows:

City of Dover											
Summary of Change - DFOA (Fire Officers) Tentative Agreement Cost Summary											
	Wage				Other	Total	Wage &			Change from FY15	
DFOA	Amount	Dental	Medical	Retirement	Fringe	Fringe	Fringe			SQ	
FY2015										22,592	1.29%
Estimate	1,136,706	8,854	299,511	315,322	17,546	641,233	1,777,939				
										<b>Change from FY15</b>	<b>Change from FY16</b>
FY2016										<b>Estimate</b>	<b>SQ</b>
Estimate	1,189,811	8,854	285,147	346,949	18,650	659,600	1,849,411	71,472	4.02%	53,309	2.97%
										<b>Change from FY16</b>	<b>Change from FY17</b>
FY2017										<b>Estimate</b>	<b>SQ</b>
Estimate	1,230,993	9,210	294,713	358,958	19,346	682,227	1,913,220	63,809	3.45%	93,784	5.15%
Totals	3,557,510	26,918	879,371	1,021,229	55,542	1,983,060	5,540,570				



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2015.03.11 – 027**  
Resolution Re: Dover Arena LED Lighting Upgrade (B15021) and  
Authorization for Financing

WHEREAS: A sealed Request for Proposal #B15021 was issued and received for qualified firms to provide and install LED lighting at the Dover Arena with the option to include other city buildings in the future should it be advantageous for the city to do so. A prebid meeting was conducted at the Arena for interested firms on December 2, 2014 and proposals were received on January 6, 2015 at 11:00am; and

WHEREAS: Eight vendors submitted proposals and the evaluating team reviewed their offers and selected the three top qualified firms to give presentations of their proposal. Interviews were held on February 5, 2015 and the proposal deemed most advantageous was submitted by Affinity LED Lighting of Dover NH in the total amount of \$123,048.00; and

WHEREAS: The Affinity LED Lighting submitted the proposal to PSNH d/b/a/ Eversource Energy and was notified that funding is available through their Smart Start Revolving Fund program for the City's Arena LED Lighting Upgrade.

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

The City Manager, or designee, is hereby authorized to finalize contract language with the PSNH d/b/a Eversource Energy, consistent with the Purchase Agreement authorized herein, for the City Manager's signature.

AND FURTHER BE IT RESOLVED:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover's participation in the Smart Start Revolving Fund Program is hereby authorized for financing the City's Arena LED Lighting Upgrade project. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the Smart Start Revolving Fund Program and obtain a loan through the program for the Arena LED Lighting Upgrade project.

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

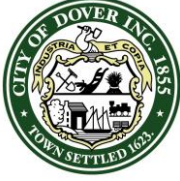
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor 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.**

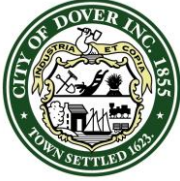
Resolution Number: **R – 2015.03.11 – 027**  
Resolution Re: Dover Arena LED Lighting Upgrade (B15021) and  
Authorization for Financing

### 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 – 2015.03.11 – 027**  
Resolution Re: Dover Arena LED Lighting Upgrade (B15021) and  
Authorization for Financing

### **RESOLUTION BACKGROUND MATERIAL:**

The city solicited requests for proposals for qualified vendors to provide and install LED lighting upgrades to the Dover Arena. Firms were asked to provide details in the proposal of a full lighting audit, utility rebate process, and detailed payback proposal. The city used the Dover Ice Arena as the initial test site with potential to include several other city buildings that could benefit from this service that may be incorporated in the future to the selected vendor. Vendors were instructed that it is probable that the economic success of these projects will depend on funding sources. These funds may derive from a variety of sources including rebates, and renewable energy credits.

Affinity LED Lighting proposal offered a program funded by PSNH d/b/a Eversource Energy where they pay 100% of cost to the selected vendor 50% down and 50% upon completion of the project. The city would then pay back the amount through a monthly invoice. The Efficiency Loan payback would show a separate line on the monthly invoice. The estimated monthly savings is \$2,778.77 with monthly payback charge of \$2,751.46 yielding net positive of \$27.31 monthly.

The Arena LED Lighting Upgrade is eligible for Smart Start funding. The upgrade project is estimated to cost \$123,048 and is eligible for net rebates totaling \$12,989.43. This will result in the amount of \$110,058.57 being financed. In accordance with the NH Municipal Finance Act (RSA Chapter 33), the Purchase Agreement with Eversource Energy and related participation in Smart Start Program is deemed long term debt. The City has determined utilization of the Smart Start Program is most advantageous to the City of Dover.

### **Debt Authorization versus Debt Retirement**

The following table compares the tentative authorization amount to the amount of debt being retired:

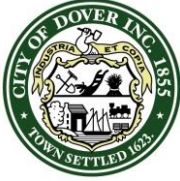
<b>Description</b>	<b>General Fund</b>
FY16 City CIP Authorizations	3,975,000
This Authorization	110,059
FY16 Debt Retirement	4,556,523
Net Change	<u>(471,464)</u>

### **Rate Impacts**

The financing of \$110,058.57 through the Smart Start Program over a 40 month period is estimated to cost \$2,751.46 per month, or \$33,017.52 for FY2016. This is estimated to have a \$0.01 tax rate impact. This impact is forecasted to be offset by savings in electrical costs for the Arena. Therefore, there would be no actual tax impact.

### **Legal Debt Limits**

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2014 and this authorization, against the legal debt limits. Legal debt limit for the City General Fund is based on 3.0% of equalized assessed value.



**CITY OF DOVER**

## CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2015.03.11 – 027**  
 Resolution Re: Dover Arena LED Lighting Upgrade (B15021) and  
 Authorization for Financing

Description	General Fund
Debt Outstanding	45,694,305
Authorized - Unissued	9,687,004
<b>Total Issued &amp; Unissued</b>	<b>55,381,309</b>
This Authorization	110,059
<b>Grant Total</b>	<b>55,491,368</b>
Legal Debt Limit	85,422,803
Unused Capacity	29,931,435
Percent Unused	35.04%

**Bid Information:**

B15021 LED Lighting upgrade for Dover Arena and potentially other city facilities

**Award Information:**

It is the intent to award this Arena LED Lighting project and potential future city LED Lighting projects to the selected vendor Affinity Lighting of Dover NH contingent upon available funding.

A draft contract is attached hereto; City staff will work with PSNH d/b/a/ Eversource Energy to finalize the terms of the contract following City Council approval.

**Purchasing Information:**

<b>Type:</b>	Contract	<b>Advertised:</b>	No
<b>Invitations Mailed:</b>	NA	<b>Number of Responses:</b>	NA
<b>Warranty:</b>	Per manufacturer	<b>Terms:</b>	Net 30, FOB Dover
<b>Work Bonded:</b>	No	<b>Contract:</b>	Yes
<b>Prices will hold for:</b>	Until Competed	<b>Estimated Delivery:</b>	As needed
<b>Recommended Award to:</b>	Affinity LED Lighting of Dover NH	<b>Fund:</b>	PSNH / Eversource Efficiency Loan Fund
<b>Other Approvals Required:</b>	Yes PSNH d/b/a Eversource Energy	<b>References Checked:</b>	Satisfactory
<b>Previously Worked for City:</b>	No	<b>Reason for Council Approval:</b>	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Exhibit A – Bid Results  
 Exhibit B – Draft Contract Documents

B15021 LED Arena	Option 1	Option 2	option 3	Dimming Option 1	Dimming option 2
Apex Lighting Solutions 1200 Elm St Manchester NH	\$ 140,000.00				
Harry-O Electric PO box 7812 Loudon NH	\$ 22,600.00	\$ 38,700.00	\$ 99,700.00		
Smartwatt Energy 400 Mason Rd Fairport NY	\$ 140,186.00			\$ 164,344.00	\$ 146,906.00
Energy Management Consultant 120 Thadeus St SO Portland ME	\$ 125,050.00			\$ 147,468.00	
Affinity Lighting 1 Washington Sr Dover NH	\$ 98,956.00	\$ 88,948.00		\$ 133,056.00	\$ 123,048.00
M2 Facilities Solutions 151 Epping Rd Exeter NH	\$ 126,832.00	\$ 152,977.00			
AB tech Solutions 67 Tyngsboro Rd Westford MA	\$ 56,101.00				
Renewable Energy Designs 265 Franklin St Boston MA	\$ 103,435.00	\$ 109,383.00			

All Costs are before  
incentives from Eversource

**PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE D/B/A EVERSOURCE  
ENERGY  
Smart Start Program  
*Purchase Agreement***

Customer Name: City of Dover

Agreement Date: 03/04/2015

Mailing Address: 110 Portland Avenue, NH 03820

Telephone: (603) 516-6060

Facility(ies): Dover Ice Arena

Occupancy:  Owner  Renter

Customer will own Smart Start measure(s):  Yes  No

**1. SMART START MEASURE(S) PURCHASED, COST & ESTIMATED SAVINGS**

**See Appendix I for costs, rebates, estimated savings and project financing payment options.**

**2. INFORMATION ACCURACY**

Customer has made every effort to provide Public Service Company of New Hampshire d/b/a Eversource Energy ("Eversource") with accurate information about the participating building to enable Eversource to assess the energy efficiency of Customer's premises and equipment. Customer acknowledges that the accuracy of Eversource's savings estimates depends on the accuracy of information Customer provided to Eversource.

**3. CUSTOMER RESPONSIBILITIES**

- 3.1 Make consecutive monthly payments of: **See Appendix I** to Eversource until all payments have been made or Customer no longer has an account with Eversource.
- 3.2 Notify Eversource if any of the above measures stop working. Eversource will only pay for repair costs if Customer notifies Eversource and allows Eversource to verify measure failure and authorize the repair. Customer will allow Eversource to inspect the measure(s) to verify measure failure and that failure is not due to customer damage. If Eversource does not inspect the measure and arrange for its repair within 10 business days, Customer's obligation to make monthly payments will cease. However, if Eversource does not arrange for repairs because of Customer's failure to provide reasonable access as noted in Section 5.7 below, Customer's monthly payment obligation will continue.
- After any warranty payments are applied, if Eversource has any repair costs that were not reimbursed, Eversource may increase the number of remaining payments to recover all of its costs for repairs, including its cost for administration. Alternatively, Customer may repair measures at Customer's expense and, if applicable, will be entitled to any reimbursement from existing warranties.
- 3.3 Maintain the installed Smart Start measure(s) in place for at least as long as there are payments due under this Agreement unless otherwise agreed to by Eversource. If Customer will own the measure(s), the Customer is also responsible for any required maintenance and for costs incurred from failure to properly maintain the measure(s).
- 3.4 Be responsible for costs associated with Customer damage.
- 3.5 Notwithstanding Customer's responsibility for costs associated with Customer damage or responsibility for maintaining measures, Eversource may repair a measure that is not working (and seek compensation from

Customer or owner as appropriate), and recover any costs that were not reimbursed after warranty payments are applied by increasing the number of payments.

- 3.6 Make a good faith effort to participate in Eversource follow-up surveys that are part of evaluating program effectiveness following the installation of the Smart Start measure(s).
- 3.7 When the Customer is the owner of the premises, the Customer shall make all the remaining payments upon closing their electric account or disclose the Smart Start monthly payment obligation to the next customer. The attached disclosure form should be used to disclose the Smart Start obligation to the successor customer. Failure to disclose will constitute permission by the Customer for the next customer to break a lease or purchase agreement for the premises within five business days of applying for electric service. A signed copy of the disclosure form will constitute proof of disclosure. Make sure to save a copy for your protection.

#### **4. CUSTOMER AUTHORIZES EVERSOURCE TO:**

- 4.1 Assign the Smart Start Tariff to this location which shall remain in full force until the final Smart Start payment has been paid unless earlier terminated by mutual agreement of Eversource and the customer at this location.
- 4.2 Be its exclusive Agent to coordinate and facilitate the installation of the Smart Start measure(s) listed above and related work including arranging for servicing or replacement if any of the Smart Start measures fail prior to the Customer making the final payment. Notwithstanding the above, Customer may repair measures at Customer's own expense as described in Section 3.2.
- 4.3 Enter into the Contractor Installation Agreement with the Contractor on behalf of the Customer for the purpose of installing the Smart Start measure(s) and related work. The Customer understands that an Independent Contractor-Customer relationship has been created by virtue of the Contractor Installation Agreement and that the Contractor is not an Employee or Agent of Eversource. Eversource will not be liable for personal injury or property damage caused by Contractor or Contractor's agents or employees.
- 4.4 Enter into change orders with Contractor on behalf of the Customer so long as the change orders do not increase the Customer's monthly payment amount under the terms of this Agreement. Customer understands that any change order that increases Customer's monthly payment amount under this Agreement must be agreed to in writing by Customer, Eversource, and the Contractor.
- 4.5 Issue checks on behalf of the Customer as payment to the Contractor upon satisfactory progress and/or completion of the work pursuant to the terms of the Contractor Installation Agreement. The Customer understands Eversource is not a guarantor of the work performed by the Contractor and that the Contractor is solely responsible for the installation of the Smart Start measure(s). Eversource is also not a guarantor of products and this Agreement does limit or increase Customer's rights regarding manufacturers, vendors and contractors.
- 4.6 Obtain insurance (e.g., fire) or authorize its agent to obtain insurance on the premises sufficient to ensure Eversource or its financing agent recovers all costs associated with measure installation. Any insurance costs are included in the measure costs noted above.

#### **5. AGREEMENT DURATION, TERMINATION AND MISCELLANEOUS PROVISIONS**

- 5.1 This Agreement shall remain in full force and effect until the final Smart Start payment has been made, Customer closes the account at this location or the Agreement is terminated by mutual consent of the parties.
- 5.2 No Smart Start payments will be due to Eversource until these premises are occupied but no later than three months after the completion of the work.
- 5.3 If the Customer breaches any of the terms of this Agreement, Customer shall reimburse Eversource for all costs incurred for these Smart Start measures. Such costs include but are not limited to all costs for measures, installation, repair or replacement, administration, litigation, product subsidy, and interest.

- 5.4 At Customer's request, Eversource may terminate this Agreement. Customer must pay all costs Eversource incurred for these Smart Start measures.
- 5.5 No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of both parties to this Agreement.
- 5.6 Notice from one party to the other under this Agreement shall be deemed to have been properly delivered if forwarded by First Class Mail to Customer or Eversource addresses noted on this page.
- 5.7 Eversource maintains a right of inspection and access for repair, upon reasonable notice and during normal business hours, of the Smart Start measure(s) installed pursuant to this Agreement for the duration of this Agreement.
- 5.8 The provisions of this Agreement shall benefit and bind the successors and assigns of Customer and Eversource. If any of this Agreement shall be held invalid or ineffective in whole or in part, such determination shall not be deemed to invalidate any of the remaining portions of this Agreement. This Agreement is governed by New Hampshire law.

City/Town/School District

Public Service Company of New Hampshire  
d/b/a Eversource Energy

By: \_\_\_\_\_  
(Print Name)

By: \_\_\_\_\_  
Thomas R. Belair

By: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

MUNICIPAL/SCHOOL DISTRICT ADDENDUM TO  
SMART START PURCHASE AGREEMENT

A. Payments: City/Town/School District represents that it reasonably believes that funds can be obtained that are sufficient to make all payments during the term of this Smart Start Purchase Agreement and agrees that it will do all things lawfully within its power to obtain and maintain funds from which the payments may be made, including making provisions for such payments to the extent necessary in each annual budget submitted to the City Council/Town Meeting/School District Meeting for the purpose of obtaining funding; using its bona fide best efforts to have such portion of the budget approved. It is the City's/Town's/School District's intention to make payment for the full term of this Agreement if funds are legally available to do so. If appropriated funds are less than are required to perform this Agreement the parties will negotiate to determine a level of Smart Start Monthly Payments which will allow City/Town/School District to continue its obligation to pay for the Smart Start Measures within a mutually acceptable period of time.

Termination on Account of Nonappropriation of Funds: If the parties are unable to negotiate a level of Smart Start Monthly Payments that can be made within available appropriated funds, this Agreement may be terminated only if the following conditions are met that:

- (i) funds were not appropriated for any fiscal period during the term of this Agreement in an amount at least equal to the payments due during that fiscal period for the Smart Start Monthly Payments;
- (ii) written notice of nonappropriation of funds was given to Eversource within thirty (30) days of the adoption of the final budget for that fiscal period;
- (iii) City/Town/School District has exhausted all funds legally available for all payments due under the Agreement; and
- (iv) City/Town/School District acted in good faith and properly and in a timely manner requested sufficient funds to satisfy the obligations due under this Agreement and it diligently pursued and exercised all reasonable efforts to obtain such funds from the governing body that controls such appropriations;

The City's/Town's/School District's legal counsel must certify in writing that all of the above steps were taken. Upon satisfaction of these conditions and counsel's letter verifying same, this Agreement shall be terminated as of the first day of the fiscal period for which sufficient funds were not appropriated; provided, however, that Eversource's rights under the laws of the State of New Hampshire and Eversource's tariff and the Rules and Regulations of the Public Utilities Commission, survive the termination of this Agreement, including, but not limited to, pursuit of damages in a court of competent jurisdiction, the repossession of the installed Smart Start measures at City's/Town's/School District's expense and termination of service for nonpayment at the Customer location where the Smart Start Measures were installed.

B. Cancellation: Subject to payment of all amounts due upon expiration or termination of this Agreement, City/Town/School District may cancel this Agreement by providing Eversource written notice to that effect not later than Sixty (60) days before the effective date of the expiration or termination.

WHEREFORE Eversource and the City/Town/School District have duly executed this Addendum to the Smart Start Payment Agreement on the date written below.

City/Town/School District

Public Service Company of New Hampshire d/b/a Eversource Energy

By: \_\_\_\_\_  
(Print Name)

By: \_\_\_\_\_  
Thomas R. Belair

By: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Public Service Company of New Hampshire d/b/a Eversource**  
**SMART START Program - Customer Purchase Agreement: APPENDIX I**  
 Project Financing Summary / Repayment Option Approval

Prepared for: **City of Dover**

Date Prepared: **03/05/2015**

Facility: **Dover Ice Arena**

Eversource Account #: **800062601**

Description: **Lighting Upgrades**

Vendor: **Affinity LED Lighting**

<b>COST / REBATE INFO</b>	<b>...NO Financing Pay Outright</b>	<b>...with Eversource Financing</b>	<b>Difference</b>
Project Cost (from proposal):	\$123,048.00	\$123,048.00	
Eversource Rebate: *	- \$20,255.90	- \$18,230.31	\$2,025.59
Net Project Cost:	= \$102,792.10	= \$104,817.69	
SMART START Program Charge: ** <small>(one time charge of 5%)</small>	+ N/A	+ \$5,240.88	+ \$5,240.88
<b>Total Project Cost:</b>	= <b>\$102,792.10</b> <small>(outright cost)</small>	= <b>\$110,058.57</b> <small>(amount financed)</small>	<b>\$7,266.47</b> <small>("cost" to finance)</small>

**ESTIMATED SAVINGS INFO \*\*\***

Estimated Annual Bill Savings:	<b>\$33,345.25</b>	Eversource Rate: <b>GV</b> <small>Rates in effect as of: 01/01/2015</small> Est. kWh Savings: <b>226,551</b> Est. KW Savings: <b>51</b> Months w/ KW Svgs: <b>12</b>
Estimated Monthly Bill Savings:	\$2,778.77	
75% of Est. Monthly Svgs:	\$2,084.08	
25% of Est. Monthly Svgs:	\$694.69	

**PAYMENT INFO \*\*\*\***

**Payment Option 1** - Keep 25% of the Est. Monthly Bill Savings as immediate Cash Flow. Use 75% to repay Eversource.

**Payment Option 2** - Use 100% of the Est. Monthly Bill Savings to repay Eversource. (Shorter Repayment Term)

<b>Initial Choice</b>	<b>Consecutive Payments of (Delivery Charge)</b>	<b>x</b>	<b>Repayment Term (Months)</b>	<b>=</b>	<b>Total Payments</b>	<b>Estimated Monthly Cash Flow ***</b>	
<input type="checkbox"/>	<b>Payment Option 1</b> <small>(Use 75% Keep 25%)</small>	\$2,116.51	x	52	=	\$110,058.52	\$662.26
<input type="checkbox"/>	<b>Payment Option 2</b> <small>(Use 100%)</small>	\$2,751.46	x	40	=	\$110,058.40	\$27.31

**SIGNATURE / APPROVAL**

By signing below I authorize the repayment schedule (Payment Option), chosen above, as initialed in the box next to the Option chosen.

By: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_  
print name signature

\* Rebates for Projects that are financed through the SMART START Program are subject to a 10% reduction.

\*\* The SMART START Program Charge is a one time charge accessed at 5% of the Net Project Cost.

\*\*\* All Bill Savings and Cash Flow figures are estimates only and are not guaranteed nor implied.

\*\*\*\* Due to the requirement for the Repayment Term to be a whole number in months the Repayment Delivery Charge may not exactly equal 75% or 100% of the savings.