



City Manager's Report

City of Dover, New Hampshire

May 27, 2015

Reporting on April 2015



Garrison Hill Tower

J. Michael Joyal, Jr.
City Manager



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Information contributing to this City Manager's Report is gathered on a monthly basis from all departments and is deciphered into various categories. You will find these departmental updates are governed by our core values; Customer-Focused Service, Integrity, Innovation, Accountability and Stewardship.

Monthly statistics are gathered and tracked by the City Manager. You will find charts and graphs throughout the City Manager's Report, depicting some of these statistics. Statistics in their entirety can be found on the City Manager's page of the City website.

City of Dover Leadership Team



Gary Bannon
Recreation Director



Daniel Barufaldi
DBIDA Director



Cathleen Beaudoin
Library Director



Anthony Blenkinsop
City Attorney



Anthony Colarusso
Police Chief



Annie Dove
Information
Technology Director



Richard Driscoll
Fire & Rescue Chief



Daniel Lynch
Finance Director



Lena Nichols
Public Welfare
Director



Christopher Parker
Assistant City Manager-
Planning Director



Douglas Steele
Deputy City Manager -
Community Services Director



Alison Webb
Human Resources
Director



Michael Joyal
City Manager

Utilities

The Water/Sewer Billing Office bills for industrial usage on a monthly basis and residential usage on a quarterly basis.

	Records Billed	Meter Rent	Total Water Service Billed	Total Sewer Service Billed	Other Service Billed
Monthly Industrial Usage	741	\$2,324	\$107,653	\$146,610	\$5,773
4th Quarter Residential Usage	7,870	\$33,638	\$563,341	\$691,319	\$6,482
** Other Service: Backflow Inspections, Hydrants, Firelines & Service Charges					

Crews assisted the road reconstruction contractor on Silver Street with various water main shut downs. Crews also worked an overnight to install a 12" water gate on Cushing and Folsom Street. This will allow the road reconstruction crews to work in the Cushing and Silver Street areas without shutting down water on Washington Street.

Several utility employees used heavy equipment to repair both a corporation leak and replaced a piece of a 16" main as well as a 16" water gate on Lilac Lane.

Crews conducted three fire flow tests for businesses and/or contractors on Broadway, Dover Point Road and Central Avenue.

Crews have been patching asphalt due to water breaks during the winter months as-well-as loaming and seeding other areas that were dug up for frozen pipes.

Water meter crews attended to 61 stopped meters, 42 final readings, 21 turn-ons, 13 new meter installs, and the monthly/quarterly meter readings.

Administrative staff received three calls for sewer backups. Crews evaluated each site and determined all blockages to be the on resident's side of the service.

A major sewer failure was experienced outside of the Varney Brook Pump Station. Bypass pumping was established into an old force main from the pump station to Court Street while repairs took place. Crews excavated and discovered a horizontal split in the wey (triangular junction). The wey was replaced with a tee and the station was placed back online.

Water Rate: \$4.69

Sewer Rate: \$7.24

The Utility Division Maintains:

3 Water Treatment Facilities

158 Miles of Water Mains

One 3,000,000 Gallon Water Storage Tank

One 713,000 Gallon Water Storage Tank

123 Miles of Sewer Pipe

23 Wastewater Pumping Stations

One Wastewater Treatment Facility

850,000,000 Gallons of Wastewater per Year

8 Wells:

- Griffin Well
- Ireland Well
- Calderwood Well
- Campbell Well
- Cummings Well
- Smith Well
- Hughes Well
- Bouchard Well



City Streets, Grounds, Facilities & Parks

The Henry Law Park Improvement project is entering the next phase which is site design and engineering. The bids were received and are being reviewed for a June award. The Friends of Dover Recreation 501 © 3 is acting as the charity to accept funds for the Henry Law Park Project brought in by a Go Fund Me link at <http://www.gofundme.com/c8ebd4>

The lease of the Butler Building on River Street has allowed access to the Cocheco River this spring for Great Bay Rowing and the UNH Crew over the last two months once ice was out of the river. Dozens of rowers have benefitted from this opportunity. The LWCF grant application to assist with the construction of a dock was tentatively approved at the State level and is awaiting review on the Federal level. Hopefully the city will hear by mid-summer if it is approved.

Various parks around the City are being prepared for spring use, as well as the ball fields. Plans are underway to convert one Tennis court location into Pickle Ball courts by the summer.

The South End Fire station's roof was replaced through the utilization of the Capital improvements program.

Public Works administrative staff fielded 61 service calls requesting pothole repairs. Crews repaired 496 potholes, patched 192 manholes and applied 64.56 tons of asphalt on various areas throughout the city.

Public Works staff received service calls for 6 mailbox repairs and crews were able to go out and repair all 6. Crews have also begun the annual loaming and seeding of lawns that were damaged as a result of city snow removal.

Crews have cleared off the excess sand from the sidewalks and street sweeping has commenced. All sand barrels have been picked up from around the city and stored for the summer months.

Due to flooding, crews have spent a significant amount of time clearing debris from catch basins. One Truck Driver assisted Felix Septic Service with the annual cleaning of the catch basins, cleaning a total of 1369 catch basins this spring.

Highway crews cleaned out all sanders, washed them, and inspected and logged any needed repairs. They then stored the equipment until next season. Crews also cleaned the salt shed and areas around the pole barn and removed frost heave signs throughout the city.

Dover Maintains

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



Facilities & Grounds handled 8 complaints regarding trees. Pruning is necessary in some areas. One tree will be taken down by City employees and two others will be evaluated by Urban Tree.

The Facilities, Grounds and Cemeteries employees handled 2 service calls and 243 work orders in the month of April. There were 3 ash burials in Pine Hill Cemetery during this month. One foundation was poured for a personal columbarium in Pine Hill Cemetery and eight markers were installed. Cement bases were made to accommodate the bronze veteran's markers that come into the cemetery periodically. Many hours were spent repairing areas where winter burials took place due to settling of the ground. During the winter weather, sand is used and then removed in the spring, being replaced with loam. These areas are then reseeded. The students from Dover's Alternative School spent a few hours in Pine Hill picking up broken limbs, litter and other debris left over from winter.

Baseball fields have been attended to. All ten ball fields were cleaned, groomed and lined, irrigation system meters were installed and then systems were tested. The Shaw's Lane concession stand was prepped for the season and the soccer field lined for the first games of spring. Four windows at Shaw's Lane needed to be replaced as they had been broken by vandals. The lining of the Woodman Park ball field occurred eighteen times and the soccer field was lined twice.

The Christmas tree was removed at Henry Law Park and the flag pole was re-installed. Sand barrels were picked-up from various locations and put in storage. Snow removal equipment was moved to storage while lawn mowers were transported back to Facilities & Grounds and put to use. The whiskey barrels were moved to Wentworth Greenhouses for filling to adorn the islands in the lower square before Memorial Day.

The cover was removed from the Jenny Thompson pool, and many hours were spent preparing the pool itself for summer operations. To prep the pool, the pool is drained, the walls and floor are cleaned and any repairs to the surfaces are made, the dive well is cleaned and then the pool is filled with water. The plumbing that was winterized is changed, the gas hot water heaters are reinstalled, the pool filters are cleaned of any debris and the system is charged. The grounds were cleaned-up of leaves and winter debris around the pool and picnic tables were removed from where they are stored and set out.

A photo eye in one of the décor lights was replaced, located in the upper square, as they were staying on all day. Two lights had bulbs replaced. Décor lights on the Makem Memorial Bridge needed attention this month. One pedestrian button was repaired, one Opticom sensor (that changes the lights when the emergency vehicles come through an intersection) was hanging and was replaced, as well as one school zone light that was repositioned. Seventeen signs were installed or replaced; seven of these were for metered parking signs. A total of thirteen signs and posts were installed or replaced; three of these for the parking program.

In April, fifty work orders pertaining to building or facility issues were processed. The work orders ranged from recalcitrant lock mechanisms to lights bulbs, repairing broken chairs and dealing with toilet issues. A hot water heater was replaced in the Fleet Maintenance area at the Public Works Facility.

The Facilities & Grounds Division continued the day-to-day maintenance and cleanup of municipal buildings, as well as handling daily requests for service at the Library, McConnell Center, City Hall and the Police Department. Custodial duties were performed at the Public Works Facility, Train Station and City Hall, in addition to filling in at the Library and McConnell Center as needed. The doors at City Hall were opened for the public on 17 days and one day for a special event. Employees began conducting the required monthly fire extinguisher and elevator inspections which is ongoing.

Six keys were issued for various reasons. Four Dig Safe requests were responded to and crews spent time marking dig safes for new historical marker locations.

City flags were lowered to recognize the anniversary of the assassination of Abraham Lincoln.

Cemeteries:

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

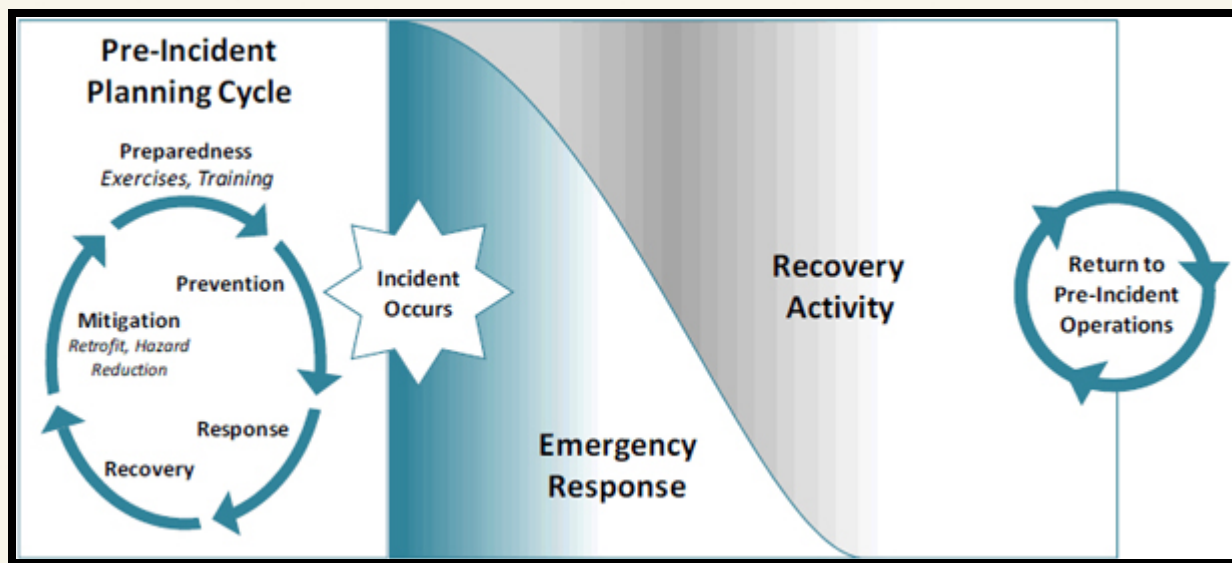
Parks & Playgrounds

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

Emergency Management



The Emergency Manager and Department Heads are constantly preparing for emergencies or the “pre-incident preparedness with exercises, training and planning”. An incident occurs. Each department has their response to an incident or emergency that is dictated in their department role. This is followed by the recovery effort. Each event is different. Our typical emergencies bring this cycle down to days. When a large event happens to a region the timeline is expanded. The Juno Blizzard happened in January. The Fire Department is still putting man hours into the recovery activities to make the City whole again.



The Emergency Manager met with FEMA to start the review process for the Juno Blizzard reimbursement. FEMA will provide assistance for a 48-hour period, to allow time for the appropriate State and local officials to address the most critical emergency needs. The 48-hour period for snow removal assistance may begin at a time other than when the storm actually began. The disaster assistance applicants will designate the beginning of the 48-hour period. The 48-hour period was based off of maximum reimbursement costs across the City. This is an example of the man hours that have followed this event.

Amateur Radio Emergency Services had their monthly meeting at the North End Fire Station. They are the behind the scenes communication net that runs during major infrastructure failures. When phone and email lines go down, they are the back bone of communication across the country.

The Fire & Rescue has worked hard to support the Dover School System over the month. The Career Technical Center class for Firefighter 1 and EMT are provided at the North End station. The firefighter 1 class took their Hazmat Operations Test. They all passed on their first attempt. These are sixteen year old students that are fortunate enough to be able to take adult level education in High School. At the OSHA First Responder Operations level, personnel will be able to take defensive actions to help limit the effects of a spill, such as operating remote valves or laying down barriers to prevent the material from entering storm drains. You do not contact the material. This covers all of the concepts of response, safety, hazard and risk assessment, and actions that can be taken by those with this level of certification. Some jobs that frequently require this training are Police Officer, Firefighter, Paramedic, Emergency Medical Technician (EMT), Public Works employee, or facility Emergency Response Team members. All of the EMT students performed their required 10 hours of ride time on the ambulance. This exposes the individuals to real life scenarios that they observe and are quizzed on by the department's experienced ambulance crews.



Communications Bureau:

Communications Bureau statistics for April are:

Radio Transmissions	10,619
Phone Calls	7,918
Police Alarms	67
Lobby traffic	403
911 calls	374

Collision Investigation Team:

Members of the Collision Investigation Team were not called out during the month of April.

K-9 Unit:

The Department has one K-9 handler, Officer Tim Keefe, who works with his K-9 partner, Grinko. During the month of April the K-9 Unit conducted a total of 20 hours of training. Additionally, Grinko was used to attempt to apprehend a suspect fleeing from the scene of a drug arrest on April 23, 2015.

Special Investigations Bureau (SIB):

Ten registered sex offenders were processed during the month by the Dover Police Department's Special Investigations Bureau. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIB detectives investigated a felony level assault that occurred outside a downtown bar. As a result of the investigation, an arrest warrant had been issued for a Rochester man and he was arrested shortly thereafter.

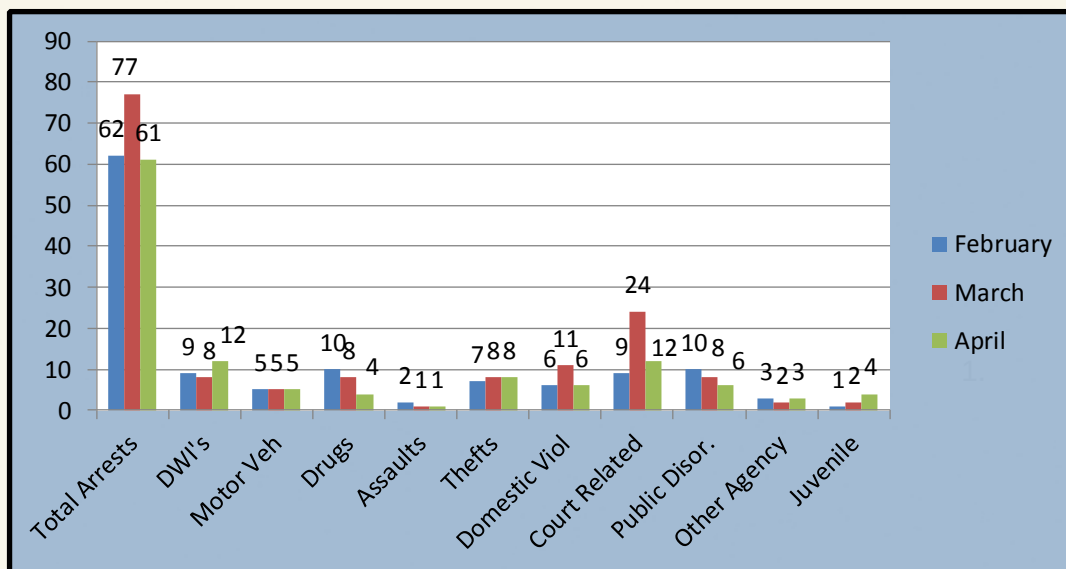
Throughout April, SIB detectives assisted the Strafford County Drug Task Force with multiple investigations into illegal narcotics traffic in Dover.

SIB personnel also investigated two unattended deaths that occurred in Dover, both of which were suicides.

Detective Pike assisted the Kennebunk Police Department with their selection process for a detective position on April 27, 2015.

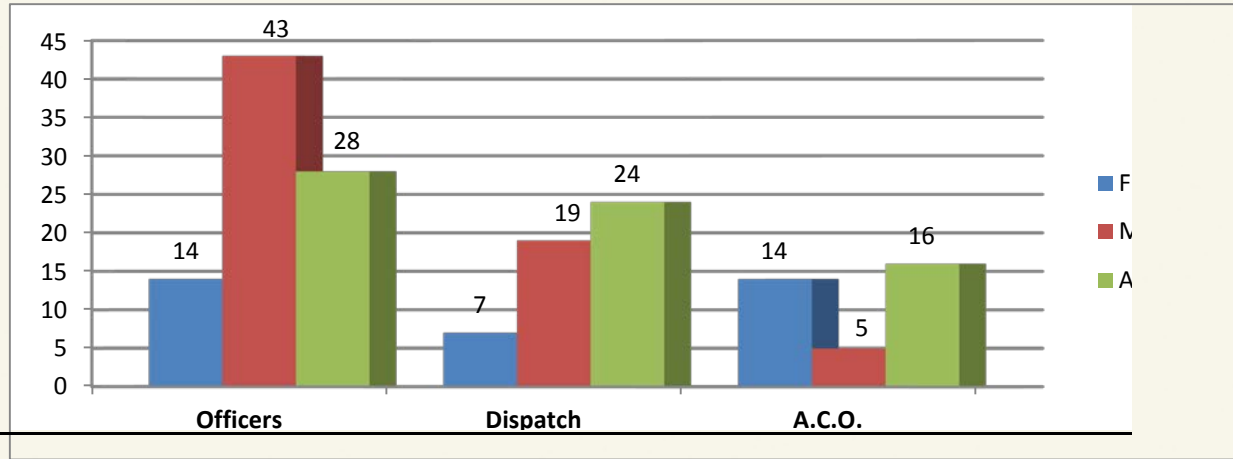
Patrol

During the month of April 2015, there were 8 letters generated by the Dover Police Department that were sent to a certain licensed liquor establishment in Dover. Letters are sent as a result of analysis of police reports involving overly intoxicated persons. When it is determined an overly intoxicated person had been over-served, a letter is sent from the Police Department to the establishment. The letter, along with the police report, is also sent to the NH Liquor Commission's Bureau of Enforcement.



The above chart depicts arrests made in general areas of enforcement. Theft covers all types of thefts and burglaries. Court related covers Electronic Bench Warrants issued by the Court and Violations of Court orders. Public Disorder arrests include Criminal Mischief, Resisting Arrest, Disorderly Conduct, Criminal Trespass and Unlawful Possession of Alcohol.

Animal Control:



Breakdown of Calls – Animal Control Officer

5 Found Animals
 1 Injured Woodchuck
 1 Dog Bite
 4 Dogs in Car
 2 Deceased Chickens
 3 Loose Dogs
 1 Sick Raccoon

Breakdown of Calls – Dispatch

13 Missing Animals
 3 Found Animals
 1 Injured Deer
 1 Bat in Hallway
 3 Loose Dogs
 1 Deceased Opossum
 2 Cats Stuck in Trees

Breakdown of calls – Officers

4 Dog Bites
 5 Found Animals
 5 Struck Deer
 2 Barking Dogs
 4 Loose Dogs
 5 Animals in Cars
 2 Coyote/Fox Sightings
 1 Struck Beaver

The Animal Control Officer (ACO) returned a total of 36 voicemail messages. Additionally, the ACO followed up on 6 reports that were generated by officers.

Two chickens were found deceased on the Community Trail by Folsom Street. ACO Ladisheff determined that they were killed by a raccoon and she was able to find the owner of the chickens.

An injured raccoon was found on Tanglewood Drive that was sickly looking and had a fractured leg. The ACO determined that the animal was not a candidate for rehabilitation and had an Officer put the animal down.



Found dog Sampson

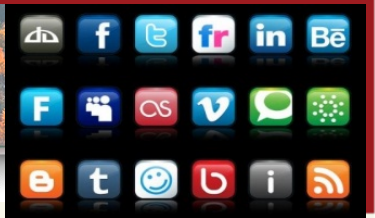


Otis and Joanie on their way home thanks to their microchips.

Downtown Liaison Unit

25	Pedestrian Crosswalk Warnings
32	Public Assists
11	Motor Vehicle Pedestrian Right of Way Warnings
04	Motor Vehicle One Way Warning
22	Parking Assists
10	Warning Bike on Sidewalk
06	Warning Skateboarding Downtown
03	Trespass Warnings
03	Assists of Community Action Homelessness Liaison





The Fire & Rescue Department supported two community running events. The department sent a Fire Engine and Ambulance to the Saint Mary's 5K race. This is a fundraising event for St Mary's Academy. The department also sent a Fire Engine and Ambulance to the Red's Road Race 5 Miler. Red's supports Community Action Partnership CAP, Woodman Park School, Community Partners and Malley Farm. These various standbys are the on duty crews that cover the City. Crews stand by at the event but if another emergency happens they respond to the emergency.

The Fire & Rescue on duty crew took Truck 1 to a Cub Scout event to help them with their egg drop experiments. There was also a Cub Scout tour of the Fire Station.

April was a busy month for Fire & Rescue membership mentoring students on the Ambulance. The department had 16 EMT and AEMT riders; there were 2 Wentworth Douglass Nurse riders and 2 paramedic student riders for a total of 20 riders over the month.

The Fire & Rescue Command staff taught Terrorism and Search and Rescue to our local CERT. CERT is the Community Emergency Response Team (CERT). The Program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Our County CERT is always willing to help our community.

The North End Fire Station hosted two tours. The first was 20 local children and their families having a formal visit to the fire station. This was interactive and educational for parents and children alike. The next tour was with the NH JAG program of troubled youth that are looking for vocations that they could pursue. Six children spent the morning visiting and exploring all apparatus.

The Fire & Rescue membership continued meetings for this year's Fire Safety Festival production. The T-shirt bid and DVD bid has been submitted. The logo for this year's show can be viewed to the right.

Volunteers have made the set and are in the process of painting it. Members have performed two script reads. The dates for the program are the first week of June. The show starts off at St Mary's Academy on June 1 in the morning and Portsmouth Christian Academy in the afternoon. The rest of the week is at Horne Street on June 2, Woodman Park on June 3 and Garrison School on June 4.



The library has 5,818 social media followers: 1,575 on Facebook, 592 on Twitter, 254 on Instagram, 1,054 on Pinterest, and 2,343 subscribers to the library's two e-newsletters. The library website received 147,833 hits during April. The Library posted 93 items on Facebook, 14 on Instagram, 46 on Twitter, and added 116 pins on Pinterest. Staff wrote 10 Blog posts and sent five press releases to media outlets during April.

National Library Week (April 12-18) was celebrated with a logic puzzle contest for patrons, "Money Smart Week" programs, an author visit, and a craft session. There were also 291 submissions in the Poetry Contest. During school vacation week, 70 children attended a fun demonstration of scientific principles by the SEE Science Center's SEEMobile from Manchester.

A large audience in the Library Lecture Hall enjoyed a program about the "Isles of Shoals" by J. Dennis Robinson on April 21. This was co-sponsored by the Friends of the Library and a grant from the NH Humanities Council.

The library received a donation of a copy of the August 1916 Industrial Edition of *Foster's Daily Democrat* from George Janetos of Rollinsford. It was added to the Historical Room collection.

On April 10, 2015, the Dover Coalition for Youth in partnership, with the Opioid Task Force of Strafford County, hosted a legislative breakfast and summit on the subject of heroin. The legislative breakfast attracted nearly 100 local and state officials interested in learning about the heroin epidemic in our area and possible solutions. The day long summit was held for nearly 250 citizens from a variety of professions. The summit consisted of keynote speakers, workshops and a recovery panel highlighting the heroin problem and what can be done.



Above, members of the Heroin Summit Recovery panel address the group of attendees.



Members of a large group of attendees listen to a presentation at the Heroin Summit on April 10, 2015 at Wentworth Douglass Hospital.



On April 8, 2015, Officer Feliciano was asked to speak at the Woodman Park School with Miss Donlon's first grade class. The topic was about what it is like to be a police officer. Officer Feliciano met with approximately 25 first grade students. At the end of the presentation, Officer Feliciano answered many questions by the very inquisitive students. He ended the presentation by showing them his police cruiser.

On April 11, 2015, Officer Feliciano attended an event for Northeast Credit Union's youth month. The event, held at the Northeast branch in Dover, was attended by employees and their children. The children came into the bank to learn about various topics. When Officer Feliciano attended, he spoke with children about being a police officer. He also colored with the children and gave them junior police officer sticker badges.

On April 27-30, 2014, Officers Feliciano and Petrin trained various officers from around the state on the topic of Active Shooter Response. The class was broken down into three modules which included classroom presentations, movement drills, and realistic simunitions (simulated munitions) scenarios. Dover Police Officers attending the class were Officers Khalsa, Harnish, Howard, Letendre, Goard, and Hurley. Overtime for backfill and for officers to attend the class was reimbursed through the NH Department of Homeland Security and Emergency Management. Officer Kennedy, the department's School Resource Officer, also attended a separate training on the topic of Response to Active Shooters on April 27-28, 2015.

Sergeant Speidel performed a total of 4 child passenger seat inspections during the month of April. Each safety check takes approximately 30 to 60 minutes and involves a review of child restraint systems in the caregiver's vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the age group. Sergeant Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the Police Department provides this service free of charge.

The annual Dover Police DARE Graduation took place on Friday, April 3, 2015 inside the Dover Middle School gymnasium. At the event, 312 fifth grade students celebrated the completion of the 13 week DARE curriculum.

In addition to the graduates, teachers, other school staff, and approximately 100 parents, some state, city and school officials were also in attendance. These included NH State Senator David Watters, Mayor Karen Weston, Police Chief Anthony F. Colarusso, Jr., Dover City Councilor Anthony McManus, Dover School Board Chair Amanda Russell, and Dover School Board Vice-Chair Betsey Andrews Parker.

Prior to the graduation ceremony, the Dover Police Department's Youth to Youth program recognized NH State Senator David Watters for his long standing support of substance abuse prevention efforts. The award, which was presented to him by Chief Colarusso, was the Community Service in Drug Prevention Award "for tireless legislative efforts to champion action, resources and solutions needed to respond to substance abuse, including legislation to protect kids from exposure to second hand smoke in cars." Senator Watters and Chief Colarusso both addressed the graduates.

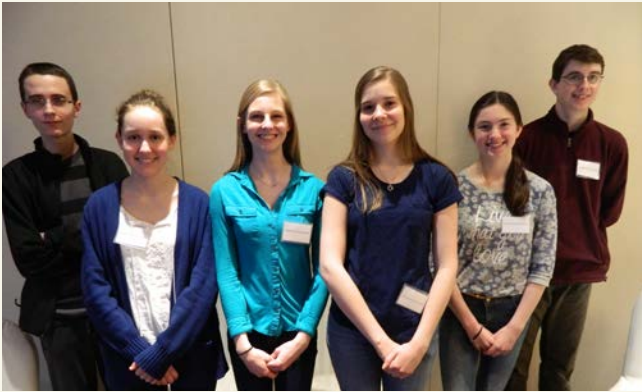


Chief Colarusso presents the Community Service in Drug Prevention award to Senator David Watters during the Dover Police Department's DARE Graduation ceremony.



DARE Graduates pose with their certificates during the annual DARE Graduation on April 3, 2015 at the Dover Middle School.

In April, Planning and Community Development staff continued to update the City website with 15 presentations and reports regarding updates to the waterfront development, the Community Development Block Grant Program, budget presentations, and master plan work. There are now over 340 sources of information listed. This data can be found at <http://www.dover.nh.gov/government/city-operations/planning/planning-documents/index.html>



Two groups of Dover Youth to Youth students provided presentations to parents and 8th graders from Moultonborough, NH as part of a special spring awareness program for their students. Y2Y members provided 2 workshops on underage drinking consequences and 2 on pop culture and media influences on drug use.

The Department of Planning and Community Development continued to update its blog, Facebook page and twitter feed to communicate with its 276 Facebook friends and 696 followers on Twitter. Also promoted was the Dover Community Trail to 935 fans via Facebook.

The Department of Planning and Community Development mailed out 48 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the Dover Download.

On April 23rd, the City Planner was part of the State of the City discussion hosted by the Chamber of Commerce. The Planner discussed the Waterfront and updated attendees on the progress being made by the Cochecho Waterfront Development Advisory Committee.

Police Facility & Parking Garage

During the month of April, crews continued to install building support piles for the garage structure. Completion of the support piles for the garage structure is scheduled to occur in early May. Crews also began to construct the footings and foundations of the police structure. Foundation work for the garage structure will begin in May.



City Programs

Gym

Adult fitness classes continue to be very popular, with new sessions of Beginner and Intermediate Yoga, Muscle Power, Zumba® and Interval Toning being held in Recreation's dance studio. Field requests were completed and city & school fields were finally opened up to the youth leagues for practices and games. Dover Baseball held their opening day at Dunaway on April 18th for the 2015 season. Men's 35+ Basketball league wrapped up with their finals in mid-April. Men's open gym has resumed on Monday evenings. Women's open gym continues on Tuesday evenings. Adult Co-ed volleyball has resumed on Sunday afternoons. Badminton continues on Friday evenings and has resumed on Saturday afternoons. Sign-ups are ongoing for our Granite State Track and Field program which will begin in May. Sign-ups have begun for summer programs including Playgrounds and theater camps.

Pool

The month of April brought an end to all spring swim lessons and the beginning of the season for Seacoast Swimming. Lessons have been successful with 98% of all classes being full; more classes were added to accommodate everyone that was interested. Pool attendance has been steady, lap swimming continues to be crowded on a daily basis and Rec swim has seen an increase in swimmers. The Jenny Thompson Pool will open in May for Seacoast Swimming and other area teams; the outdoor pool is nearly full of water and heating should start within a few days. Attendance for the pool is as follows: Adult Lap Swim 75-100 Swimmers Daily, Rec Swim 20 Swimmers Daily, Pool Rentals 7 (2 being birthday parties) and Great Bay Masters 30 Swimmers

Ice Arena

The month of April starts spring program season at the Dover Ice Arena. These programs include Learn to Skate, Youth Introduction to Hockey and Adult Introduction to Hockey. These are all very popular activities and are mixed in with Arena adult and youth stick practices. There is quite a variety of skating opportunities at the arena now that the youth hockey season and high school hockey seasons are over. Rock Night continues to be a very popular event for younger skaters on Saturday nights. The Roller Derby season has started and the skaters are practicing three nights a week on the Foster arena and the first Roller Derby bout is May 2, 2015. Adult and youth stick practice: 590 participants, Birthday Parties 5

Senior Center

In addition to all ongoing activities, the Senior Center members continue to use all fitness areas at Dover Recreation. Senior exercise and yoga classes are held Monday through Thursday mornings. The Walking Group has resumed walking outside at long last! Pickleball continues to be a great draw for new members. Pickleball combines elements of tennis and ping pong on a badminton sized court, using a whiffle ball. Pickleball is held Friday mornings at 9am. In April, 110 people enjoyed learning and playing this new lifetime sport! Exercise classes are bursting too, with a total participation of 438 this month in the senior fitness classes! 70 seniors enjoyed lunch this month at the Senior Center. The center has partnered with Portable Pantry (downstairs in the McConnell Center) to be able to offer a greater variety of lunch specials! Senior Center Travel took 46 seniors to the JFK Library and 43 seniors went to Foxwoods in April. Additionally, 19 day trippers had an out-of-this-world trip to the Southworth Planetarium in Portland. Four members took a trip to the British Isles this month. The center continued offerings toward healthy living in April with a presentation by Tracey Miller, health coach and co-founder of diginrealfood.com who spoke to members about gluten free options. The Senior Center was pleased to present a program by Gus Reush of the John Greenleaf Whittier Museum. This fascinating and animated talk was enjoyed by 23 members.

Senior Advisory Board meeting: 9 participants, Mystery Lunch: 55 participants, Senior Center Lunches: 70, Social 23

Community Service Program

The Community Service program continued to track four active participants during the month of April 2015. A total of 7.5 hours of community service hours were completed during the month and none of the participants finished his/her assigned hours.

Public Library

The public library borrowed 48 items from the school libraries and sent 84. The public library's System and Technology Librarian Peggy Thrasher aided the school librarians with Koha library system issues on 6 occasions during April.

The library has added two new databases: Driving-Tests.org, which lets people practice for the written test before getting their licenses, and the New York Times online (users may request the password at the Adult Circulation desk to access the NYT from home). They are accessible through the Online Resources section of the library's website.

The library will soon be offering a digital media streaming service, called "Hoopla" for its patrons. Patrons will be able to download, for free, up to 8 movies, TV shows, music albums, or ebooks per month to their devices when the service is set up in late May.

Library programs during April included story times and several contests: Peeps, Poetry and logic puzzle, craft sessions, movie showings, Paws for Reading, Book Group, and Lego days. The library also hosted a visit from the SEE Science Center and a Humanities-sponsored program on archaeology at the Isles of Shoals. April attendance at 38 total library programs was 1,130.

Dover Teen Center

The Dover Teen Center calendar for April 2015 consisted of educational and social programming for its youth participants. For the month of April 2015, the Teen Center saw a total of 618 participants on 22 days of programming, which yielded an average of 28 participants per day. The Dover Teen Center received (9) new registrations in April 2015. Some of the events were:

- TC Holiday Event - "Egg-Cellent Pursuit Challenge" (4/8)
- TC Snack Special - "Spaghetti & Meatballs" (4/14)
- TC Trip - "UNH BB/BS Event - BBQ & Games" (4/17)
- TC Special Event - "Earth Day Flower Pot/Planting" (4/22)
- TC Annual Event - "5th Annual Outdoor Adventure Camping Trip Weekend" (4/24-4/26)
- (8) TC Youth Participants, (4) TC Staff
- UNH Indoor Climbing Wall & Camping @ UNH Browne Center
- TC April Vacation Trip - "Movie Matinee Trip @ Flagship Cinemas" (4/27)
- TC April Vacation Trip - "UNH Tour & Lunch" (4/28)
- TC April Vacation Trip - "Fun-Spot Arcade" (4/29)
- TC April Vacation Event - "BBQ Lunch & Fun Outdoor Games" (4/30)



Left: Teen center participants and interns potting flowers in recognition of Earth Day.



Right: UNH Outdoor Adventure staff and Teen Center participants during the Outdoor Adventure Weekend.

Dover Youth to Youth:

The Police Department's Youth to Youth program, the Dover Coalition for Youth and the Strafford County Sheriff's Office collaborated to bring Kathi and Chris Sullivan to speak to the DHS junior class on April 20th. Kathi told the story of her daughter Taylor who walked away from an underage drinking party that was held in the woods. Taylor walked the wrong way while leaving the party, became disoriented and ended up drowning in 2 feet of water. Kathi brought the message to students that drinking impairs the part of the brain that makes judgment and causes you to be unable to protect yourself or to look out for your friends.

Kathi's husband Chris Sullivan, who once played for the New England Patriots, also spoke. Chris told his story of how alcohol and drug use destroyed his opportunities and career. Kathi and Chris were in the area for 2 days and also spoke at Spaulding High School.

Twenty Youth to Youth students presented a satirical skit on smoking risks to the entire Dover Middle School 5th grade at the DARE graduation in April.

Dover Youth to Youth has become concerned about growing problems associated with the use of e-cigarettes or electronic cigarettes. These devices, sold throughout Dover, provide nicotine to the user by heating liquid nicotine in capsules in the cigarette and delivering nicotine to the user in the vapor produced. The devices cannot be sold to kids legally but they are otherwise unregulated at either the state or federal level. Problems associated with e-cigarettes include accidental poisoning of young kids who swallow capsules, confusion over non-smoking policies and their use by kids is growing rapidly. The primary concern is that kids are becoming addicted to nicotine through their use. Dover Youth to Youth is planning a comprehensive campaign to respond to this concern, including media, community awareness efforts and other efforts.

Dover Y2Y assisted students from Epping Middle School in recording two radio spots on e-cigarettes. Students were coached on developing their idea, given script editing suggestions, and assisted in the process of recording the scripts at the studios at WOKQ.



Youth to Youth students narrating the tobacco skit at the 2015 DARE graduation.

The Dover Court Diversion Committee

The Diversion Committee met on April 15, 2015. As of the end of the month, there were a total of 5 active or pending Diversion cases. Below is the breakdown:

- 4 cases already in active Diversion Contracts
- 0 successful completion and release
- 1 new case heard
- 1 new case awaiting review for the May 28, 2015 meeting.

The next meeting for the committee is May 28, 2015.

Capital Improvements Program

Fiscal Years 2015 through 2020

Major Projects – FY2015

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

The projects listed above represent the legitimate equipment and infrastructure needs supporting the diverse requirements of our community. I, as City Manager, have proposed a multi-year capital project schedule and developed a financial plan that will support the City's needs by using varied sources of funding that continue our ongoing need to migrate away from the use of debt. This program proposes to sustain a positive trend of including increased regular, recurring capital maintenance within our annual operating budgets including the ongoing funding and use of capital reserves in order to reach more appropriate levels for a community of our size and character. The CIP document/schedule can be viewed on the City of Dover website.

Project Updates

STREET IMPROVEMENTS

Current: The paving bid will be opened on 5.12.15.

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

TOLEND RECONSTRUCTION

Current: The City is working on reaching an agreement with AEC for completion of Tolend Road.

Previous: The section of Tolend Road from Whittier Street to Columbus Avenue has been top coated. The driveways will be paved in the spring of 2015. Crack sealing has occurred on the section from Columbus Avenue to the Town line. The City is working with AEC and Brox on remedying the pavement issues on the base pavement but top coat is expected to be installed this spring.

TOLEND LANDFILL REMEDIATION

Current: The 2014 Annual Report on the operation of the remedial system at the Tolend Landfill was submitted to EPA at the end of April. More than 23 million gallons of groundwater was removed by the extraction system and treated at the Dover Wastewater Treatment Facility. A meeting with EPA is being scheduled for early June to discuss the annual report and 2015 activities which include extensive sampling effort which will be used by EPA in the Five Year Review of the remedial operation and progress made toward meeting the cleanup goals.

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

WASTEWATER TREATMENT FACILITY:

Current: Progress on the Wastewater Treatment Facility upgrade construction continues and the modifications to allow nitrogen removal are expected to be online by the late summer.

EPA has sent a letter to the City offering to hold off finalizing the City's NPDES permit for the wastewater Treatment Facility for an 18 month period if the City agrees to specific conditions. The conditions include continue construction at the Wastewater Treatment Facility to add nitrogen removal, fund water quality and habitat monitoring activities the City is committed to. The conditions also include several additional items related to non-point source nitrogen reduction planning which are outside the preview of wastewater permitting. A response to EPA's letter is currently being drafted.

NHDES is leading an effort to identify a method for NH Seacoast communities to track non-point pollution source reductions through the implementation of Best Management Practices by the communities so they can take credit for the reductions. Many of the communities including Dover are participating in the effort to insure the final program is reasonable and not overly burdensome to implement.

Previous: The Coalition met with the EPA Region 1 Administrator, Curt Spalding, and his staff in Boston on October 28th. The purpose of the meeting was update EPA on all the work the Coalition communities have been doing during the past 6 months including sewer treatment plant upgrades, estuary monitoring and hydrodynamic modeling results. The Coalition plan to develop a water quality was also presented. EPA expressed appreciation for sharing the coalition's efforts and the meeting concluded with an agreement to meet again next spring to update EPA on coalition efforts.

PREP has commissioned a committee to plan future study needs for eelgrass and marcoalgae in the Great Bay estuary. Dean Peschel was invited to serve on the committee as representative of the Coalition communities

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

SILVER STREET RECONSTRUCTION

Current: Installation of water gates and water main has occurred between Arch and Cushing. More Water main work is anticipated in this area along with drainage, and road reconstruction.

Previous: Work started on Silver Street, with a new one way traffic pattern April 8th. Work has started by removing curb and sidewalk on the North side and reclaiming of a portion of the road will occur the week of April 13th.

WATSON RECONSTRUCTION

Current: The contractor has installed drainage on Watson and began installing gravels for the new roadway between Sandpiper and Cardinal.

Previous: The contractor will start work on April 20th at Sandpiper on Watson. The roadway will be closed from April 21st until construction is complete.



Recognition

The City would like to recognize 13 Dover Public Library volunteers for recently finishing up a months-long, comprehensive inventory of library materials. Volunteers looked for 91,112 items. Then they looked a second time for the items they didn't find the first time. These volunteers devoted hundreds of hours to this project, 8 of them are members of the Friends of the Library.

On Sunday, May 10th, there was a plumbing failure at City Hall where some network items sustained damage. The City is extremely thankful for the quick thinking of Alan Pimentel, from the Facilities and Grounds Division! Alan quickly climbed into the small space around the switch rack and set up a tarp to divert water raining down from the ceiling to multiple trash cans spaced around the floor. The City would have lost a lot more equipment if he hadn't stayed there adjusting the tarp as needed. He also used towels to wipe off equipment before water could get inside. Because of Alan's efforts, the internal police network stayed up allowing Dispatch to continue using their emergency services software (QED). The City would like to thank Brian Bortz and Matthew Wentworth for their quick IT response as well. It was unfortunate for all involved to have to leave their families on Mother's Day and we appreciate all of their efforts in keeping water damage to a minimum and business running as usual.

Longtime Facilities & Grounds employee, Paul Talon, was joined by his co-workers to celebrate his retirement. Paul has been a remarkable and dedicated employee for over thirty eight years! The City of Dover would like to thank him and wish him well.

ACKNOWLEDGEMENTS

Thanks are offered to the AARP's Tax Assistance volunteers who worked three mornings a week at the library, aiding people in filling out and e-filing their federal tax returns. From February 1 to April 15, 354 tax returns were filed from the library, resulting in nearly ½ million dollars in refunds for area citizens.

Professional Development

Inspection Services personnel, the fire command staff and all non-uniform personnel attended harassment training provided by Primex. The uniform personnel are scheduled for the class in June.

The Fire & Rescue Department, in conjunction with the Seacoast Chief Officer's Association, hosted Chief Rick Lasky (ret) of the Lewisville (TX) Fire Department and Chief John Salka (ret) of the FDNY has created a two day training program. The "Company Officer Academy" is the result of numerous requests and discussions the chiefs have had with chief and company officers across the nation concerning company officer training and preparedness. Many departments simply promote a new company officer and send them to a new assignment with no formal training. This often results in creating a more stressful and changing situation for the new officer and crew. These national speakers hosted in Dover NH had 20 Dover personnel attend this 16 hour seminar.

Firefighter Matthew Carney recently completed training on the operation of Engine 8. Each vehicle has a specific training program and check off process to be authorized to operate.

Fire & Rescue Command Staff attended two webinars: one on training records and NFPA 1401. The other webinar was on the International Association of Fire Chiefs Officer Development Program.



The Fire & Rescue personnel recently did a training on Physio Control Lifepak 15 with the following features: ADAPTIV™ Biphasic Technology, Manual & AED External Defibrillation, 8.4" Color LCD Screen, CPR Metronome, Noninvasive Pacing (Demand & Non-Demand), 3-Lead ECG Monitoring, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Carbon Monoxide and Bluetooth.



These defibrillators were purchased through Wentworth Douglass Hospital. They will be going into service shortly. Various library staff members attended webinars during April on topics: EBSCOHost Administration; Makerspaces; Fostering Your Library Leadership; The Community Connector: Referring Social Services at the library; Creating Engaging Book Displays; and Unlawful Harassment Prevention.

The Utilities Department attended the annual Spring Joint Regional Conference & Exhibition sponsored by the New England Water Works Association held in Worcester, MA.

The Utilities, Streets, Engineering, Fleet and Administrative Staff attended the mandatory Harassment training sponsored by Primex held at the McConnell Center.

David White, City Engineer, attended the Labor Compliance Training course sponsored by the New Hampshire Department of Transportation held in Concord, NH.

Tim Pine, Pump Station Operator II, and Earl Friede, Maintenance Mechanic II, attended the Annual Trade Fair sponsored by the New Hampshire Water Pollution Control Association held in Manchester, NH.

Alan Dews, Engineering Technician, attended the Self Priming Pump Seminar sponsored by the New Hampshire Water Pollution Control Association held in Franklin, NH.

Matt Rabideau, Maintenance Mechanic II, attended the How to Successfully Operate and Maintain Your Distribution Center course sponsored by the New England Water Works Association held in Franklin, NH.

Richard Fowler, Maintenance Mechanic III, attended the New Hampshire Water Works Association Technical Meeting held in Hampton, NH.

Detective Kilbreth and Officer Cooper both attended the New England Crisis Negotiators Conference on April 27-29, 2015. The annual event provides for training and updates on the latest news and case law affecting the discipline.

Sergeant Tarmey and Officers Collis attended two weeks of intensive tactical training as part of their membership on the regional tactical team. Officer Plummer attended a one week school on the same topic and will attend the second week at a later time.

On April 20-24, 2015, Officers Lazos and Harnish attended a one week interview and interrogation training class.

Officers Yerardi, Lazos and Hurley each attended a one day class on conflict resolution and communication training.

Detective Travaglini attended a one day school on conducting background investigations.

Officer Mitrushi attended the week long St. Louis School of Medicine's Medicolegal Death Investigator training in St. Louis, MO.

Additionally, Detective Mask attended a week long training on homicide investigations.

Sergeant Pettingill attended a two day course covering child death and homicide investigations.

During the month, Officers Cooper, Lazos, and Howard each attended a one day class on DWI detection and investigation.

On April 8th, all members of the Finance Department attended a session on Harassment training.

On April 14th, the Finance Secretary participated in a Treeno Integrating Webinar.

On April 16th, the Payroll and Benefits Administrator attended the 2015 Labor Laws Seminar at Measured Progress in Dover.

On April 22nd, the Finance Secretary attended a training put on by the NH PUBLIC RISK MANAGEMENT EXCHANGE *Education & Training Program* successfully completed training titled *Directors of First Impressions, Administrative Assistants Creative Problem Solving*.

On April 22nd, the City Clerk/ Tax Collector attended a training session on Deeding Manufactured homes.

Between April 17 and April 21 2015 the Assistant City Manager attended the 2015 National Planning Conference, presented by the American Planning Association, which was held in Seattle, Washington. There were over 720 diverse sessions and other opportunities to educate oneself, with 200+ sessions a day, Saturday to Tuesday. As a certified planner, the Assistant is required to attain 32 hours of continuing education every two years. A majority of the education is up to the individual planner, and may focus on long range planning, management, transportation or any other number of topics. 3 of the credit hours must be with the topics of law and ethics. At the conference 20.75 of the required 32 credits were earned. The Assistant City Manager had three focuses for the conference: transportation, improved community planning, and best practices. In addition to these areas, the Assistant City Manager sought practical local information relevant to Dover. One such area, was reviewing the struggles that Seattle has experienced mixing tourism with working waterfront uses. A full review of the conference, by the Assistant City Manager is on the Planning Department's Blog at <http://dovernhplanning.tumblr.com/>

EMPLOYEE SPOTLIGHT

Laura Rowe is one of the very sweet ladies that work in the Recreation Department. I'm sure a lot of you know Laura since she will be employed with the City of Dover for 37 years on June 5th!

Laura was hired as a permanent part-time Clerk Typist for the Parks and Recreation Department by then Director, Don Heyliger, in 1978. In February of 1983, Paul Chalue hired Laura to work at the Dover Ice Arena as the Arena Secretary and Laura went full-time there in 1985. In 1989, Laura was promoted to the Office Manager at the Dover Ice Arena. The City of Dover then went through a lot of changes in 1994 and the Arena and Parks & Recreation were combined and became a division of the Community Services Department. Are you following? Soon after, Laura then made a move back to the original Butterfield Gym (currently where the Children's Museum is) where she remained the Office Manager even after the split of Community Services and the Recreation Division into two separate departments. In 2006, the Recreation Department moved into the McConnell Center, where you will now find Laura. It feels a little different to her as she is back in the building where she went to Junior High School!

Laura is responsible for maintaining the personnel records for the Recreation Department, as well as inputting payroll. Laura also processes accounts receivable for the McConnell Center, Recreation (Gym), Arena and Pools.

What Laura likes most about her job is that her department offers wholesome, healthy enjoyment for people of all ages and walks of life. She said she feels privileged to be able to work with a group of people that just want to help others and have fun doing it.

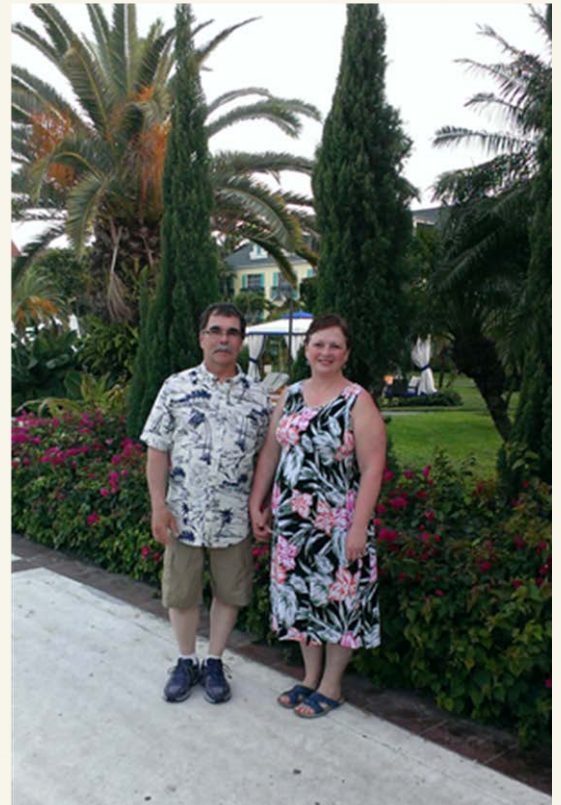
Laura was born and raised in Dover and still lives here on a small farm on the south end with her family. On the farm, they have two ponies, two donkeys, five goats, chickens, two dogs, three cats and two rabbits. The animals all belong to her two youngest children, now adults, and they have taken care of them since they were in grade school. In order to have farm animals, you need a way to feed them. Therefore, play time during the summer is taken advantage of after the hay is brought in from the fields.

Laura is married to Jeffrey Rowe and they have five children and two daughters-in-law: Stephen (Jessica), Kevin, Leslie, Shelby and Clinton (Hope). They also have two grandchildren; Daysia who is 8 and Benjamin who is a 1 year old.

Laura has spent her life enjoying time with her family such as going on vacations together, watching them grow and play sports and working the farm. They snowmobile and Jeff and the kids ski (she wouldn't call what she does skiing!) They do some four-wheeling and she loves spending time at the beach and going north to the lakes and mountains.

Laura loves living here in Dover and this is where she wants to be when she retires – which she says she still has years before that happens. When she does retire, there are places she still needs to see, so they will be doing some traveling, but she will return to Dover as this is where home will always be.

Now that you know a little more about Laura, stop by the Recreation Department to congratulate this amazing woman on her soon to be 37 years with the City! Thanks for all you do Laura.



Jeffrey & Laura Rowe

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

- The City Manager provided the City Council with an update on Tolend Road.
- The City Council was given a Budget Presentation Schedule by the City Manager.
- The City Manager invited the City Council to attend the State of the City Event.
- City Manager Joyal told the Council if they would like a copy of the Wastewater Treatment Facility upgrade documentation provided by the project engineer and contractor to let him know.
- The City Manager provided copies of expenditure reports for both the Police Station and Parking Garage projects to the City Council.
- Correspondence from the NH Department of Transportation on the proposal of adding rumble strips along portions of US Route 4 was given to the Council by the City Manager.
- The City Manager forwarded Councilor Hooper's School Board Report to the Council for inclusion in the agenda.
- The City Manager gave an update to Council on the SEA-3 Facility in Newington to expand the propane storage and distribution facilities and Dover's plan to monitor the future proceeding of this.
- The City Council was given a heads up by the City Manager that the second half of the tax bills for the current tax year will be mailed out.
- City Manager Joyal provided the history of CDBG funding and allocations made over the past 10 years to City Council members
- The City Manager advised the Council that a brief Executive Session related to collective bargaining was going to be added for that upcoming Wednesday.
- The Great Bay OpEd document was forwarded to the Council by the City Manager, which was recently shared with members of the Coalition Communities.
- The City Council received the Updated FY16 Budget Adjustments Worksheet by the City Manager.
- Along with the above updates to the City Council, the City Manager provided follow up and responses to individuals where the City Manager was included in the initial correspondence to Council members.

Standard and Poor's performed a credit rating review of the City on April 9th. S&P reaffirmed the City's AA+ rating.

IT coordinated a presentation of Tyler Technologies' Infinite Visions Grants module to the City and School financial personnel. The City and School are reviewing the module to determine if it would be beneficial to integrate this into the City's system to improve multi-year grant and project accounting.

The Finance Department worked with the Planning Department to provide the Energy Commission with utility costs for the period of 2005-2014, and to assist the City Energy Committee in updating the Energy Action Plan Data and Tables.

The Public Welfare Director attended a workshop on how to become a NH Easy Provider. This will allow their department to help clients obtain State assistance if they are eligible. All attendees were informed on ways that people can stretch their food stamps (SNAP) by going to Farmer's Markets and that Mass Mutual also has a program that allows people who are working to sometimes get a free life insurance policy that can be used for their children's education if the parent dies.

Parking & Traffic

Parking Bureau

During April, the Parking Bureau assisted Community Services throughout the month posting parking restrictions on streets and in parking lots to facilitate street sweeping.

At their April meeting, the Parking Commission made several recommendations that will be passed along to the City Council for consideration. They voted to recommend that when the parking garage opens, the remaining surface spaces in the Orchard Street lot be limited to 3 hours and not available to permit holders. This is to keep the spaces behind Harvey's Bakery and Jewelry Creations open for customers and visitors thereby directing long term parking to the adjacent garage.

The Parking Commission also voted to recommend that there be no time limit on Henry Law Avenue to encourage long term visits for those going to the Children's Museum and the park since there are no adjoining retail businesses needing turnover parking. In addition, they supported providing up to four spaces across from the entrance to the new Police Station be available to Police visitors only with no meter receipt required. Finally, they recommended that four 15-minute, no receipt required spaces be made permanent in the Orchard lot. One area will be a two space area near the Bagel Grounds and the other two spaces will be in front of Belknap Dental/Cochecho Park.

At their May meeting, the Parking Commission will be reviewing the Portland Avenue parking lot regulations as it relates the changes occurring in that neighborhood. Currently it is a low cost permit lot with only ten spaces. When construction is complete at the nearby project, there will be 26 public spaces.

A Pay by Phone option will be available for use in the parking garage in conjunction with the Pay by Space meter system. Users will have the option of paying for parking by coin or credit card at the meters in the garage, or use the optional "Whoosh" program. Whoosh works with the Parkeon meters by allowing the user to initiate the purchase or extend their visit remotely. The information will be sent along to the parking officer to verify when a space is paid for. No matter by which means they used to make the initial purchase, Whoosh can be used to extend the visit from the comfort of their table at their restaurant or in line at a store.

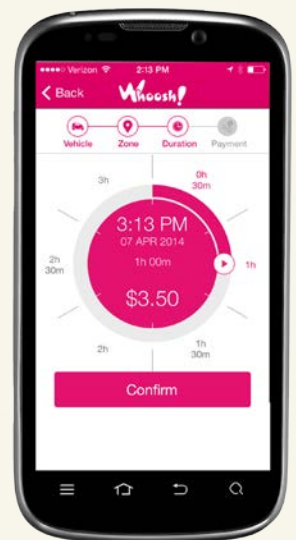
Traffic Bureau

Sergeant Speidel coordinated all traffic control particulars and police personnel assignments for the third annual "Run for God" 5K event on April 11 (St. Mary Academy) and the 33rd annual Red's "Race for a Better Community" 5 mile road race and 2.4 mile walk. The Traffic Bureau handled the advance deployment of cones, barricades, and signs to facilitate temporary parking restrictions and safe traffic flow.

Sergeant Speidel worked closely with Saint Thomas Aquinas High School facility staff and the New Hampshire Department of Transportation to troubleshoot and repair a failed controller for the Dover Point Road school zone speed limit beacon.

Sergeant Speidel worked closely with Community Services staff during the month of April to provide logistical oversight over the Silver Street reconstruction project on matters pertaining to traffic flow. This included review and technical input, with several changes, to the proposed traffic control sign plan. The Police Department closely monitored the traffic pattern shift to one way, which occurred on April 8, and made adjustments to help address driver behavior in certain areas such as the Arch/Washington three-way stop. The Traffic Bureau continues to dedicate personnel for presence and enforcement in this area.

On April 3, Dover officers participated in the Operation Safe Commute statewide coordinated enforcement initiative. Grant funded traffic patrols were performed during peak commuting hours under a contract from NHSA which reimburses the agency's personnel costs. Targeted violations included moving violations – including speeding - tending toward aggressive driving behavior or distracted driving.



Depiction of Whoosh parking program

Progression & Growth

The City Planner continues to be a member of the State of New Hampshire Coastal Risks and Hazards Legislative Committee to review climate issues relative to the Great Bay and Seacoast NH areas.

With the Land Use Analysis chapter of the Master Plan adopted by the Planning Board, planning staff began work on the Transportation Chapter of the Master Plan. A request for proposals was released and six firms presented responses. The selection committee identified three firms to be interviewed in May.

Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. The Staff prepared and released a request for proposals for the work to be completed in designing a concept plan and permitting and engineering the site work necessary to create and clean and developable site. The responses to the bid are due in early May.

Planning and Community Development staff drafted the City's Consolidated Plan as part of the City's commitment to the Community Development Block Grant program. This plan is a five year plan identifying needs and goals for the program. The plan acts as the master plan or strategic plan for the years 2015-2019 in regards to the activities and programs that may be investigated to improve the lives of Dover's low and moderately low income residents. This plan will be submitted to the Department of Housing and Urban Development in May, and a public review in April, and approval by the City Council.

The public review and approval of the Consolidated Plan was completed in April, and staff worked with counterparts at the Department of Housing and Urban Development regional headquarters in Boston to complete the process and coordinate the plan.

Planning Board:

- ◆ Approved a voluntary use of an Open Space Subdivision of land for MCL Builders and Developers, LLC (Owners: Mace Family Revocable Trust) Assessor's Map I, Lots 6-C, zoned R-12, located at 46 Back River Road. This would create 7 lots
- ◆ Approved a Conditional Use Permit for Bradford Dawn Real Estate, LLC (Owner: Mark Phillips), Assessor's Map D, Lot 16-F, zoned B-4, located at 383 Sixth Street - Proposal is to build a restaurant and office building, parking lots, drainage and site grading that will impact the 50-foot wetlands buffer (1,600 sq. ft. - temporary).
- ◆ Approved a Site Plan Review for Bradford Dawn Real Estate, LLC and Craig Jewett (Owner: Mark Phillips), Assessor's Map D-1, Lot 16-F, zoned B-4, located at 385 Sixth Street - Proposed 7,800 sq. ft. of restaurant and general office space, with 38 parking spaces and utilities.
- ◆ Discussed and posted Zoning Amendments.
- ◆ Discussed and posted Site Review Amendments
- ◆ Discussed a Conditional Use Permit for Changing Places, LLC (Owner: Jeffrey & Darlene White), Assessor's Map F, Lot 15, zoned R-40, located at Emerald Lane -Proposal is to build a subdivision road and associated utilities that will impact 4,900 sq. ft. of the 50-foot wetlands buffer.
- ◆ Discussed an Open Space Subdivision for Changing Places, LLC (Owner: Jeffrey & Darlene White), Assessor's Map F, Lot 15, zoned R-40, located at Emerald Lane. The application creates 49 lots.
- ◆ Approved a Minor Subdivision of land for H53 Mast Road, LLC, Assessor's Map H, Lot 53, zoned I-4 & R-40, located on Mast Road. The application creates 1 new lot
- ◆ Approved an amended Conditional Use Permit for H53 Mast Road, LLC, Assessor's Map H, Lot 53, zoned I-4 & R-40, located on Mast Road. Impervious coverage greater than 20% - increasing from 30.9% to 33.9%
- ◆ Approved a Minor Lot Line Adjustment for 150 Venture Drive, LLC, Assessor's Map D, Lots 9A & 11A.

Zoning Board:

- ◆ Granted a request for a variance for Kevin G. Bernier, 13 Rogers Street (Tax Map 24, Lot 125), located in the Urban Density Multi Residential (RM-U) District, requests a variance from Sections 170-14.A(1) and 170-12.B of the Zoning Ordinance and the RM-U District Table of Use and Dimensional Regulations to allow the construction of an attached one-car garage located six (6) ft. from the side lot line shared with 17 Rogers Street, where a minimum side setback of ten (10) ft. is required per Section 170-14.A(1).
- ◆ Granted a request for a variance for John Noble (Property Owner: Rita A. Hibscheiler), 24 Whittier Street (Tax Map 35, Lot 72-A), located in the Medium Density Residential (R-12) District, requests a variance from Section 170-12.B of the Zoning Ordinance and the R-12 District Table of Use and Dimensional Regulations to permit the construction of an attached garage to be located six (6) ft. from the rear lot line shared with 4 Dowaliby Court, where a minimum rear setback of thirty (30) ft. is required.

Transportation Advisory Commission

Did not meet.

Technical Review Committee:

- ♦ Reviewed:
 - a. Site plan for Robert Paolini (Owner: Paolini Brothers Development, LLC), Assessor's Map K, Lot 22, located at 11 Harvest Drive. (Proposed addition of one dwelling unit that received a variance for the expansion of a non-conforming use and a dwelling unit on the ground floor.)
 - b. Two concept site plans for Jewett Construction (Owner: William Dube Revocable Trust), Assessor's Map K, Lot 25B, zoned R-12, located at 252 Dover Point Road. (P15-22)

Conservation Commission

- ♦ On April 13th:
 - a. Endorsed an amendment of a City of Dover Conditional Use Permit for Summit Land Development (Owner: H53 Mast Road, LLC), Assessor's Map H, Lot 53, zoned I-4 & R-40, located on Mast Road. Proposal is for 275,000 sq. ft. manufacturing/warehouse building with 183 parking spaces. Groundwater Protection Ordinance requires CUP in a Secondary Groundwater Protection Zone for impervious coverage greater than 20%. CUP for 30.9% was approved by Planning Board on February 10, 2015. The applicant is proposing an increase to 33.9% due to a reduction in lot area. Reviewed a complaint regarding encroachment and management of a conservation easement on an open space subdivision

Energy Commission

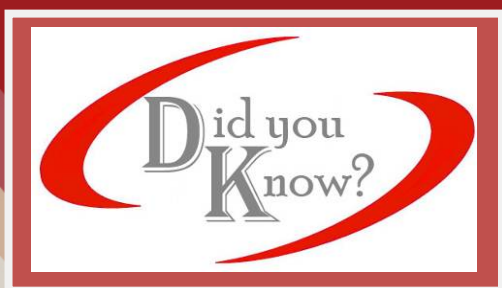
Did not meet.

Housing Standards Board:

- ♦ Met on April 13th to discuss:
 - a. 726 CENTRAL AVENUE
 - b. 11 MORIN STREET
 - c. 179 LOCUST STREET
 - d. 36 FOREST STREET
 - e. REVIEW CHAPTER 119
- VIOLATIONS AND CITATIONS (REVIEW OF RSA 31:39-D, 676:14, 676:15, 676:17, 676:17-A, AND 676:17-B)

The Community Trail Committee:

Did not meet.



Did you know that the current Garrison Hill Tower was built in 1993, is 76 feet tall, is made of iron, and is the third tower to exist on the hill?