

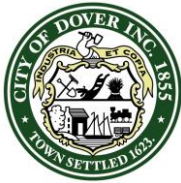
CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, October 28, 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. ORDINANCE – CHAPTER 5 BOARDS, COMMISSIONS AND COMMITTEES**
SECTION 5-25 – HERITAGE COMMISSION
SPONSORED BY COUNCILOR GARRISON
- 8. CITIZEN’S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER’S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. October 7, 2015 – Joint Workshop with Planning Board**
 - B. October 14, 2015 – Regular Meeting**
- 11. MAYOR’S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - 1. ORDINANCE – CHAPTER 5 BOARDS, COMMISSIONS AND COMMITTEES**
SECTION 5-25 – HERITAGE COMMISSION
SPONSORED BY COUNCILOR GARRISON
 - B. ORDINANCES IN THE 3RD READING**



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, October 28, 2015**
Meeting Time: **7:00 pm**

C. RESOLUTIONS

- 1. ACCEPTANCE OF OLIVE MEADOW LANE AS A PUBLIC WAY
(TO BE REMOVED FROM THE TABLE)**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

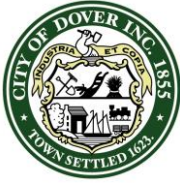
- 1. RAFFLE – Dover Police Mounted Patrol**
- 2. RAFFLE – First Parish Church Congregation United Church of Christ**
- 3. RAFFLE – Wentworth-Douglass Foundation**
- 4. B14031 WWTP PHASE I UPGRADE AND MLE CONVERSION, APEX
CONSTRUCTION ADDITIONAL SCOPE OF WORK**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. B16015 SNOW PLOWING AND HAULING SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. AUTHORIZATION TO EXECUTE GRANT AGREEMENT FOR EMERGENCY
OPERATIONS CENTER (EOC) EQUIPMENT FUNDING FOR CITY OF DOVER
POLICE DEPARTMENT**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|--|--|
| 1. School Board | 10. Pool Advisory Committee |
| 2. Planning Board | 11. Parking Commission |
| 3. Appointments Committee | 12. Ordinance Committee |
| 4. Recreation Advisory Board | 13. Police and Parking Facility Building Committee |
| 5. McConnell Center Advisory Committee | 14. Joint Building Committee – Dover High School
and Regional CTC |
| 6. Arts Commission | 15. Dover Main Street |
| 7. Solid Waste Advisory Commission | 16. Library Board of Trustees |
| 8. Transportation Advisory Commission | |
| 9. Legislative Liaison | |

B. RESOLUTIONS

- 1. LAND AND WATER CONSERVATION FUND (LWCF) GRANT FOR COCHECHO
RIVER PARK PROJECT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. B15060 DESIGN SERVICE FOR WATERFRONT DEVELOPMENT**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL – AGENDA

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- 3. REPROGRAM AUTHORIZATIONS FOR WASHINGTON STREET RAILROAD BRIDGE PROJECT TO COMMUNITY MULTI USE TRAIL NEWINGTON DOVER BRANCH (REQUIRES OF 2/3 MAJORITY VOTE OF THE CITY COUNCIL.) (TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015.)**
SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166, SECTION 19 – WINTER PARKING**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. CHAPTER 166, SECTION 21 – RESIDENT PARKING PERMIT**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. CHAPTER 166, SECTION 38 – UNLAWFUL ACTS; SEPARATE VIOLATIONS**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. CHAPTER 166, SECTION 50 – STOP SIGNS AT FOURTH AND GROVE STREET**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. CHAPTER 166, SECTION 50 – STOP SIGNS AT EMERALD LANE AND SUSANNAH'S CROSSING**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. CHAPTER 166, SECTION 56 – NO PARKING ANYTIME ON BRICK ROAD**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. CHAPTER 166, SECTION 56 – NO PARKING ANYTIME PORTLAND AVENUE**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CHAPTER 166, SECTIONS 16, 57, AND 59 – POSTED PARKING SPACES**
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 9, 2015)
SPONSORED BY MAYOR WESTON BY REQUEST

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT

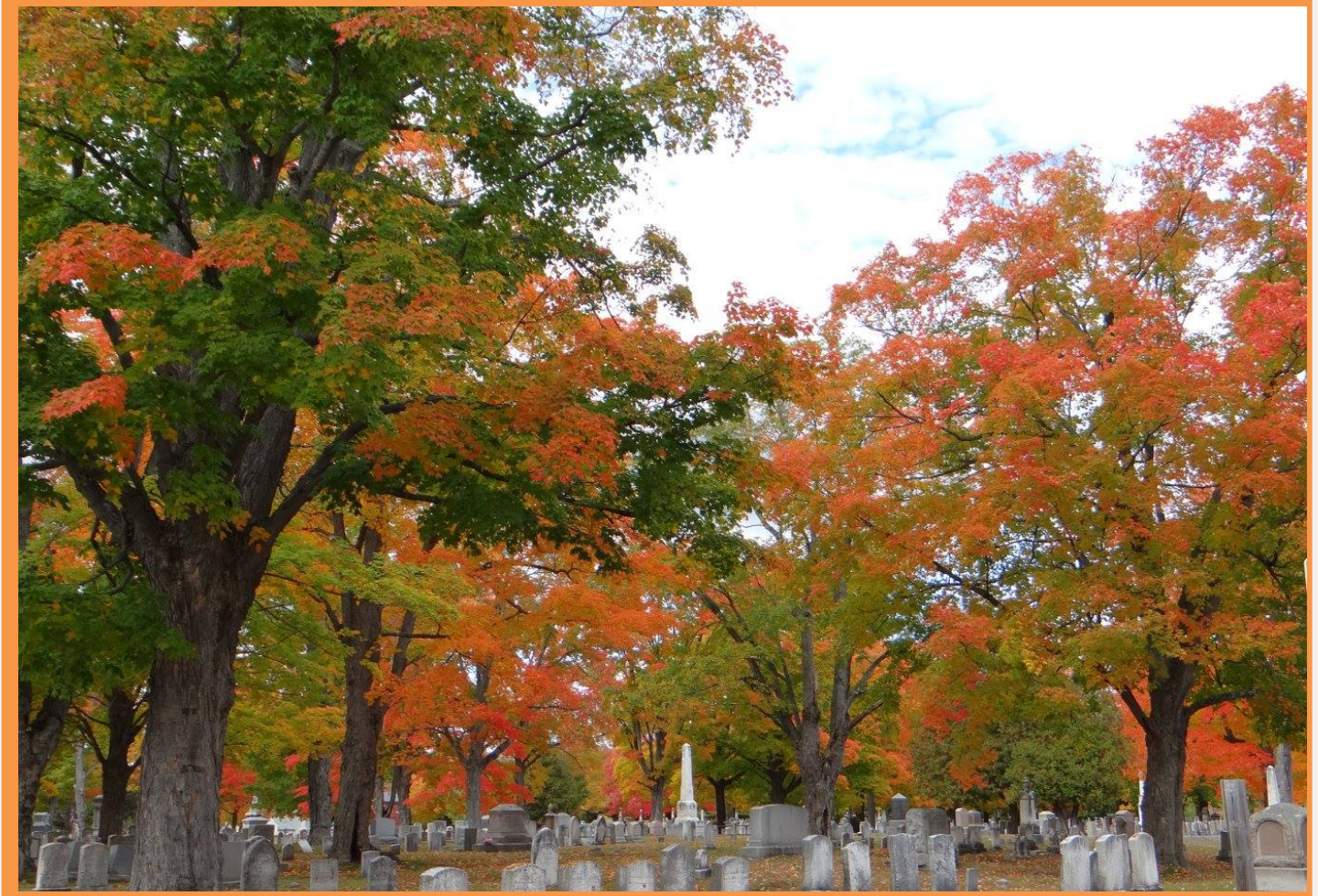


City Manager's Report

City of Dover, New Hampshire

October 28, 2015

Reporting on September 2015



Pine Hill Cemetery

Photo by Sharon Sirois

J. Michael Joyal, Jr.
City Manager



INSIDE THIS REPORT

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

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

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

Vacant
Human Resources
Director



Michael Joyal
City Manager

The Water Division fielded a call concerning no water at a condominium complex located at Hemlock Circle. Crews discovered that one of the units had turned the valve off to the whole building.

Crews responded to six water service leaks. Five of the six leaks were repaired by a private contractors and one leak still remains to be repaired.

While Stormwater crews were installing drainage on Hillcrest Avenue they discovered a hydrant tee leaking. Water staff replaced the tee and hydrant.

Crews assisted a contractor at Farm Wood Village with a service connection at the main that required a section to be replaced. Crews also eliminated an old service on Mount Vernon Street.

Crews ran a new service and hydrant on Silver Street; tied in a hydrant from the 6 inch cast iron main to the 16" AC main in order to abandon the line under the Spaulding Turnpike. The 6 inch main under the Spaulding Turnpike was also capped.

Three crew members continue to work flushing hydrants throughout the city. Hydrant flushing began on September 20th and it will take six weeks to complete. Crew members work at night from 7:00 pm to 5:00 am. Hydrant flushing is essential to maintain water quality and allow adequate fire flows throughout the distribution system.

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

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

Monthly Industrial Usage	2 nd Quarter Residential Usage
--------------------------	---

Records Billed	767	7,915
Meter Rent	\$2,338	\$33,508
Total Water Service Billed	\$194,668	\$759,478
Total Sewer Service Billed	\$308,884	\$814,674
Other Service Billed	\$11,230	\$6,355

City Streets, Grounds, Facilities & Parks

Administrative staff fielded 19 service calls requesting repairs. Crews repaired 96 potholes with 27.86 tons of asphalt.

The paving contractor overlaid 16,725 feet of road in various locations throughout the city. 384 cubic yards of crushed gravel was needed to build up the shoulders of the road. As part of the paving process, the grindings from the road were hauled and dropped off at Mast Road. One Foreman pushed back all of the piles into one large pile. The grindings are recycled by mixing it with bank run gravel. This will allow for more stability within the trenches.

Several crew members in the Streets Division repaired a damaged guardrail that washed out on Sixth Street near Reyners Brook Drive.

To reduce the amount of dirt and debris in the downtown area, crews are sweeping the area every week. Throughout the month, crews will also sweep the needed locations throughout the city.

One Truck Driver completed brush cutting in the following areas: Ayers Lane, Columbus Avenue, County Farm Road, Durham Road, Roberta Drive, Stark Avenue and the Industrial Park areas.

In preparation for winter at the Public Works Facility, crew members organized the Rupp Building, Pole Barn and structure yard, as well as put away a recent delivery of manholes.

Crews installed new drainage on Hillcrest Drive. After heavy storms, water from the road would sheath across the road and flow into a residents yard. This caused multiple flooding of basements. Two catch basins and 165 feet of drain lines were added to capture excess water and to prevent this flooding from happening.

A couple of team members in the Streets Division had to break apart a beaver dam to prevent flooding of a Crosby Road parking lot. This is a common occurrence since the beaver's hut is on private property located upstream.

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

Crews hauled catch basins and manholes to Grove Street as part of the Berry Brook project. All catch basins and manholes on Spring Street were repaired. The brick structures holding the frame had collapsed and needed to be repaired. Truck Drivers cleared off several catch basins throughout the City following a number of rain events.

The Facilities, Grounds and Cemeteries handled 5 service calls and 186 work orders in the month of September. Employees attended 2 full burials and 3 ash burials in Pine Hill Cemetery, and set four markers during this month.

Public building work requests numbered 30 for the month. Work was finished on the “aged flooring replacement” project in the cemetery barn, fire extinguisher inspections were conducted by the AAA Fire Extinguisher Company, a large built-in bulletin board was replaced for an updated display at the Library and filters were changed at all municipal facilities. An 8” pipe in the plumbing system at the outdoor pool was leaking and needed to be replaced and items were moved - from several different areas to at the Public Works Facility - for the City auction held on September 12th.

Twenty-four work orders related to delivering supplies or picking up items to go to recycling. Eighteen keys were issued this month and 9 cores were replaced in 3 offices. The BEST lock system allows the cores in locks to be swapped so the locks are reusable without replacing the whole unit. The Facilities & Grounds Division continued the day-to-day maintenance and cleanup of municipal buildings, as well as handling daily requests for service at City Hall, the Police Department and Fire Departments. Custodial duties were performed at the Public Works Facility, Train Station and City Hall, filling in at the Library and McConnell Center as needed.

Seventy-five work orders relating to facilities or grounds issues were generated and addressed by employees. Park clean up and maintenance at Hancock Park included replacing light bulbs, addressing minor electrical issues to repair lights, repairing a fence, ordering new in-ground boxes to replace some that has sustained damage, pulling weeds, rototilling areas that were overcome by grass and weeds, spreading playground mulch and cleaning up trees and vegetation that had become overgrown.

Clean up of other areas continued in preparation for both the Irish Festival and Apple Harvest Day, which was coming up in October. Intrusive vegetation, litter and tree debris were picked up, grass was mowed and picnic tables were moved from other parks to the Rotary Park. Some tables were in need of repair and were removed, repaired and put back into service.

City employees worked to assist multiple volunteer groups who came in on 9/11 and 9/17 to complete beautification projects in the downtown area. This included hauling mulch, gathering and distributing equipment and supplies in preparation, then picking up and disposing of debris, gathering tools or equipment post event and wrapping up any loose ends. The volunteer assistance is extremely helpful to Facilities & Grounds and much appreciated. Timberland employees, Liberty Mutual employees, Dover Alternative School students, and St Thomas Aquinas students all contributed to the beautification of Dover and their efforts are evident.

Hours were spent watering new trees that were planted and the whiskey barrels downtown. The flowers in the horse trough fountain structure and flag pole island in the Upper Square were replaced with mums and asters, lending to the fall festival atmosphere. Water was delivered several times to the tank on River Street that allows the rowing club to wash their boats down after each use. As usual, areas of the cemetery where burials were held also received attention.

Equipment maintenance on the zero turn radius mowers was conducted and the chainsaws received maintenance in September. The certificate from the State regarding the City Hall elevator inspection was received and posted inside the elevator. Six other work orders regarding equipment issues were addressed.

Weekly mowing of the public turf areas downtown and other various areas continued, sixteen work orders regarding trees or vegetation issues were handled, 1 tree was removed by City employees, 9 complaints were investigated where vegetation was removed or requests for service were answered as not every tree that is reported to the City presents an imminent hazard or a need to be removed. A request to remove one stump was received and passed on to Urban Tree to go with the list presented to them for grinding.

Sign work included 9 new posts and signs being installed, eight of these pertained to parking. Three signs were created upon request, two damaged posts were replaced and three signs were removed. Seven other work orders involved sign maintenance. Three Dig Safe requests pertinent to Facilities and Grounds were reviewed in the field. Facilities & Grounds crew members responded to 10 complaints regarding traffic; replaced 4 pedestrian buttons and replaced 1 red ball signal and 1 yellow.

The Woodman Park Basketball Courts were crack sealed and resurfaced in September to preserve them for years to come.

As time allowed, staff added some cabinets and appliances and improved the kitchen layout at the South End Station to accommodate the increase in staff from the new response plan. The racks at the South End Station that hang/support the firefighter's protective gear were fixed and upgraded in many cases too. Some of these improvements are above and beyond the normal job description of our firefighters and that deserves a big thank you for this work.

Flags were lowered in to honor those lost in the attack on our country on September 11, 2001.

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



On September 16, 2015, several law enforcement cyclists from around the country passed through Dover. The riders participated in a three-day, three-state ride from Augusta, Maine to Pittsford, Vermont to support the efforts of the New England Chapter of Concerns of Police Survivors. The riders held ceremonies at each state's law enforcement memorial with brief stops along the route to honor officers killed in the line of duty. Sergeant Speidel handled their traffic related needs and Captain Terlemezian and Sergeant Collopy joined the riders at the NH Memorial for a brief ceremony.



Pictured right, the above cyclists at a small ceremony at the New Hampshire Law Enforcement Memorial in Concord on September 16, 2015.



Testing of the ladders that each Fire Engine carries is an annual requirement and Fire & Rescue staff completed that task this month. Hose testing is similar and while started in August, continued into September. Testing every piece of hose and all fire department ladders guarantees when rescues have to be made or a fire needs to be suppressed rapidly, that these important equipment pieces don't catastrophically fail placing our firefighters in more danger than usual.

The following is a general description of the Police Priority Response System.

PRIORITY 1: IMMEDIATE RESPONSE: Crimes “in progress”; injury accidents; alarms.

PRIORITY 2: RAPID RESPONSE: Crimes or incidents that are not “in-progress” but require quick response to preserve evidence, locate witnesses or provide for public safety; to include suspicious activity and domestic disturbances.

PRIORITY 3: TIMELY RESPONSE: Disturbances; noise violations; welfare checks; motor vehicle disturbances; minor collisions.

PRIORITY 4: AS OFFICERS BECOME AVAILABLE: Non-criminal related activity; crimes reported well after they have been committed; message delivery; tow request; littering; fingerprints; assistance; abandoned vehicles.

PRIORITY 5: MOTOR VEHICLE STOPS.

Priority 1:	161
Priority 2:	128
Priority 3:	544
Priority 4:	670
Priority 5:	1,275

The Dover Police Department responded to **83%** of emergency calls in less than 6 minutes.

Fire & Rescue’s new pickup arrived after its purchase, and has been used to move the Public Education SAFE Trailer several times. It’s outfitting of communication radios and equipment will proceed over the next month or two as it will serve multiple purposes ranging from snow plowing around the Fire Stations in the winter to serving as a forestry/grass fire response vehicle in the warmer months.

Emergency Management requires a slow steady march of preparation for many types of events that happen once or twice over several years or never in a career, but could happen and if it does happen, with significant impacts or consequences to the community. In that realm, Dover’s Flood Zone maps were updated in September in conjunction with assistance from the office of NH Homeland Security and Emergency Management. The City’s Department Heads also participated in a table-top simulation drill used as a test of the new update draft of the City’s Local Emergency Operations Plan or LEOP. This NH HSEM grant funded LEOP project concludes in October. Personnel also attended a Seabrook Station/Radiological Response Plan quarterly meeting and completed two site visits to Sea3, a regional propane wholesale distribution and export facility with a proposed expansion triggering a review phase by the Public Utilities Commission. Its proximity to Dover would trigger in a major incident, Dover Fire & Rescue’s response per the existing mutual aid agreements.

September is the first full month with Fire & Rescue’s new response plan in operation after the hiring of 4 firefighters in August with 1 firefighter added to each of the 4 shifts. 24 hour-a-day coverage 365 days a year requires four shifts of firefighters working 42 hours per week to handle the calls for service that come in around the clock approximately 5600 times a year which is an average of 15 responses a day. 1 shift is on at any given time with the 13 personnel per shift being distributed as follows:

North End Station: 5 personnel
Central Station: 3 personnel
South End Station: 5 personnel

This change did many things for Fire & Rescue. The major change is that now, two fully staffed ambulances are in operation around the clock. This has improved response times and reduced reliance on mutual aid ambulances when multiple medical emergencies strike at the same time. A side benefit to this is that the department is looking to see an increase in ambulance billing revenue from the fact Fire & Rescue is transporting our citizens more while using those mutual aid ambulances less. Billing revenue often comes in a month after it is billed, which is why that is expected in October. These staffed ambulances are stationed at both the North and South End Fire Stations. In this change, all types of responses were re-evaluated and because the department is cross-staffing vehicles less overall, Fire & Rescue’s Fire Engines and Ladder Truck are in their respective districts more and handling emergencies more efficiently. In some cases, the Fire Department has reduced the number of total vehicles responding on an emergency without reducing effectiveness, with the expected side benefit of less wear and tear on some vehicles and improved longevity. Some of our fire engines exceed 100,000 miles of travel life and only through careful maintenance do they achieve the hoped for 15 to 20 years of service life.

Special Investigations Bureau (SIB):

Nine 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.

During September of 2015, Dover Police Department Special Investigations Bureau detectives, Dover Fire and Rescue personnel, and federal agents from the Bureau of Alcohol, Tobacco and Firearms investigated a suspicious garage fire that occurred on the property of St. Mary's Church in Dover. The fire remains under investigation.

During September of 2015 SIB detectives and Crime Scene Unit personnel assisted Dover Fire and Rescue in rescuing a subject seriously injured in a fall from a railroad trestle. The officers then completed an investigation that determined the individual's injuries were the result of an accident.

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

SIB personnel also investigated six unattended deaths that occurred in Dover, two of which appeared to be a drug overdoses.

SIB detectives are responsible for conducting background investigations on police officer applicants. During the month of September 2015, one such investigation was on-going.

Collision Investigation Team:

The Dover Police Department's Traffic Accident Investigation Team was not called out during the month of September.

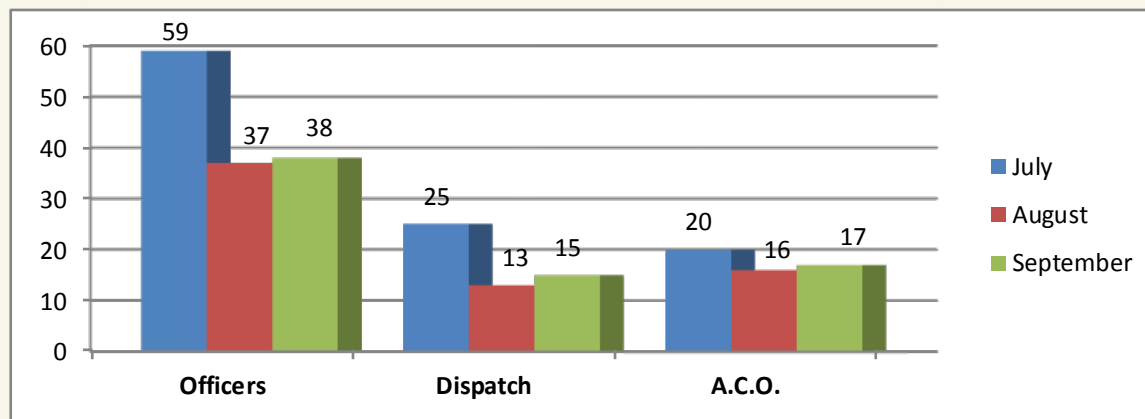
Patrol

During the month of September 2015, there were five letters generated by the Dover Police Department that were sent to certain licensed liquor establishments 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 at a particular location, 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.

During the month, the Dover Police Department handled a total of 2,278 calls for service. Police officers made a total of 1,275 motor vehicle stops.

Additionally, police officers issued 19 non-motor vehicle related summonses and conducted 42 checks of the Community Trail.

Animal Control:



Total animal calls for service
70
Handled by Officers
38
Handled by Dispatch
15
Handled by ACO
17

The Animal Control Officer (ACO) followed-up on 14 investigations initially handled by Patrol Officers. Additionally, she returned 40 phone messages.

One of the wildlife related calls that the ACO responded to involved a sick fox. She was able to catch the fox and determined that it needed to be put down. She took the fox to a vet to be put down at no cost to the City of Dover. In another wildlife related call, the ACO was able to catch an emaciated Cooper's hawk and brought it to The Center for Wildlife, in York, Maine for rehabilitation.



Cooper's hawk captured by the Animal Control Officer and transported to the Center for Wildlife for rehabilitation.

Breakdown of calls – Officers

Animal bites	2
Found animals	5
Barking dogs	6
Loose animals	7
Welfare Checks	14
Deceased animals	4

Breakdown of Calls – Dispatch

Loose dogs	5
Missing animals	4
Welfare checks	2
Found animals	3
Barking dogs	1

Breakdown of Calls – Animal Control Officer

Found animals	2
Animal bites	2
Wildlife	2
Welfare checks	5
Loose animals	3
Lost animals	1
Barking dog	1
Hit animal	1

The Mounted Patrol handled the following during the month:

42	Public Assists-directions, pedestrian right of way education, etc.
18	Parking Assists
02	Disturbances at Henry Law Park
37	Pedestrian Crosswalk Warnings
01	Hands Free Warnings
01	Assist with a Warrant

Downtown Liaison Unit (Mounted Patrol)

In addition to the activity showing in the chart to the right, the officers assigned to the Downtown Liaison Unit had hundreds of public interactions which include education on crosswalk and bike safety, help with parking meters and parking, and general information about the City, the Police Department and the horses.



Downtown Liaison Unit makes a recent appearance at Maple Suites.

K-9 Unit:

The Dover Police Department's two K9 teams consist of Officer Keefe with his partner Grinko and Officer Brown and his partner Barco. Each team conducted 20 hours of training during the month of September.

The City of Dover has three fire stations.



DNTV-22 has completed several new productions, now airing on Channel 22, and soon to be online. They include a look at what's new at the Dover Public Library, a PSA on how to use the new parking facility, a comprehensive look at the proposed Capital Improvements Program, and a PSA on how to register your vehicle with the City online.

The City is in the process of transitioning to a new video on-demand interface. Dover's video host, Leightronix, has launched a new live streaming and on-demand service, VieBit, which is replacing the former PegCentral service. All PegCentral content has been migrated to the new site. PegCentral is still available, but will be deactivated in the next few months. VieBit allows the City to contain new live streaming and on-demand content together, from one link. Dover Media is continuing to work out some technical matters with the vendor, but have been assured these will all be resolved shortly. The new page can be accessed directly at dovernh.viebit.com.

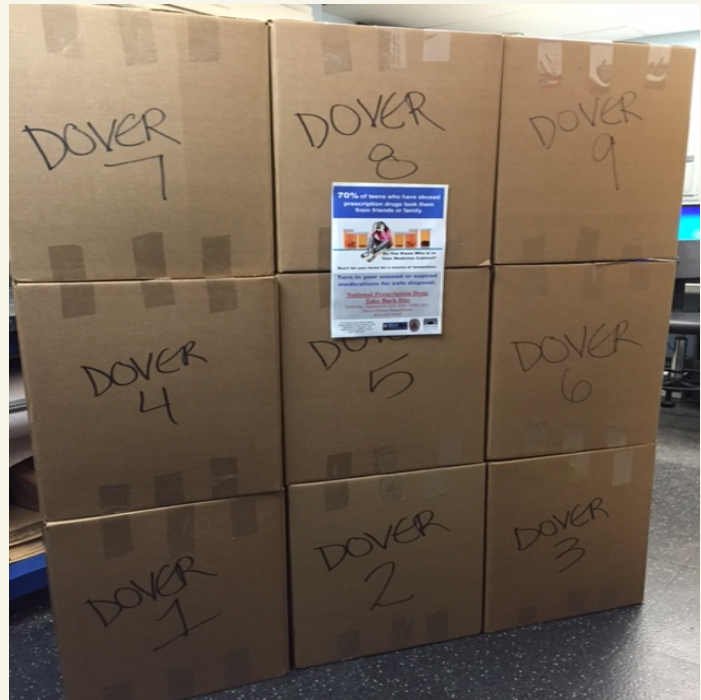
The library has 6,436 social media followers! 1,693 on Facebook, 642 on Twitter, 419 on Instagram, 1,124 on Pinterest, and 2,558 subscribers to the library's two e-newsletters. The library website received 13,768 hits during September. The Library posted 61 items on Facebook, 17 on Instagram, 25 on Twitter, and added 26 pins on Pinterest. Staff wrote 5 Blog posts, and sent one press release to media outlets during September.

The public library borrowed 93 items from the school libraries and sent 104. The public library's System Administrator aided the Dovertnet school libraries with 5 Koha system issues during September.

The Library Director attended two meetings of the Woodman Museum's Centennial Planning Committee. The museum will be 100 years old next July.

Three library staff filmed a video spot for Channel 22 detailing the new features of the library's new website and expanded hours of operation.

On Saturday, September 26, 2015, the Police Department partnered with the Drug Enforcement Administration to host the 10th drug take back event. The event provides community members with the opportunity to safely dispose of any unused, unneeded or expired medications with no questions asked. Pictured right, Dover collected 9 boxes of drugs totaling 178lbs!



On September 15, 2015, three members of Dover Youth to Youth presented a 50-minute webinar to a national audience from the McConnell Center. The topic was how to get a youth empowerment group organized in other locations and was designed for communities that would like to implement a Dover Y2Y style program. Over two dozen locations from 10 states participated in the webinar.

On September 22, 2015, Dover Youth to Youth students presented a 2nd webinar to a national audience. This training explained how to implement the Samantha Skunk medicine safety program. Students explained how to give the presentation and also demonstrated the process for training young students in the speaking techniques needed to effectively present the lessons. The audience was primarily adults who would be responsible for implementing the program. Twelve locations from 7 states tuned in to the webinar.

On September 12, 2015, Detective Sean Mask and Officer Petros Lazos participated in a Special Olympics fundraiser at the Irving Station at 165 Knox Marsh Road. They were joined by a member of the Strafford County Sheriff's Department, a member of the Strafford County Department of Corrections as well as several of the athletes. This was part of the "Serve and Protect" event, a Special Olympics tradition, which involved washing windows, pumping gas, and collecting donations to support Special Olympics of New Hampshire.



Above, Officer Petros Lazos (far right) and Detective Sean Mask (second from right) joined Strafford County Deputy Sheriff Jen Payne, Strafford County Corrections Officer Mike South, local athletes and their families at the fundraiser for Special Olympics New Hampshire at the Irving at 165 Knox Marsh Road.

Sergeant Speidel conducted a total of 8 child passenger seat inspections during the month of September. 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. Sgt. Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the police department provides this service free of charge.

Pictured right, A Dover Police cruiser leads the Horne Street School 5K on September 2, 2015 in the area of Sixth and Whittier Streets.



On Wednesday, September 23, 2015, twenty-six students from Dover and Rochester Youth to Youth conducted the Zombie Project. The students dressed as zombies and conducted a street demonstration in downtown Dover to promote the Dover and Rochester Coalition's Drug Take Back Day the following Saturday. Students passed out info cards, displayed signs and visuals, and held a press conference on the steps of City Hall.



On September 27, 2015, eight Youth to Youth students traveled to central Connecticut and conducted a 5-hour training program for 35 students from 6 different communities in that area. Students were taught advocacy and presentation skills as well as how to conduct a wide variety of advocacy projects such as recording a radio PSA.



Above, members of Dover Youth to Youth (front) are shown with the students from central Connecticut advocacy groups that Dover provided training for.

The Department of Planning and Community Development continued to update its blog, Facebook page and twitter feed to communicate with the public. The Department of Planning and Community Development has 296 Facebook (City of Dover NH Planning) friends and 718 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 1,024 fans).

The Department of Planning and Community Development mailed out 43 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the Dover Download.

Planning and Community Development staff provided written and oral comments at the public hearing held in Rochester by the Governor's Advisory Commission on Intermodal Transportation (GACIT) on the NHDOT draft Ten Year Plan (2017-2026). Staff testimony addressed the Dover and Dover area based proposals found within the draft Plan.

On September 14, the Assistant City Manager attended the Dover Main Street Annual Meeting and dinner. This was held in Dover at the Brickhouse. The meeting saw the election of new officers to the Main Street Board and reviewed the accomplishments and the goals achieved over the previous year for the organization.

In September, Planning and Community Development staff continued to update the City website with 2 presentations and reports regarding updates to the Transportation Master Plan amendments. There are now over 360 sources of information listed.

September, like most months in Dover, provided many opportunities for Fire & Rescue to interact in the community. Crews from the three stations rotated through maintaining a presence at the Seacoast Irish Festival, a Dover Main Street Community Event. This type of presence provides Emergency Medical and Fire protection at the special events where Dover citizens and visitors are. Other events where Fire & Rescue Crews and their vehicles visited included a bonfire at Saint Thomas School, a "Local Hero's Salute" at the Dover Center for Health & Rehabilitation, a lunch event for the Dover Children's Home and hosted by Federated Auto Parts, the Horne Street School 5K road race, and the WDH Seacoast Cancer Center 5K walk/run. The Green Wave High School Football season has started and an ambulance crew staged at 1 game in the event of an on the field or off the field injury.

In addition to those events, personnel assisted with delivering Fire Extinguisher training twice at Liberty Mutual, as well as with the training of staff at the Strafford County Jail to operate Fire & Rescue's live- fire extinguisher training system so they could conduct their own training on the shifts that work there 24 hours a day.

Firefighters in an off-duty capacity and in conjunction with the Thirsty Moose Taphouse at 83 Washington Street conducted an Operation Warm fundraiser. This fundraiser provides winter coats to school age children in need in our community and others. Should you want to help, feel free to donate at <https://donate.operationwarm.org/page/contribute/dover-local-no-2909-firefighters> as fundraising for this vital program occurs year-round. Dover firefighters also assisted with the operation of Sarah's ride, a memorial motorcycle ride in memory of Portsmouth Firefighter Sarah Fox who lost her battle with breast cancer December 9th, 2011.

Current Special Project Highlights

Police Facility & Parking Garage

During the month of September, crews continued the erection of the precast garage sections. The garage structure will be completed by first week of October. Crews will then begin installing all required plumbing and electrical components as well as the elevator inside the garage. Additionally, once the garage is erected and concurrent with the installation of interior garage mechanicals, crews will focus on completion of site landscaping. This will include new sidewalks and plantings, as well as the reconstruction of the Myrtle Street walkway which will be completed with new brick pavers, similar to the sidewalks being installed on Silver Street. The garage is on schedule to open to the public by the end of November.

As the garage is erected, work on the exterior façade and the interior of the police facility will continue. The police facility is on schedule to open in late February 2016.



Aerial shot of the police facility and parking garage.

City Programs

Gym

Recreation has resumed offering Shape up with Lisa classes – Muscle Power and now Interval Toning classes this month, with Muscle Power being held on Mondays/Wednesdays and Interval Toning is being offered on Tuesdays & Thursdays. There is also an additional Saturday Toning Class available. Also beginning is a new Yoga session on Mondays and Wednesdays and beginner Yoga classes on Tuesdays. Fall field scheduling is ongoing and staff is preparing for the upcoming basketball season

Pool

The Indoor Pool opened back up after Labor Day weekend after being closed for two weeks for routine maintenance. Early Bird lap swim has been busy as usual with around 50-75 swimmers. Rec Swim has been slow due to the time of year and fall sports. Lesson sign up has been busy with most of the classes being filled to capacity; in addition, pool personnel has revamped lesson offerings to double the amount of lessons during the fall/winter and spring sessions. Seacoast Swimming has resumed their season and practice at the pool on a daily basis. Birthday parties are starting to get very popular with the cold weather coming and anticipate having between 5 and 6 parties booked for the month of October. Great Bay Masters resumed practice at the Indoor Pool after a wonderful summer swimming at the Jenny Thompson Pool. The Jenny Thompson pool closed on Labor Day; the winter pool cover has been applied to the pool and the facility is closed up until next spring.

Ice Arena

The fall season has kicked in at the Dover Arena with Dover Youth Hockey Association youth hockey practices and games. As in the past, the Dover Youth Hockey Program will have a busy season with games or practices just about every day at the arena. Dover Arena programs have started offering adult and youth programs such as Youth Introduction to Hockey, Learn to Skate, CO ED hockey league, Women's pick up hockey, Over 45 hockey league and a variety of recreational skates and hockey pick-ups. Adult and youth stick practice: 274 participants.

Senior Center

September was Senior Center Month. In honor of the occasion, there were several special events throughout the month, including New Hampshire flavored stories and song with Jim Barnes, "101 Life Hacks" from the UNH Speakers' Bureau, and Genealogy 101 with Pat Cirone. A membership drive was held this month – the prize was a baseball donated by the Boston Red Sox and autographed by catcher Ryan Hanigan. 100 signups / renewals occurred this month! In addition to all of 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. A new fitness class – ZENgevity has debuted, which is a combination of gentle and joyful movements designed for those of age "50 or better" of all fitness levels; 333 participants in those classes this month! 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 wiffle ball. In September, 169 people enjoyed learning and playing this new lifetime sport! As the Senior Center continues to explore ways to stay healthy and active, two new dance classes started this month. 46 seniors line danced and 25 began salsa and cha-cha lessons! By popular demand, a Photography Club began. The club will visit local scenic spots and events and share tips on camera settings as well as composition and editing. The Senior Center's travel department took 45 seniors on a trip to the Isabella Stewart Gardner Museum in Boston, and 6 travelers visited the Iconic Aegean Sea. Day trippers took 22 members to the Willowbrook 19th Century Village in Newfield, Maine.



Above, Senior Center members got to ride the fully-restored 1896 carousel at Willowbrook Village. Below, Senior Center Golfers are getting ready to tee off at Nippo Lake in September.



Public Library

Sunday afternoon hours (1-5pm) began at the library on September 13. Patrons are very happy!

A new public information bulletin board debuted in the library's downstairs hallway on September 28. (pictured right)



In order to make room for newly acquired items, the annual "weeding" of the collection for worn out and little-used items continued throughout September. These items will be discarded and put in the annual Booksale in October.

There were 30 September programs offered at the library including 15 story times, a Book Group meeting, a craft session, 1 artist's reception, 4 movie showings, Lego Saturday, 1 Friends program featuring a local author, 1 Game Night, and a poetry reading. Total attendance at library programs in September was 499.

The Dover Public Library is implementing the nationwide initiative "1000 Books Before Kindergarten"! Library cardholders from birth through age 5 are invited to take on the challenge! The challenge must be completed prior to the child turning 6 or enters kindergarten, whichever comes first. Children are to go to the Children's Room at the library or visit the library website to register for the program and get their first reading log. When the child finished their first 100 books, they are to bring in their log to the library and receive an achievement sticker, a new reading log and their very own library book bag with the special NH 1,000 Books Before Kindergarten logo on it! For every 100 books read, each child will get a new achievement sticker and new log.

Why 1,000 books? This milestone is based upon research showing that the more children hear books read aloud to them the more prepared they are to learn to read on their own when they enter kindergarten. It doesn't matter whether it is the same book read over and over or a different book each time. When a child finishes reading and recording 1,000 books, they will be given a "Certificate of Achievement" and have their picture taken for the library's "1,000 Books Before Kindergarten" poster. What a great program! The Friends of the Library have agreed to fund the program's prizes as well.



Dover High School Liaison Officer.

Throughout the month, Officer Kennedy met with students to discuss their future goals. This included speaking to students interested in law enforcement and how best to achieve those goals.

On several occasions, Officer Kennedy met with school officials to assist with incidents being investigated by faculty and staff to determine if criminal activity occurred. This is a very common but equally important role of the School Resource Officer

Officer Kennedy presented to two Criminal Law classes and answered several questions relating to police protocol and training procedures.

Dover Housing Authority Liaison Officer Program

During the weeks of September 11, 2015 and September 28, 2015, Officer Feliciano started teaching his first classes of DARE to four classes of fifth grade students at the Dover Middle School. He is one of three Dover Police DARE instructors that all began teaching classes during the month.

Dover Middle School Liaison Officer.

Officer Pieniazek started a lunch program entitled, "Fine Dining with Dover's Finest." This program allows students an opportunity to eat lunch with Officer Pieniazek in the School Resource Officer's office. The program gives the students an opportunity to interact with the officer in a small group setting. The program has been very well received by the students and staff.

Officer Pieniazek shadowed several DARE classes during the month. Officer Pieniazek is scheduled to attend DARE training in December of 2015 and observing the classes in advance of the training will help him to be more efficient once he starts teaching his own classes because he will already be very familiar with the program.

Officer Pieniazek joined faculty and staff at both open house sessions at the Dover Middle School. This gave him an opportunity to meet the dozens of parents that attended.

Dover Teen Center

The Dover Teen Center calendar for September 2015 consisted of educational and social programming for its youth participants. For the month, the Teen Center saw a total of 683 participants on 22 days of programming, which yielded an average of 31 participants per day. Some program highlights for the month included, but were not limited to the following:

TC Teacher WS Day - "TC Fun Drop-In Day" (9/4)
TC Special Event – "Welcome Back BBQ" (9/11)
TC Tournament – "8-Ball Billiards" (9/17)
TC Tournament – "Wii Olympics" (9/18)
TC Snack Special – "Pancake Mania" (9/21)
TC Classic Program – "Bingo Madness" (9/22)
TC Special Event – "Beep Kickball w/NH Association for the Blind" (9/23)
TC Classic Program – "Karaoke Jam Party" (9/25)
TC Tournament – "Ping-Pong" (9/29)
TC Snack Special – "Pasta-Fest" (9/30)

Teen Center staff also conducted a successful training night for the new fall 2015 Intern staff on Thursday, September 10th. There were 19 new registrations for the Teen Center in September 2015.

Dover Coalition for Youth

The Coalition has been working closely with the Dover High School Athletic Director to set up the Life of an Athlete program for the start of the 2015-2016 school year. The Life of an Athlete program provides ways to promote healthy lifestyles such as proper nutrition, being well rested, and avoiding drugs, to student athletes to promote maximum performance. The Coalition will also be providing student and coach's guides as well as weekly coaching tips throughout the course of the school year.

Dover Court Diversion Committee

The Diversion Committee met on September 24, 2015. As of the end of the month, there is a total of one pending Diversion case. Below is the breakdown:

1 cases already in active Diversion Contracts
0 successful completion and release
0 new cases heard

There are currently no new cases awaiting review for the October 20, 2015 meeting.

Dover Youth to Youth:

The Dover Police Department is finalizing another technical assistance contract for a third year with Granite Youth Alliance. This year, the group will be expanding from 3 teams (Epping Middle School, Epping High School and Newmarket Junior Senior High School) to 5 teams with the addition of Seabrook Middle School and the Raymond Coalition for Youth. The planning for the fall conference will take place on Saturday, November 14th at the Seacoast School of Technology in Exeter, NH is in the final stages. The overall goal of the partnership with the Granite Youth Alliance is to help other youth programs to replicate Dover Youth to Youth's successful youth advocacy programming.

Community Service Program

The Community Service program continued to track one active participant during the month of September of 2015. A total of 2 hours of community service hours were completed during the month and the one participant did not finish his/her assigned hours.

Capital Improvements Program

Fiscal Years 2016 through 2021

Major Projects – FY2016

Citywide Building Transformer Replacement
Police Cruiser Replacement Program
Cardiac Monitor & Defibrillator Replacement
Staff Vehicle Replacement
Public Works Heavy Equipment
General Street Improvements
General Sidewalk Improvements
Bridge Improvements
Drainage System Improvements
Traffic Calming Improvements
Traffic Signal Upgrades
Street Reconstruction: Broadway RR Culvert,
Keating/Birchwood, Nelson St, Richardson Drive
Replace Oak Street RR Bridge
Park Infrastructure Replace/Maintenance
Public Library Books & Collections
Water Exploration
Water Heavy Equipment Replacement
Water Light Vehicle Replacement
Water Main Replacement – City Wide
Water Meter Replacement
Water Treatment Plant & Well Equipment
Wellhead Protection
Water Main Replacement – Keating/Birchwood,
Nelson Street, Union Street
Inflow/Infiltration Study/Mitigation
Pump Station Equipment Replace/Maintenance
Sewer Heavy Equipment Replacement
Sewer Light Vehicle Replacement
Sewer Main Replacements – City Wide
Pump Station Replacement – Leighton Way
Pump Station Upgrade – Varney Brook
Sewer Main – Nelson Street
Sewer Main – Richardson Drive
Sewer Main Replacement – Keating/Birchwood

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: Sixth Street was overlaid from Whittier Street to County Farm Road. Sixth Street was shimmed from County Farm Road to beyond Gladiola Way. County Farm Road, Week's Crossing and Webb Place were all overlaid. Paving operations are completed for this construction season.

Previous: Garrison Road has been paved. They will start paving on Sixth Street soon.

TOLEND ROAD RECONSTRUCTION

Current: The final coat of pavement as well as painted road lines and gravel shoulders have been installed. There are only a few punch list items remaining to be addressed.

Previous: The shim and final top coat of asphalt has been installed as of Sept 8th. They will gravel the shoulders, paint road lines and tie in the driveways in the next couple of weeks.

TOLEND LANDFILL REMEDIATION

Current: The groundwater extraction system is operating at 100% once again as the iron blockage in the sewer force main and gravity line has been cleaned. Modifications to the cleaning operations have been implemented to improve the situation. The system will be monitored to gauge how effective the changes are.

A meeting with Councilor Gagnon, Doug Steele, and representatives of NH Fish and Game took place at the landfill to discuss a plan to reopen hunting on portions of City property adjacent to the landfill while maintaining a safety zone to protect workers at the landfill and the remediation system assets. The plan will be presented to the City Council for review and action by the City Council.

Previous: The groundwater extraction system was shut down for a period of time as the sewer line had become clog as a result of iron. The blockage was in an inaccessible area that required the mobilization of special equipment to clear the blockage. A review of operation procedures and maintenance schedules will consider ways to prevent iron build up in the sewer line.

WASTEWATER TREATMENT FACILITY

Current: The meeting to discuss the Wastewater NPDES permit is scheduled for October 9th.

Previous: The Waste Water Treatment upgrade to add nitrogen removal is online. The system is acclimating and being brought up to operational level. So far the system is performing well with weekly testing of Total Nitrogen levels. Once the system reaches operational efficiencies a second round of river samples will be collected to see if there is a measurable change in conditions and water quality compared to samples collected before the system was initiated.

A meeting with EPA is being scheduled for early September to discuss the City's wastewater permit status.

SILVER STREET RECONSTRUCTION

Current: All water, sewer and drainage has been completed on Silver Street. The base pavement and curbing has been installed. Work is continuing on the sidewalks and street lights in October.

Previous: Drainage is being installed on Silver Street from Central Avenue to Locust Street. The Trees and light poles have been installed on the outer section of Silver Street.

WATSON ROAD RECONSTRUCTION

Current: Only a few punch list items remain.

Previous: Only minor punch list items remain.

KEATING / BIRCHWOOD RECONSTRUCTION

Current: Survey is underway with test pits scheduled for early November. Project was selected for funding through the State Revolving Funding program for wastewater, nonpoint source, and water improvements.

Previous: There was a project kickoff meeting with D&K to review scope and services. They are in the process of scheduling survey of the area. The hope is to do an initial neighborhood meeting in the late fall.

RICHARDSON DRIVE RECONSTRUCTION

Current: Neighborhood meeting was held on September 17th with approximately 30 residents; since then staff has met individually with home owners to discuss the project. Plans and bid documents are being developed with the intent of bidding the project over the winter and beginning construction in the spring. The project was selected for funding through the State Revolving Funding program for wastewater and nonpoint source improvements.

Previous: Tighe & Bond has had two initial meetings with staff and are preparing for the first of two neighborhood meetings. The first meeting is scheduled for September 17th at 6:30 at the Community Services department. With feedback, T&B will move forward with design plans for staff review.

NELSON STREET RECONSTRUCTION

Current: Staff is working with consultant to finalize plans and bid documents.

Previous: Trittech Engineering has submitted plans and specifications for staff review. The project is anticipated to go out to bid in the late Fall for construction in the spring.

LEIGHTON WAY PUMP STATION REPLACEMENT

Current: Waiting for additional easements to be approved.

Previous: Waiting for approval on change order.

TRAFFIC SIGNAL UPGRADE

Current: The approval for the encroachment permit has been received. Hardware is scheduled to be installed on October 14, 2015.

Previous: An approval was received for the antenna on the Exit 7 monopole. An encroachment permit application has been submitted to the D.O.T. Currently waiting on approval.

BRIDGE UPGRADES

Current: GM2 is working on the reports and plans for the bridge repairs as specified in their RFP.

Previous: GM2 started work by inspecting the bridges on August 26th.

INFLOW & INFILTRATION

Current: Waiting for approval on change order.

Previous: A pre-construction meeting was held with Wright Pierce Engineering and S.U.R. Construction. The neighborhood meeting has been set for September 14. Construction will begin on September 21.

WATER FACILITIES UPGRADE

Current: Willand Pond is pumping from both wells. Underwood is currently in the design phase for Lowell, Calderwood, Campbell, Smith and Cummings. This is Phase 1 of the project.

Previous: Reviewed 30% drawings and specs with Underwood as well as gave comments. The next update will be for the 60% plans. Pilot testing for Smith Well, Cummings Well and Willand Pond have been completed.

Underwood Engineering conducted an exterior tank inspection of Garrison Hill. They are in the process of pilot testing for iron and manganese at Smith and Cummings Wells. Pilot testing for Willand Pond will begin in September. Design work is ongoing on Phase 1.

COCHECHO RIVER DREDGING:

Current: The First Street and Police Station projects are completed as far as disposing of soil in the dredge cell. The former wastewater / DPW parcel on River Street has approximately 13,000 cubic yards of soil that needs to be excavated and disposed in the dredge cell. Once that is complete it will be ready for closure.

The anticipated schedule for closure of the dredge cell will be in 2016.

Previous: Soil from the Orchard Street project is beginning to be placed in the dredge cell for use later as a capping material. The major excavation at Orchard Street is scheduled to take place over the winter and the soil will be placed in the dredge cell and stored until needed to cap and close the facility.

GZA the engineering firm that completed the environmental characterization of the River Street property has provided a work scope to oversee the removal and backfilling of the approximately 13,000 cubic yards of unsuitable soil left at the former DPW site. NHDES has approved disposal of this soil in the dredge cell for disposal. A contract with GZA will be presented to the Council for approval once a funding source has been identified.

WATER FACILITIES UPGRADE:

Current: Underwood Engineering conducted an exterior tank inspection of Garrison Hill. They are in the process of pilot testing for iron and manganese at Smith and Cummings Wells. Pilot testing for Willand Pond will begin in September. Design work is ongoing on Phase 1.

Previous: Willand Pond is pumping from both wells. Underwood is currently in the design phase for Lowell Ave, Calderwood Well, Campbell Well, Smith Well and Cummings Well. This is the first phase of the project.

Recognition

Library staff, friends and colleagues recognized the Library Director Cathleen Beaudoin's 40 years of service with a surprise party on September 1. Pictured below is Cathy Beaudoin and City Manager Joyal. The Library staff recognized Reference Librarian Carrie Tremblay's 30th work anniversary with a party on September 23. Congratulations to both ladies!



The Planning and Community Development Department welcomed its third new staff member since July. Dave Carpenter joined the staff as the City's Community Development Planner. Dave comes to the City after working at various local and regional planning positions in the state of Maine. Dave has a strong background in project management and community engagement and will be coordinating the City's Master Plan efforts as well as being the point person for the Community Development Block Grant Program. Dave and his fiancé live in Sanford Maine, and he has a daughter attending college in Maine.



Thank you to the Friends of the Library who funded \$275 for the addition to the Dover Public Library's exterior sign on the library's front lawn to include new Sunday hours.

Professional Development

Public Library staff attended webinars during September on the topics of: "Successful Programming for Babies and Toddlers", "Arts Integration and Children's Books", "How to Protect the Freedom to Read", "Gamification as Library Outreach", "Powerful Presentations", "Managing Mobile", "Meeting Users on Their Own Terms", and "STEAM programs for Youth". Susan Dunker and Cathy Beaudoin attended an NHMA seminar on Employment Discrimination in the Workplace.

Sergeant Anderson and Officer Levin attended a one day class for advanced driver training on September 10, 2015.

Officer Goard attended a three day Breath Test Operator course on September 15-17, 2015

On September 22, 2015, Detective Burt and Officer Petrin attended Expert Witness training.

On September 15, 2015, Officers Hurley and Yerardi along with Dispatcher Caitlin Foster attended Mental Health First Aid training.

Detective Carlson has attended a two week Law Enforcement Supervisor Training. The class began on September 28, 2015 and continued into October.

Dave White, City Engineer attended "A Hard Road To Travel" conference at New Hampshire Municipal Association.

Warren Hilton and Eric Poitras attended a UNH T2 conference on NH Road Law for Municipalities in Exeter.

The Community Development Planner attended a three day workshop provided by the National Community Development Association entitled CDBG Basics: Training for practitioners. The workshop provided a comprehensive review of the CDBG program and was attended by over 30 people from around New England who perform community related CDBG activities. The attendees spanned the experience spectrum from only a few weeks to over 20 years in the field. Topics included discussions on National Objectives, Eligible Activities, Program Administration and Financial Management. The training has already proved useful in helping staff answer questions brought to the Department.

Assistant City Planner/Zoning Administrator Piekut attended "Managing Floodplain Development through the National Flood Insurance Program" training at Pease September 29-October 1. More than 30 planners, officials, and engineers from around New England were in attendance for the first training held in New England, hosted by the New Hampshire Office of Energy & Planning, FEMA, and the Association of State Floodplain Managers. Completing the training is preparation for the Certified Floodplain Manager (CFM) exam and previously required traveling to Maryland. Topics included:

The Assistant City Manager and the City Engineer attended a session presented by the New Hampshire Municipal Lawyers Association on review and updating development letters of credit. This 2 hour session offered staff the opportunity to learn new trends in the drafting of letters of credit. These letters serve to protect a community to ensure that projects are constructed as planned and approved.

The Finance Director attended the NHDRA Tax rate setting education session.

Training is a near daily event at Fire & Rescue. One of September's focuses was the re-certification of all personnel in CPR for Adults, Children and Infants. In addition to those training sessions, the four shifts of Fire & Rescue personnel participated in a number of trainings with our community partners. The shifts visited DF Richard's for a training and tour of their oil and propane storage facility, and attended a Cardiovascular Care case update at Wentworth Douglass Hospital as well as the monthly Trauma Rounds there. These case review processes at WDH often start with emergencies in our community that result in department response, and then look at outcomes after treatment and transport to the Emergency Room and through WDH's systems until transfer to another facility or release. Both of these are quality improvement initiatives that look at the whole system of emergency medical care from start to finish. Crews also attended a class held in Dover hosted by the Seacoast Fire Chief's Association on Engine Company Operations by John Salka, which was a professional development program expanding the knowledge on the core skills delivered by Fire Engine crews at fires.

EMPLOYEE SPOTLIGHT



Most of you must know Bill Simons by now. BUT, in case you don't know of this character, Bill currently works in the Police Department.

Bill wanted everyone to know that if you are looking to go to Disney World or to Key West, you do not need to go any further than to the City of Dover Parking Bureau! Parking Manager Bill Simons has been to both locations numerous times and is always happy to have a conversation about where he went, what he learned to do and what he learned not to do!

Bill grew up in Hull, Massachusetts; a blue collar town just south of Boston with his two brothers. He has been the Parking Manager in Dover for just over five years after retiring as a Police Captain in the summer of 2010. Bill came to Dover in 1986 having his first shift with the Dover Police Department on New Year's Eve. He remembers his first call for service was a parking complaint. Nearly 29 years later, he is still dealing with parking issues.

Bill and his wife Joanne live in Dover and have two children in college. With his youngest, Emily, starting her first year at Bentley University in Waltham studying business, he and his wife are entering their Free Bird (formerly known as empty- nesters) period. This should be an interesting time as his wife Joanne was just named principal of the New Franklin Elementary School in Portsmouth this fall. (Congratulations to Joanne!) Bill's son Andrew is a junior at Bryant University in Rhode Island and hopes to be involved in the music industry.

Bill has been a trustee for St. John's United Methodist Church in Dover for several years and is now, thanks to our Assistant Rec Director Krista Trefethen and former Dover Police Captain Michael Raiche, a Pickleball fanatic! If Bill could find a place to play seven days a week, he would. Bill also enjoys fantasy football and poker night (for points and entertainment value only) with a group of officers and friends from the area.

So Bill's email is w.simons@doover.nh.gov if you want Florida travel advice free of charge or want to challenge him at Pickleball.

Thanks for all you do for Dover, Bill!



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

- ◆ The City Manager forwarded a complimentary article on Dover, found in the New England Real Estate Journal, to the City Council.
- ◆ The City Manager advised the City Council that the 9/9 Council meeting would be held at the McConnell Center due to the heat.
- ◆ The City Manager advised the Council that Randy Provencher, Interim Fire Chief was retiring and that Eric Hagman would be the new Interim Fire Chief.
- ◆ The City Manager confirmed to the Council the cost per ton for Construction Debris Disposal.
- ◆ The City Council received the per space cost calculation of the downtown parking garage from the City Manager.
- ◆ The City Manager forwarded an email to the Council that was sent to NH communities impacted by the Adequate Education cap.
- ◆ The City Manager forwarded a letter of support from Windham to the City Council relative to the Adequate Education cap.
- ◆ 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.

Total Tax Rate: \$26.01

City Tax Rate

\$10.09

Local School Tax Rate

\$10.50

State Education Tax Rate

\$2.49

County Tax Rate

\$2.93

**Tax Year – April 1 to March 31
due in December & June**

The City Manager's Assistant coordinated a Discrimination Training for all City supervisors. This mandatory training was hosted by the Legal Division of the NH Municipal Association.

The NH Department of Labor conducted a Safety Audit of various City buildings. The City Manager's Assistant received the audit report and is working with various divisions within the city on updating any inadequacies found. All issues found were minor and the City is in good shape.

The City Manager's Assistant has been working once again with the National Research Center on the city wide survey that is mailed to randomly selected citizens in Dover. The Citizens' Survey takes place every other year and provides management with valuable information to be analyzed and used to update various services being provided to the citizens and general public. Results will be released in November.

The City Manager's Assistant teamed up with the Nagler Group and coordinated a clothing drive in which all proceeds benefited the Epilepsy Foundation of New England. Collection bins were placed at City Hall, the Public Works Facility and the North End Fire Station.

In September, the Public Welfare Director and Social Worker attended a workshop on the winter rules for utilities and what programs are available to help the citizens that need it. Both also went to training and learned more about some of the state programs available for veterans. The City's Social Worker also continues to be trained to help those who need to enroll in the Health Care System.

According to the Public Welfare Director, although this month their division's spending and numbers went up, it is still below what it has been in the past. The division is spending approximately 25% less than what was spent last year at this time. There are about 32% fewer cases, however more is being spent on rent for each case.

Various Divisions within the Finance Department met with Employees from the Planning Department to discuss City Hall Customer Service Center.

Inspection Services is in the process of hiring an Electrical Inspector as the number of inspections each day has required the addition of a building inspector to assist the head building Official Tom Clark, with plan review and site visits. Dover's current Electrical Inspector has moved to that new building inspector position and is covering both of those positions while Inspection Services works to fill the open Electrical Inspector position. The Inspection Division expects to have the Electrical Inspector position filled by mid-November.

Parking & Traffic



Parking Bureau

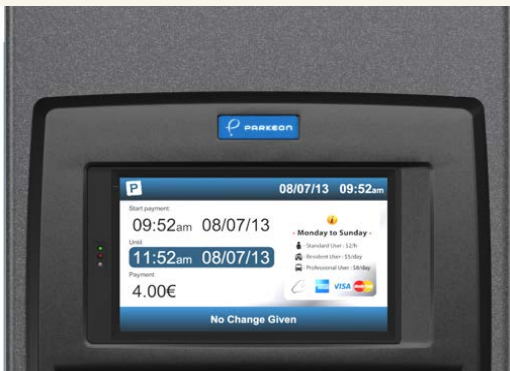
The Parking Bureau will be evaluating an upgrade to the on-street meter system over the next six months. In November, Parkeon will install an upgrade on one meter that will include a color display screen, oversized solar panel and back lit capacitive keypad. There is no cost to the city for this evaluation. The upgrade is expected to improve the users' experience and would extend the life of each meter by five years. Pictured left is a photo of the upgraded parking meter that will be tested in Dover. This photo was taken in Rehoboth, Massachusetts where the pictured meter is being used. Below that is a view of the new colored screen.

The Parking Manager and Finance Director are reviewing options for the parking meter system in relation to the changes in credit card systems across the country. There are two upgrade options available to accommodate the embedded credit card chip (EVM) process.

The Parking Commission will continue to review the FY17 fee schedule during their next few meetings for submission in December during the annual budget process. They will also be discussing continued concerns about an auto repair shop on Broadway that uses city parking areas for vehicle storage. In addition, they will review the regulations in place for the Portland Avenue lot, for which the dynamics will change in December with the opening of the adjacent commercial/residential development.

Over a 120 persons have expressed interest in obtaining parking permits for the garage when it opens in November.

Parking Manager Bill Simons is working on numerous aspects of the parking garage to include disabled parking requirements, meter locations and signage. Plans need to be in place to deal with trash and other debris, fluids from vehicles, and snow and ice.



Pictured right, Parking Enforcement Officer Jason Jerard poses with New Hampshire Chronicle's Fritz Weatherby who was in Dover doing a story on the women's strike at the Mill.



Traffic Bureau

On September 4, 2015, Dover officers participated in the Operation Safe Commute statewide coordinated enforcement initiative. The date was selected by the New Hampshire Highway Safety Agency. Extra traffic patrols were performed during peak commuting hours under a contract from NHSA which reimburses the agency's personnel costs. Targeted violations included moving violations tending toward aggressive driving behavior or distracted driving. Targeted locations on that date included Watson Road, French Cross Road, Old Rochester Road and the Miracle Mile area.

The Speed Monitoring and Awareness RADAR trailer was deployed in several different locations during the month of September, including Littleworth Road, Arch Street, Watson Road, Stark Avenue, Sixth Street, and Piscataqua Road.

With supplemental funding through grants provided by the NH Highway Safety Agency, the Traffic Bureau coordinated several targeted patrols during the month of September to enforce traffic violations in the following key areas: speeding, traffic control device violations (red light / stop signs), crosswalk and pedestrian related violations, and DWI enforcement. These initiatives were used to supplement the patrol division's traffic enforcement efforts. Extra emphasis was placed on the various school zones during the morning and afternoon peak periods, and on several secondary roadways including but not limited to Dover Point Road, Middle Road, Littleworth Road, Sixth Street, Tolend Road, Watson Road and Piscataqua Road.

The Traffic Bureau worked closely with Severino Construction, the City's contractor for the Silver Street reconstruction project, to post temporary parking restrictions in various locations to facilitate work on side streets adjacent to Silver. The Traffic Bureau also worked closely with Unitil and its natural gas construction contractor, NEUCO, to set up temporary traffic detours and parking restrictions in several locations during the month of September to facilitate expansion of its natural gas distribution network.

The Traffic Bureau collected traffic count data on Fourth Street and on Grove Street as part of the Transportation Advisory Commission's review of safety concerns at the intersection of Fourth and Grove Streets. This data, along with a collection of accident data prepared by Sergeant Speidel, was presented to the TAC at its September 28 meeting.

Sergeant Speidel coordinated all traffic control particulars for the Horne Street Elementary 5K run/walk event on September 20 and the Wentworth-Douglass Hospital 5K Run/Walk on September 27. This included the deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel, and coordinating with event organizers on other logistical matters.

Sergeant Speidel worked closely with members of the Dover Main Street organization to facilitate the annual Seacoast Irish Festival on September 26. The Traffic Bureau provided an array of equipment to help facilitate this event, including event and disabled parking signs, cones, barriers and barricades to help cordon off portions of the Rotary Arts Pavilion.

The Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or other traffic control particulars for the following events during the month of September:

Seacoast Grower's Association's Farmer's Market, September 2, 9, 16, 23 and 30
American Legion Auxiliary Road Toll fundraiser, September 12
Greek Festival at the Hellenic Center, September 4-5
Eagle Storage Giant Yard Sale, September 20
Dover Middle School cross-country track meet at DHS, September 23
Private wedding at 113 Spur Road, September 26
UNH Relay for Life Road Toll fundraiser, September 27

Planning and Community Development staff worked with the owners and proposed developers of 104 – 124 Washington Street on completing an application for the City Council to review for the City's Community Revitalization Tax Credit Program. This program, based upon NH RSA 79-E, allows the City Council to consider and approve a tax relief period for proposed redevelopment of underutilized urban property. Staff reviewed criteria and met with State staff to understand how to best implement the program.

Planning and Community Development staff members continued to assist the Cochecho Waterfront Development Advisory Commission (CWDAC) in its pursuit of developing the City's River Street parcel. They worked to coordinate a scope of services program for the contract with Union Studio and their sub-consultants, and also worked with the City Attorney and Purchasing Agent on developing a contract. The City Planner attended a City Council workshop on September 2nd to provide an update from the CWDAC.

The Assistant City Manager worked on redrafting the request for proposals for the Third Street Parking Lot, after the Parking Commission reviewed it in July. The RFP was released in September. Responses are due in October.

To complete the final tasks of the Northeast Regional Ocean Council (NROC) Coastal Community Resilience Grant, Planning Staff coordinated a second mailing of the "Flood Information" brochure to 750 affected property owners. The grant funded design, printing, and mailing costs. The first mailing was completed in November 2014; additional copies of the brochure are available in the Planning Department office and City Hall lobby. Staff also prepared a press release in conjunction with the mailing to publicize the City Council's adoption of the new FEMA flood hazard maps. Several property owners have inquired as to how the map update affects their property.

Planning and Community Development staff began the process of planning the City Hall remodel and move to create more efficient work space throughout City Hall once the Police Department relocates to its new facility in Spring 2016. In September, Staff met with different departments to gain input on office or space needs to better understand what works well and what is necessary to improve on employee's efficiency and effectiveness to better serve the community. An RFP has been created and posted with a proposal submittal deadline of October 22. The goal is to have a design in place by January 2016 and to begin any remodeling in the Locust Street Police facility on April 1st, and having all departments in place by July 2016. Once the City Hall remodel and move takes place, each department should have a safer and more functional space, including storage, conference areas, offices, break room, and accessible access. The idea is to make the building more customer friendly by creating a one-stop center for residents to come to visit the City Clerk/Tax Collector's office, Water/Sewer Billing, and Parking Bureau with close available parking and pedestrian friendly entrances.

Planning and Community Development staff collected and reviewed project requests for the City's Capital Improvements Plan. The project reviews included meeting with Department Heads and discussing the projects and their potential financial impacts. This six year plan is designed to link the City's infrastructure needs to its fiscal policy. The program is developed by staff over the summer, and the City Manager prepares a final recommendation for the City Council and Planning Board to review and authorize.

Planning and Community Development staff received final documentation that Dover's Consolidated Plan was approved by the US Department of Housing and Urban Development. This five year plan guides the City's Community Development Block Grant program and is used when the Planning Board and City Council develop the annual Action Plan. This plan will now be put into action through staff working with sub recipients.

The second project is the redevelopment of the property located at the intersections of Chestnut Street and Locust Streets with Washington Street. The development will include a mixed use, multi-story building with associated parking. The Term Sheet outlines an agreement whereby the Developer will pay for improvements the City will make at the intersection of Chestnut and Washington Streets, and the City will transfer land it uses as a parking lot on Locust Street to the Developer for re-use. The agreement also stipulates that the City will consider an application under the recently adopted provisions of the Community Revitalization Tax Credit Program. The City Council reviewed and approved the term sheet for approval in September.

Planning and Community Development staff worked with VHB Consultants to continue the data collection phase of the Transportation Master Plan. This plan will replace the 2000 chapter in place today. The goals of the Plan will be to explore areas to further Dover's Complete Street's policy, view opportunities for traffic calming in the City, and expand options for mass transit. On September 21, as part of the Transportation Advisory Commission meeting, the steering committee met to kick the project off.

Planning and Community Development staff scheduled the annual Land Use Board Meet & Greet for Tuesday, November 10th at 6:00 PM in the McConnell Center Cafeteria.

Planning Board:

- ◆ Held a driving tour for the Planning Board members and staff around the City to view recently approved or constructed projects.
- ◆ Approved an Extension Request for a Site Review for Littleworth Road Solar, LLC (Owner: Bruce Caswell), Assessor's Map G, Lot 31, zoned I-2, located at 68 Littleworth Road. (Previously approved on August 26, 2014).
- ◆ Approved a Minor Lot Line Adjustment for Mike Torr, (Owner: David G. Torr) Assessor's Map B, Lots 6D & 6G, zoned R-40, located at 62 County Farm Cross Road.
- ◆ Approved a Minor Subdivision of land for Christopher R. Berry, (Owner: Carl Thibodeau), Assessor's Map L, Lot 48M, zoned R-20, located at 8 Pineview Drive. (1 new lot)
- ◆ Approved a Site Plan Review for Gulf Landing Properties, LLC, Assessor's Map 38, Lot 9A-2, zoned B-3, located off of Central Avenue. (3,888 sq. ft. of office space on the first floor with 8 residential units above).
- ◆ Approved a Conditional Use Permit for River Valley Development Corporation (Owner: Gulf Landing Properties, LLC), Assessor's Map 38, Lot 9A-2, zoned B-3, located off of Central Avenue. (10,251 sq. ft. of disturbance to the 50 foot wetland buffer)
- ◆ Discussed City Council's Recommendations for Zoning Amendments.

Zoning Board:

- ◆ Approved a variance for Ardena Plourde, 42 Constitution Way (Tax Map K, Lot 21-21) located in the Rural Residential (R-40) District, who requested a variance from Section 126-5.F of the Manufactured Home Parks Ordinance to permit the construction of a garage six feet from the side lot line, where 12 feet is required.
- ◆ Continued to the next meeting, a request from Brian & Mary Ann Short, 3 Wentworth Terrace (Tax Map 8, Lot 32), located in the Low-Density Residential (R-20) District and Riverfront Residential Overlay (RRD) District for a variance from Section 170-28.1.C of the Zoning Ordinance to permit a subdivision that would create a 43,893-square-foot lot and a 32,275-square-foot lot where 60,000-square-foot lots are required. Mr. Short agreed to re-notify abutters of the October 15th meeting. Staff recommendation is for denial of the variance.

Technical Review Committee:

Reviewed the following:

- ◆ A Site Plan for Gulf Landing Properties, LLC, Assessor's Map 38, Lot 9A-2, zoned B-3, located off of Central Avenue (3,888 sq. ft. of office space on the first floor with 8 residential units above). (P14-35) *[Previous TRC held on June 5, 2014]*
- ◆ A Conditional Use Permit, per Chapter 170-20-B(2), for Jason White (Owner: Big Holdings, LLC), Assessor's Map 23, Lot 24, zoned CBD-General, located at 245-249 Central Avenue. (Proposed 2nd residential building with 4 dwelling units & ground floor garage stalls as opposed to commercial). *[Previously heard on 8/28/15 before the Planning Board & part of a condition of approval]*. (P15-44)

Energy Commission

Met to discuss:

- ◆ A subcommittee met September 16th to interview all three respondents to the Request for Qualifications to develop a photovoltaic system in Dover.
- ◆ The regular September 16th meeting was cancelled due to lack of a quorum and rescheduled for September 29th, when the group discussed the outcome of the interviews, finalized the evaluation form, and heard a presentation from resident Kent Howard. Mr. Howard is asking for the Energy Commission's support of a Renewable Energy Property Tax Exemption permitted by NH RSA 72:61-72.
- ◆ The Commission plans to decide which company is best-qualified for the photovoltaic system October 21st. City staff will then work to negotiate a contact.

Conservation Commission

- ◆ Endorsed a City of Dover Conditional Use Permit for River Valley Development Corp. (Agent: Chris Berry), Assessor's Map 38, Lot 9-A-2, located off Central Avenue. Proposal is to build an office building with 8 residential units on a vacant lot, owned by Gulf Landing Property. Parking, drive aisles and drainage improvements are within the 50-foot wetlands buffer.
- ◆ Reviewed a management plan for a conservation easement lot in the Washington Highlands subdivision with the homeowners association.
- ◆ Preliminary discussion on a NHDES Wetlands Permit and City of Dover Conditional Use Permit for Mark and Suzanne Jones (Agent: Chris Berry), Assessor's Map 11, Lot 14, located on Arch Street. Proposal is for a 12 lot Open Space Subdivision with wetland and 50-foot buffer impacts.
- ◆ City Planner prepared an agenda for and attended a site walk on September 21st on Arch Street.

Transportation Advisory Commission

- ◆ Endorsed an all way stop proposal, at the intersection of Fourth and Grove Streets
- ◆ Kicked off the Transportation Master Plan
- ◆ Considered a safety concern at the intersection of Central Avenue and Exit 7 SB ramp

Housing Standards Board:

Met to discuss: 11 Morin Street, 726 Central Avenue, 179 Locust Street, 36 Forest Street, 33 Glen Hill Road, 20 Preble Street, 25 First Street, 35-41 Belknap Street, 12 Folsom Street

Community Trail Committee:

- ◆ A meeting was held on September 29 with 10 attendees who discussed the grant and the future vision for the trail. Two members also signed up to help share the Open Lands Committee's booth at Apple Harvest Day. Brochures and surveys were handed out to many members of the public. The survey on the community trail is still available on the Planning Departments webpage for those interested in helping the Committee envision the trail expansion and other amenities for the future. Next month's meeting is scheduled for October 20th at 5:30pm in City Hall, everyone is welcome to attend and share input on the Community Trail as it exists today or what they would like to see in the future.

Open Lands Committee:

- ◆ City Planner attended a meeting of the Open Lands Committee on September 17th to provide support to the committee.

Downtown Dover TIF Advisory Board

- ◆ Met to discuss its goals and role and responsibilities.



Did you know that the beautiful mural on the second floor of Dover City Hall is called "Early Days of Dover" and was painted by Gladys Brannigan? It is 9 feet, 6 inches by 303 feet.

City of Dover
Parking Garage:

As of September 30, 2015

DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
Approved Budget	\$ 11,600,000.00			
4/17/2014	Phase IIA Basic Architectural & Engineering	\$46,400.00	5590	LAVALLEE BRENSINGER ARCHITECTS
4/17/2014	Appraisal - 125 Washignton St	\$2,750.00	3/27/2014	HORIZON ASSOCIATES
5/1/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,096.28	45931	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
5/1/2014	Chestnut St/Orchard St Utility Relocation	\$119,082.00	9S420130	PUBLIC SERVICE OF N.H.
5/15/2014	Chestnut St /Orchard St Utility Relocation	\$64,380.76	Z2014-0442	FAIRPOINT COMMUNICATIONS, INC.
5/22/2014	Standard Traffic Impact Assessment for Orchard St	\$3,100.00	2	CIVILWORKS, INC
6/5/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,492.50	46250	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/12/2014	parking garage architectural and Engineering svcs	\$77,595.00	6009	LAVALLEE BRENSINGER ARCHITECTS
6/19/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,411.25	46251	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/19/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$4,879.97	46252	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/26/2014	Orchard St Assess Soils for Arsenic, reporting and	\$3,278.09	46446	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/30/2014	Orchard St Cone penetrometer testing, surface seis	\$13,000.00	46527	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/30/2014	parking garage architectural and Engineering svcs	\$103,460.00	6121	LAVALLEE BRENSINGER ARCHITECTS
8/14/2014	preconstruction services for Dover Parking Garage	\$3,409.00	14-030-1	HARVEY CONSTRUCTION CORPORATION
8/28/2014	Orchard St groundwater quality, NHDES meetings & p	\$5,790.00	46100	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
8/28/2014	Orchard St Assess Soils for Arsenic, reporting and	\$1,588.07	46100	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
8/28/2014	ORCHARD ST additional monitoring well installation	\$1,640.00	46100	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
9/25/2014	Orchard St Assess Soils for Arsenic, reporting and	\$1,008.84	46889	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
9/25/2014	sampling for quality of Antimony and reporting Orc	\$1,945.00	46889	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
10/16/2014	parking garage architectural and Engineering svcs	\$71,128.75	6995	LAVALLEE BRENSINGER ARCHITECTS
10/16/2014	Additional Civil & Architectural svcs parking garag	\$6,466.25	7028	LAVALLEE BRENSINGER ARCHITECTS
10/30/2014	preconstruction services for Dover Parking Garage	\$3,681.28	14-041	HARVEY CONSTRUCTION CORPORATION
10/30/2014	site work for Parking Garage per bid	\$162,234.82	14-041	HARVEY CONSTRUCTION CORPORATION
11/26/2014	site work for Parking Garage per bid	\$216,227.47	14-043	HARVEY CONSTRUCTION CORPORATION
11/26/2014	parking garage architectural and Engineering svcs	\$69,835.50	7089	LAVALLEE BRENSINGER ARCHITECTS
11/26/2014	Additional Civil & Architectural svcs parking garage	\$26,236.00	7089	LAVALLEE BRENSINGER ARCHITECTS
12/24/2014	site work for Parking Garage per bid	\$543,560.84	14-048	HARVEY CONSTRUCTION CORPORATION
12/24/2014	Project Engineer and Soil Tests	\$1,310.00	14100139-03	JOHN TURNER CONSULTING INC
1/8/2015	Addl Work Prepare & Submit new subdivision lot lin	\$2,390.00	14-2052	MCENEANEY SURVEY ASSOC., INC.
1/29/2015	parking garage architectural and Engineering svcs	\$17,091.48	7142	LAVALLEE BRENSINGER ARCHITECTS
1/29/2015	c/o 18 Geotech Eng & Phase II esa services Orchard	\$5,477.50	47567	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
2/5/2015	parking garage architectural and Engineering svcs	\$74,491.20	7189	LAVALLEE BRENSINGER ARCHITECTS
2/12/2015	preconstruction services for Dover Parking Garage	\$2,909.72	14-052-A	HARVEY CONSTRUCTION CORPORATION
2/12/2015	Site work for Parking garage	\$158,832.86	14-052-A	HARVEY CONSTRUCTION CORPORATION
2/12/2015	site work for Parking garage	\$248,832.73	14-052-A	HARVEY CONSTRUCTION CORPORATION
2/26/2015	c/o 18 Geotech Eng & Phase II esa services Orchard	\$4,022.50	47352	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
2/26/2015	Overages on Orchard St	\$2,465.15	47352	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
3/5/2015	Site work for Parking garage	\$167,631.64	15-004	HARVEY CONSTRUCTION CORPORATION
3/5/2015	Site work for Parking garage	\$287,329.64	15-004	HARVEY CONSTRUCTION CORPORATION
3/5/2015	Progress payment - Guaranteed Maximum Price Construction	\$1,884.41	15-004	HARVEY CONSTRUCTION CORPORATION
3/19/2015	Progress payment - Guaranteed Maximum Price Construction	\$242,208.58	#7 B14007-G	HARVEY CONSTRUCTION CORPORATION
4/9/2015	Engineering and Piles Inspection	\$525.00	1410139-05	JOHN TURNER CONSULTING INC
4/9/2015	Engineering and Asphalt Field Inspection	\$1,050.00	14100139-04	JOHN TURNER CONSULTING INC
4/16/2015	parking garage architectural and Engineering svcs	\$11,745.26	7256	LAVALLEE BRENSINGER ARCHITECTS
4/16/2015	Additional Civil & Architectural svcs parking garage	\$9,464.04	7256	LAVALLEE BRENSINGER ARCHITECTS
4/23/2015	Additional Civil & Architectural svcs parking garage	\$8,276.80	7333	LAVALLEE BRENSINGER ARCHITECTS

City of Dover
Parking Garage:

As of September 30, 2015

		DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
		4/23/2015	Progress payment - Guaranteed Maximum Price Construction	\$473,728.09	#8 B14007-G	HARVEY CONSTRUCTION CORPORATION
		5/7/2015	Pile observation and documentation/geotech design	\$2,069.94	48298	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
		5/7/2015	Pile observation and documentation/geotech design	\$7,195.45	48445	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
		5/21/2015	Pile observation and documentation/geotech design	\$1,502.95	48533	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
		5/28/2015	Progress payment - Guaranteed Maximum Price Construction	\$550,830.37	#9 B14007-G	HARVEY CONSTRUCTION CORPORATION
		6/25/2015	Progress payment - Guaranteed Maximum Price Construction	\$755,059.67	#10 B14007-G	HARVEY CONSTRUCTION CORPORATION
		6/25/2015	Independent Inspections	\$1,040.00	15-4-000170	JOHN TURNER CONSULTING INC
		6/25/2015	Independent Inspections	\$2,191.00	1410139-06	JOHN TURNER CONSULTING INC
		6/25/2015	Independent Inspections	\$1,105.00	15-4-000172	JOHN TURNER CONSULTING INC
		6/30/2015	Independent Inspections	\$540.00	15-4-000171	JOHN TURNER CONSULTING INC
		6/30/2015	Progress payment - Guaranteed Maximum Price Construction	\$983,443.48	#11 B14007-G	HARVEY CONSTRUCTION CORPORATION
		8/20/2015	Independent Inspections	\$1,860.00	1410137-07	JOHN TURNER CONSULTING INC
		8/27/2015	Progress payment - Guaranteed Maximum Price Construction	\$615,576.51	Appl# 12~13 G	HARVEY CONSTRUCTION CORPORATION
		9/3/2015	Independent Inspections	\$3,227.00	1410139-08	JOHN TURNER CONSULTING INC
		9/24/2015	Progress payment - Guaranteed Maximum Price Construction	\$1,326,531.81	#14 B14007-G	HARVEY CONSTRUCTION CORPORATION
		9/24/2015	Independent Inspections	\$268.00	1410139-10	JOHN TURNER CONSULTING INC
Expended To Date	\$7,533,785.45			<u>\$7,533,785.45</u>		
			DESCRIPTION	ENCUMBRANCE		VENDOR NAME
			Pile Doc & Observation; Geotech Design Support	\$631.66		RANSOM ENVIRONMENTAL CONSULTANTS, INC
			Independent Construction Inspections	\$8,089.00		JOHN TURNER CONSULTING INC
			Parking garage architectural and Engineering svcs	\$60,711.00		LAVALLEE BRENSINGER ARCHITECTS
			Additional Civil & Architectural svcs parking garage	\$2,028.91		LAVALLEE BRENSINGER ARCHITECTS
			Construction - Guaranteed Maximum Price	\$3,949,197.58		HARVEY CONSTRUCTION CORPORATION
Encumbrances	\$4,020,658.15			<u>\$4,020,658.15</u>		
Available Balance	\$ 45,556.40					

City of Dover
Police Facility:

As of September 30, 2015

		DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
Approved Budget	\$ 9,900,000.12					
		1/30/2014	Police Facility Phase I	\$65,076.00	5286	LAVALLEE BRENSINGER ARCHITECTS
		3/13/2014	Police Facility Phase I	\$19,915.50	5631	LAVALLEE BRENSINGER ARCHITECTS
		4/17/2014	Police Facility Phase I	\$7,366.50	5589	LAVALLEE BRENSINGER ARCHITECTS
		4/17/2014	Orchard St Geotechnical and Phase II ESA PD FACIL	\$9,563.48	45858	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
		4/24/2014	Standard Traffic Impact Assessment for Orchard St	\$3,100.00	1	CIVILWORKS, INC
		5/1/2014	Orchard St Geotechnical and Phase II ESA PD FACIL	\$2,316.52	45931	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
		5/29/2014	Area A - Chestnut St	\$1,800.00	9969	MCENEANEY SURVEY ASSOC., INC.
		5/29/2014	Area B - Aubuchon Hardware	\$3,420.00	9969	MCENEANEY SURVEY ASSOC., INC.
		5/29/2014	Area C - Detail Boring Locations	\$750.00	9969	MCENEANEY SURVEY ASSOC., INC.
		6/12/2014	Police Facility Phase IIA Basic Architectural & E	\$45,430.00	6008	LAVALLEE BRENSINGER ARCHITECTS
		6/12/2014	Police Facility Phase IIB Required Additional Svs	\$37,250.00	6008	LAVALLEE BRENSINGER ARCHITECTS
		6/19/2014	Police Facility Phase IIA Basic Architectural & E	\$37,250.00	6013	LAVALLEE BRENSINGER ARCHITECTS
		6/30/2014	Police Facility Phase IIA Basic Architectural & E	\$110,240.00	6860	LAVALLEE BRENSINGER ARCHITECTS
		6/30/2014	Police Facility Phase IIB Required Additional Svs	\$17,000.00	6120	LAVALLEE BRENSINGER ARCHITECTS
		6/30/2014	Police Facility Phase IIA reimbursables allowance	\$8,268.00	6860	LAVALLEE BRENSINGER ARCHITECTS
		8/14/2014	preconstruction services for Dover Police Facility	\$5,075.66	14-030	HARVEY CONSTRUCTION CORPORATION
		10/16/2014	Police Facility Phase IIA Basic Architectural & E	\$6,890.00	7027	LAVALLEE BRENSINGER ARCHITECTS
		10/16/2014	Police Facility Phase IIA Basic Architectural & E	\$75,790.00	6994	LAVALLEE BRENSINGER ARCHITECTS
		10/16/2014	Police Facility Phase IIB Required Additional Svs	\$24,500.00	6996	LAVALLEE BRENSINGER ARCHITECTS
		10/16/2014	Police Facility Phase IIB Required Additional Svs	\$20,250.00	7027	LAVALLEE BRENSINGER ARCHITECTS
		10/30/2014	preconstruction services for Dover Police Facility	\$5,347.94	14-041-A	HARVEY CONSTRUCTION CORPORATION
		11/26/2014	Police Facility Phase IIA Basic Architectural & E	\$74,412.00	7090	LAVALLEE BRENSINGER ARCHITECTS
		1/8/2015	Area B - Aubuchon Hardware	\$380.00	14-2052	MCENEANEY SURVEY ASSOC., INC.
		2/5/2015	Police Facility Phase IIA Basic Architectural & Eng.	\$44,214.00	7188	LAVALLEE BRENSINGER ARCHITECTS
		2/5/2015	Police Facility Phase IIA Basic Architectural & E	\$26,586.00	7188	LAVALLEE BRENSINGER ARCHITECTS
		2/5/2015	Police Facility Phase IIA reimbursables allowance	\$8,572.80	7188	LAVALLEE BRENSINGER ARCHITECTS
		2/5/2015	Police Facility Phase IIB Required Additional Svs	\$7,670.91	7187	LAVALLEE BRENSINGER ARCHITECTS
		2/12/2015	preconstruction services for Dover Police Facility	\$4,576.40	14-052	HARVEY CONSTRUCTION CORPORATION
		3/5/2015	Facility Construction - Guaranteed Maximum Price	\$5,000.00	15-004-A	HARVEY CONSTRUCTION CORPORATION
		3/19/2015	Facility Construction - Guaranteed Maximum Price	\$118,857.90	#7 B14007-:	HARVEY CONSTRUCTION CORPORATION
		4/16/2015	Police Facility Phase IIA Basic Architectural & E	\$29,489.20	7255	LAVALLEE BRENSINGER ARCHITECTS
		4/23/2015	Police Facility Phase IIA Basic Architectural & E	\$12,953.20	7332	LAVALLEE BRENSINGER ARCHITECTS
		4/23/2015	Police Facility Phase IIB Required Additional Svs	\$500.00	7334	LAVALLEE BRENSINGER ARCHITECTS
		4/23/2015	Facility Construction - Guaranteed Maximum Price	\$102,305.13	#8 B14007-:	HARVEY CONSTRUCTION CORPORATION
		5/28/2015	Facility Construction - Guaranteed Maximum Price	\$120,910.09	#9 B14007-:	HARVEY CONSTRUCTION CORPORATION
		5/28/2015	Facility Construction - Guaranteed Maximum Price	\$268,566.20	#9 B14007-:	HARVEY CONSTRUCTION CORPORATION
		6/18/2015	Police Facility Phase IIA Basic Architectural & E	\$8,819.20	7527	LAVALLEE BRENSINGER ARCHITECTS
		6/18/2015	Police Facility Phase IIA Basic Architectural & E	\$8,819.20	7499	LAVALLEE BRENSINGER ARCHITECTS
		6/18/2015	Police Facility Phase IIB Required Additional Svs	\$10,000.00	7254	LAVALLEE BRENSINGER ARCHITECTS
		6/25/2015	Facility Construction - Guaranteed Maximum Price	\$486,572.72	#10 B14007	HARVEY CONSTRUCTION CORPORATION
		6/30/2015	Facility Construction - Guaranteed Maximum Price	\$529,350.00	#11 B14007	HARVEY CONSTRUCTION CORPORATION
		8/27/2015	Facility Construction - Guaranteed Maximum Price	\$366,556.57	Appl# 12~1:	HARVEY CONSTRUCTION CORPORATION
		9/17/2015	Installation of Power Transformer for Police Facil	\$24,480.00	2515359/9S	EVERSOURCE ENERGY
		9/24/2015	add GPM using FY14 facility funds	\$859,268.57	#14 B14007	HARVEY CONSTRUCTION CORPORATION
		9/24/2015	Police Facility Phase IIA Basic Architectural & E	\$3,000.00	7559	LAVALLEE BRENSINGER ARCHITECTS
		9/24/2015	Police Facility Phase IIA Basic Architectural & E	\$8,819.20	7560	LAVALLEE BRENSINGER ARCHITECTS
		9/24/2015	Permitting Fee for Back-Up Generator at New Police	\$1,279.20	ARD-GSP-01	TREASURER, STATE OF NH - 26
Expended To Date	\$3,638,558.09			\$3,638,558.09		
			DESCRIPTION	ENCUMBRANCE		VENDOR NAME
			Civil and Architectural design, Engineering Services	\$36,548.29		LAVALLEE BRENSINGER ARCHITECTS
			Police Facility Phase IIA Basic Architectural & Eng.	\$58,488.00		LAVALLEE BRENSINGER ARCHITECTS
			Facility Construction - Guaranteed Maximum Price	\$5,719,365.94		HARVEY CONSTRUCTION CORPORATION
			Commissioning Services	\$18,750.00		WSP USA CORP
			C-15 Diesel Generator	\$115,000.00		SOUTHWORTH-MILTON INC
				\$6,500.00		BAYRING COMMUNICATIONS
Encumbrances	\$5,954,652.23			\$5,954,652.23		
Available Balance	\$ 306,789.80					



CITY OF DOVER

JOINT MEETING OF THE CITY COUNCIL AND PLANNING BOARD MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **McConnell Center, Room 305**
Meeting Date: **Wednesday, October 7, 2015**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Hooper led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present:

City Council: Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Garrison, Councilor Hooper, Councilor O'Connor, and Councilor Thibodeaux. Councilor Gagnon arrived at 7:07 pm.

Planning Board: Chairperson Dennis Ciotti, Vice-Chairperson Kirt Schuman, Christopher Lawrence, Lee Skinner, Franklin Torr, Maggie Fogarty, Curtis Pratt.

Absent: Councilor McManus, Gina Cruikshank, Catherine Plante, Thomas Clark, and Dave White.

Also Present: City Manager Joyal, Assistant City Manager Parker, General Legal Counsel Blenkinsop, Finance Director Lynch, and City Clerk Lavertu.

5. DISCUSSIONS

A. CAPITAL IMPROVEMENTS PROGRAM (CIP) PRESENTATION

Assistant Manager Parker started a video regarding the CIP. He gave an overview and answered questions regarding the CIP to the Committee.

6. CITIZEN'S FORUM

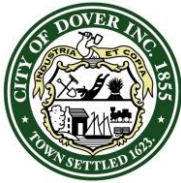
Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Peter Schmidt, 53 Fourth Street: He spoke about the County refinancing bonds at a lower interest rate, and asked if the City had callable bonds.

7. ADJOURNMENT

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

Vote: 15/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor O'Connor led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Cheney, Councilor Garrison, Councilor Hooper, Councilor O'Connor, and Councilor Thibodeaux.

Absent: Councilor Gagnon 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 Garrison moved to change sponsor for Item 13.C.1. to himself.

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

Vote: 7/0.

7. PUBLIC HEARINGS

8. CITIZEN'S FORUM

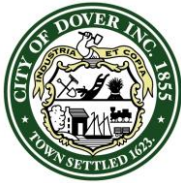
Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

Marilyn Follansbee, 25 Dover Point Road: She spoke about the abuse the City Council has been under due to free speech. She commended the Council for their good manners. She spoke about the changes in the city government and all the transparency. She spoke about comments made by Ms. Hebbard regarding the Council electioneering and the accusations Ms. Hebbard has brought forth as being the same. She asked for an honest election, no name calling, and for people to get out and vote.

Donald Medbery, 3 Covered Bridge Lane: He spoke about violations of posted political signs. He spoke about the bidding process and how the City doesn't follow the City's laws.

Dennis Shanahan, 508 Tolend Road: He spoke about the Heritage District Ordinance which is on the agenda (Item 13.C.1.).

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



CITY OF DOVER

CITY COUNCIL – MINUTES

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

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing. He referred to Page 8 & 9 and spoke about funds status. He spoke about the Dover Leadership Academy. He spoke about the public hearing to be held by the State regarding medical marijuana facilities. He said he will be appointing Assistant Planner Donna Pohli as the City's COAST Representative.

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

Vote: 7/0.

10. APPROVAL OF MINUTES

A. September 23, 2015 – Workshop Session

B. September 23, 2015 – Regular Meeting

Councilor O'Connor referred to the September 23, 2015 Regular Meeting minutes, Page 3/6, and said the vote should read 8/0, with Councilor Gagnon recused instead of 9/0.

Councilor Cheney referred to the September 23, 2015 Regular Meeting minutes, Page 2/6, and asked to change "form" to "compliance" in the last sentence.

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

Vote: 7/0.

11. MAYOR'S REPORT

Mayor Weston spoke to the placement and size of her political signs. She attended Apple Harvest Day. She spoke about the tri-city coalition and working together to save taxpayers' money.

Councilor Garrison asked about parking exemptions for veterans.

General Legal Counsel Blenkinsop spoke to the State law and said the exemption is only for disabled persons.

Councilor Cheney said the State legislature is looking at the walking disabilities provision and she will mention it.

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

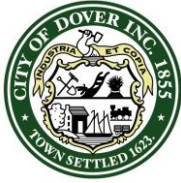
Vote: 7/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS



CITY OF DOVER

CITY COUNCIL – MINUTES

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

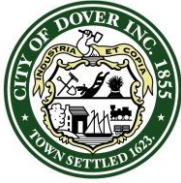
13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Cochecho Country Club**
2. **TAG – Studio 109 Dance, Voice & Drama**
3. **B16005 NEW POLICE FACILITY OFFICE FURNITURE**
SPONSORED BY MAYOR WESTON BY REQUEST
4. **B16006 JOHN DEERE 410L BACKHOE LOADER OR EQUAL**
SPONSORED BY MAYOR WESTON BY REQUEST
5. **B16007 TEN WHEEL DUMP TRUCK WITH EQUIPMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
6. **JOHN DEERE COMPACT UTILITY TRACTORS**
SPONSORED BY MAYOR WESTON BY REQUEST
7. **SETTING VOTING HOURS FOR THE NOVEMBER 3, 2015 MUNICIPAL ELECTION**
SPONSORED BY MAYOR WESTON BY REQUEST
8. **DONATION OF 78.17 ACRES OFF SIXTH STREET**
SPONSORED BY MAYOR WESTON BY REQUEST
9. **BOND COUNSEL SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
10. **ACCEPTANCE OF OLIVE MEADOW LANE AS A PUBLIC WAY**
SPONSORED BY MAYOR WESTON BY REQUEST
11. **ACCEPTANCE OF DRAINAGE AND ACCESS EASEMENT H 53 MAST ROAD, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST
12. **LOT RESTORATION 30-32 EAST WATSON STREET**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board | 10. Pool Advisory Committee |
| 2. Planning Board | 11. Parking Commission |
| 3. Appointments Committee | 12. Ordinance Committee |
| 4. Recreation Advisory Board | 13. Police and Parking Facility Building Committee |
| 5. McConnell Center Advisory Committee | 14. Joint Building Committee – Dover High School and Regional CTC |
| 6. Arts Commission | 15. Dover Main Street |
| 7. Solid Waste Advisory Commission | 16. Library Board of Trustees |
| 8. Transportation Advisory Commission | |
| 9. Legislative Liaison | |



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor Thibodeaux.

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 Thibodeaux asked to pull Items 13.A.3. and 13.A.6.

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

Roll Call Vote: 7/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.3.; seconded by Councilor O'Connor. Councilor Thibodeaux asked for clarification on the bid and what it covered.

Police Chief Colarusso gave an overview of the resolution to the Council.

Roll Call Vote: 7/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.6.; seconded by Councilor Garrison. Councilor Thibodeaux asked about the fee schedule.

City Manager Joyal explained the process and reminded the Council that it was a Dover vendor.

Roll Call Vote: 7/0.

Councilor Hooper gave an overview of the School Board Report to the Council.

Deputy Mayor Carrier moved to accept the School Board Report; seconded by Councilor Cheney. Vote: 7/0.

City Manager Joyal asked the Mayor to get the consent of the Council to reconsider the vote 13.A.10. Acceptance of Olive Meadow Lane.

Councilor Cheney made the motion; seconded by Councilor O'Connor.

Roll Call Vote: 7/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.10.; seconded by Councilor Cheney. City Manager Joyal gave an overview of the resolution to the Council. He said the City has not received the letter of assurance that they were expecting tonight. He asked the Council to table this resolution tonight.

Councilor Cheney moved to table the resolution to a date uncertain; seconded by Councilor O'Connor.

Vote: 7/0.

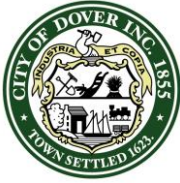
B. RESOLUTIONS

1. ACCEPTANCE OF COMMUNITY ORIENTED POLICING SERVICES (COPS) GRANT FOR CITY OF DOVER POLICE DEPARTMENT SPONSORED BY MAYOR WESTON BY REQUEST

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

Police Chief Colarusso gave an overview of the resolution to the Council.

Roll Call Vote: 7/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

2. VERIZON WIRELESS TOWER LEASE AGREEMENT 271 MAST ROAD SPONSORED BY MAYOR WESTON BY REQUEST

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

C. ORDINANCES IN 1ST READING

1. ORDINANCE – CHAPTER 5 BOARDS, COMMISSIONS AND COMMITTEES SECTION 5-25 – HERITAGE COMMISSION (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 28, 2015) SPONSORED BY COUNCILOR GARRISON

Councilor Garrison moved to refer to a public hearing on October 28, 2015; seconded by Councilor Thibodeaux.

Councilor Garrison moved to change the membership to allow one member to be from the Downtown TIF Advisory Board, and change shall to may; seconded by Councilor O'Connor.

Vote: 7/0.

Mayor Weston asked for a vote to refer to a public hearing.

Vote: 7/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Deputy Mayor Carrier spoke about incredible Woodman Institute event at Pine Hill Cemetery. He said it was sold out.

Councilor Hooper talked about the Heritage signs.

Councilor Garrison reminded the citizens about the November 3, 2015 municipal election.

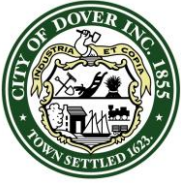
Mayor Weston talked about the Caring and Sharing food drive fundraising event.

Deputy Mayor Carrier said Dover Main Street is sponsoring the Trick or Treat event this Saturday at Cochecho Park and Downtown businesses.

16. ADJOURNMENT

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

Vote: 7/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2015.10.14 – 021**
Ordinance Title: **Boards, Commissions and Committees**
Chapter: **5**
Section: **25 Heritage Commission**

The City of Dover Ordains:

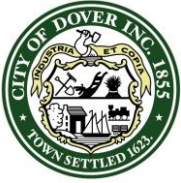
1. PURPOSE

The purpose of this ordinance is to amend Chapter 5 entitled “Boards, Commissions and Committees” by adding a new section 5-25 entitled Heritage Commission.

2. AMENDMENT

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

- 5-1. Establishment.**
- 5-2. Board of Health.**
- 5-3. Cemetery Board.**
- 5-4. Library Board of Trustees.**
- 5-5. Recreation Advisory Board.**
- 5-6. Dover Arena Commission.**
- 5-7. Personnel Advisory Board.**
- 5-8. Planning Board.**
- 5-9. Dover Utilities Commission.**
- 5-10. Zoning Board of Adjustment.**
- 5-11. Trustees of the Trust Funds.**
- 5-12. Solid Waste Advisory Commission.**
- 5-13. Dover Arts Commission.**
- 5-14. Transportation Advisory Commission.**
- 5-15. Joint Fiscal Committee.**
- 5-16. Dover Business and Industrial Development Authority.**
- 5-17. McConnell Center Advisory Committee.**
- 5-18. Parking Commission.**
- 5-19. Conservation Commission.**



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2015.10.14 – 021**
Ordinance Title: **Boards, Commissions and Committees**
Chapter: **5**
Section: **25 Heritage Commission**

- 5-20. **Dover Pools Advisory Committee.**
- 5-21. **Dover Housing Authority.**
- 5-22. **Energy Commission.**
- 5-23. **Downtown Dover Tax Increment Finance Advisory Board.**
- 5-24. **Waterfront Tax Increment Finance Advisory Board.**
- 5-25. **Heritage Commission.**

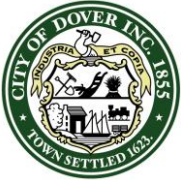
3. AMENDMENT

Chapter 5 entitled “Boards, Commissions and Committees” is hereby adding language for Section 5-1 Establishment as follows:

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

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

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2015.10.14 – 021**
Ordinance Title: **Boards, Commissions and Committees**
Chapter: **5**
Section: **25 Heritage Commission**

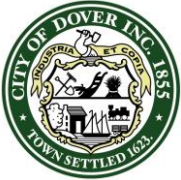
- (15) Joint Fiscal Committee
- (16) Dover Business and Industrial Development Authority
- (17) McConnell Center Advisory Committee
- (18) Parking Commission
- (19) Conservation Commission
- (20) Dover Pools Advisory Committee
- (21) Dover Housing Authority
- (22) Energy Commission
- (23) Downtown Dover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

4. AMENDMENT

Chapter 5 entitled “Boards, Commissions and Committees” is hereby adding language for Section 5-25. Heritage Commission as follows:

5-25. Heritage Commission.

- A. MEMBERSHIP: The Heritage Commission shall consist of five (5) voting members including: one (1) City Councilor; one (1) Citizen recommended by the Woodman Institute Museum; the Director of the Public Library or designee; and two (2) Citizens, one of which may be a Planning Board member, and one of which may be a Downtown Dover Tax Increment Finance Advisory Board member.
- B. TERMS OF MEMBERS: Members shall be appointed to terms of three (3) years. The City Council Member shall serve for their current Council term and shall be appointed by the Mayor with the approval of the City Council.
- C. AUTHORITY AND DUTIES: The Heritage Commission shall have the following duties and functions consistent with RSA 674:
 - (1) Survey and inventory all cultural resources.
 - (2) Conduct, research and publish findings.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2015.10.14 – 021**
Ordinance Title: **Boards, Commissions and Committees**
Chapter: **5**
Section: **25 Heritage Commission**

(3) Assist the Planning Board, as requested, in the development and review of those sections of the master plan which address cultural and historic resources.

(4) Advise, upon request, local agencies and other local boards in their review of requests on matters affecting or potentially affecting cultural and historic resources, including advising the City Council on the Historic Value of potentially “replaced qualifying structures” pursuant to RSA 79-E:4.

(5) Coordinate activities with appropriate service organizations and nonprofit groups.

D. Any appropriation established by the City Council for use by the Heritage Commission shall be held in a Heritage Commission Fund and disbursed in accordance with RSA 674:44-b subject to the requirements of the City’s purchasing procedures and accounting requirements as administered by the City Manager.

5. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

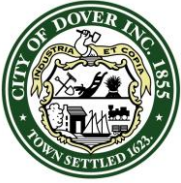
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor William Garrison, III

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O -2015.10.14 – 021**
Ordinance Title: **Boards, Commissions and Committees**
Chapter: **5**
Section: **25 Heritage Commission**

DOCUMENT HISTORY:

First Reading Date: 10/14/2015	Public Hearing Date: 10/28/2015
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

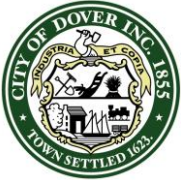
VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothy Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon,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

ORDINANCE BACKGROUND MATERIAL:

Since 1992, Heritage Commissions have offered a valuable means for local government to manage, recognize, and protect historical and cultural resources. Heritage Commissions are not Historic District Commissions, rather they are intended to have a community-wide scope and a range of activities that is determined by each individual municipality and geared to that particular community's needs and wants. Basically, a Heritage Commission does for historical resources what a Conservation Commission does for natural resources: it advises and assists other local boards and commissions; conducts inventories; educates the public on matters relating to historic preservation; provides information on historical resources; and serves as a resource for revitalization efforts.

The establishment of a Heritage Commission at all is purely optional. Some communities choose to have a Heritage Commission that is only advisory, while others want their Commission to take a much more active role with educational and technical responsibilities. Staff recommends that in Dover the Commission will have the power to advise other boards and recommend actions to the City Council regarding the historic nature of a building under consideration for inclusion in the Community Revitalization Tax Credit Program.

The Community Revitalization Tax Credit Program (RSA 79E) requires that a review of buildings included in an application be made to determine if said buildings are eligible for the National Register. Absent a Historic District, or a Heritage Commission, said determination is not made by Dover residents but instead falls to the State of New Hampshire Division of Historical Resources.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

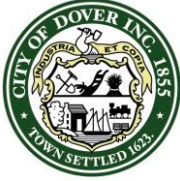
Agenda Item#: 12.A.1.

Ordinance Number: **O -2015.10.14 – 021**
Ordinance Title: **Boards, Commissions and Committees**
Chapter: **5**
Section: **25 Heritage Commission**

A Heritage Commission is uniquely suited to advise local agencies and boards on matters that might affect historical or cultural resources. One of its purposes is to serve as steward for all such resources within the community. For instance, the Planning Board can consult with the Heritage Commission if it is reviewing a project that might impact a historic building, or the Conservation Commission might seek background data on a farm building associated with land it is trying to conserve. The Commission could testify in support of a variance before the Zoning Board of Adjustment, if the outcome would preserve a significant resource and retain the spirit of the ordinance. By working closely with other arms of local government, the community can avoid unnecessary adverse impacts to significant historical resources. An early consultation with the Commission will often prevent a crisis situation later.

During the consideration in 2013 and 2014 of the Heritage Residential Zoning District in the Silver Street neighborhoods, there was much discussion about preserving and protecting the character and history of Dover. This Commission fills the void of not having a public body to represent the vast historic and cultural resources that Dover, as New Hampshire's oldest community, has.

By establishing a Heritage Commission in Dover, we are able to retain local control over whether a building is deemed eligible for the National Register or not. The Commission also will assist the Planning Board, much as the Conservation Commission does, in advising the Board about cultural and historic resources contained within the City.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2015.10.14 – 135**

Resolution Re: Acceptance of Olive Meadow Lane as a Public Way

WHEREAS: Olive Meadow Lane is ready for acceptance as a City street; and

WHEREAS: The Engineering Division has reviewed this street and determined that it meets City standards and specifications for street acceptance and has received a maintenance guarantee; and

WHEREAS: Olive Meadow Lane Drive meets all other criteria for City acceptance, including Planning Board review and title review.

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

Olive Meadow Lane is accepted as a City Street according to the metes and bounds description, in the Warranty Deed attached to this Resolution. The City Manager shall take any/all necessary steps to finalize acceptance and record necessary documents in the Registry of Deeds.

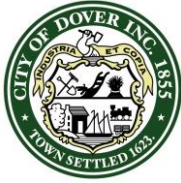
AUTHORIZATION

Approved as to Funding: Daniel Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2015.10.14 – 135**

Resolution Re: Acceptance of Olive Meadow Lane as a Public Way

DOCUMENT HISTORY:

First Reading Date: 10/14/2015

Public Hearing Date: N/A

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:

A street is created as an official public way in one of 4 ways as follows:

- Highway layout
- Prescription
- Dedication and acceptance
- Deed

Creation of this street as an official highway by dedication and acceptance will be accomplished with this resolution. The vast majority of highways in the modern age are created by dedication and acceptance.

The process is a two-step process. The most common act of dedication is the filing and recording of an approved subdivision plan. The second and final step is a formal vote of acceptance by the City Council.

The City of Dover maintains and provides services for City streets. Only streets meeting City specifications are accepted.

See draft Warranty Deed and Partial Release attached.

PARTIAL RELEASE

FOR VALUE RECEIVED, **Haverhill Bank**, a banking corporation with a place of business at 180 Merrimack Street, Haverhill, Commonwealth of Massachusetts, holder of the following:

1. Mortgage deed from Changing Places, LLC, to Haverhill Bank dated October 11, 2011, recorded at the Strafford County Registry of Deeds Book 3962, Page 490;
2. Assignment of Leases and Rents from Changing Places, LLC to Haverhill Bank dated October 11, 2011 and recorded at the Strafford County Registry of Deeds Book 3962, Page 499;
3. Assignment of Interest in Licenses, Plans, Permits and Agreements from Changing Places, LLC to Haverhill Bank dated October 11, 2011 and recorded at the Strafford County Registry of Deeds Book 3962, Page 506; and
4. Modification Agreements dated March 8, 2012 and recorded at Book 3998, Page 886 and dated August 20, 2012 and recorded at Book 4045, Page 953,

hereby discharges the Mortgages and Assignments of Leases and Rents with respect to

**The roadway known as Olive Meadow Lane,
Dover, Strafford County, State of New Hampshire**

Meaning and intending hereby to release and discharge the above-described premises from any and all claims of the grantor by virtue of the above referenced Mortgage Deed, Assignments of Leases and Rents, Assignment of Interest and Modification Agreements. In all other respects said Mortgage, Assignments of Leases and Rents, Assignment of Interest and Mortgage Modifications are to remain in full force and effect.

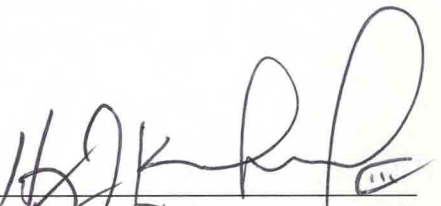
Dated this 17 day of August, 2015.

Haverhill Bank

Erica J. Lemme

Witness

By:


HARRY J. KARSLUND, III
SENIOR VICE PRESIDENT
Duly authorized

Commonwealth of Massachusetts
County of Essex

August 17, 2015

Personally appeared the above named Harry J. Karslund, III, duly authorized
Senior Vice President of Haverhill Bank, on behalf of said Bank.

Erica J. Lemme

Notary Public/Justice of the Peace

WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS THAT, **CHANGING PLACES, LLC**, a New Hampshire limited liability company having a place of business at 42J Dover Point Road, Dover, County of Strafford, State of New Hampshire 03820, for consideration paid, grants to **THE CITY OF DOVER, a municipality**, with a principal place of business at City Hall, 288 Central Avenue, Dover, Strafford County, State of New Hampshire 03820, with **WARRANTY** covenants and **EASEMENTS** the following:

A certain tract or parcel of land, located on the easterly side of Sixth Street, City of Dover, County of Strafford, State of New Hampshire, being shown as Olive Meadow Lane, as depicted partially on a plan entitled "Open Space Subdivision Plan, Olive Meadow, 515 Sixth Street, Dover, New Hampshire" dated December 2, 2010, prepared by TriTech Engineering Corporation, which subdivision plan is recorded at the Strafford County Registry of Deeds as Plan No. 102-016 and 102-017, and partially on a plan entitled "Amended Open Space Subdivision Plan, Olive Meadow, Olive Meadow Lane, Dover, New Hampshire", dated January 26, 2012, recorded at the Strafford County Registry of Deeds as Plan NO. 103-81, being more particularly bounded and described as follows:

Beginning at a granite bound set in the easterly sideline of Sixth Street and thence running N 47° 26' 28" E a distance of 158.47 feet to a granite bound; thence turning and running along a curve to the right having a radius of 315.00 feet, a distance of 294.15 feet to a granite bound; thence turning and running along a curve to the left having a radius of 385.00 feet, a distance of 189.70 feet, to a rebar; thence turning and running along a curve to the left having a radius of 385.00 feet a distance of 74.78 feet, to a granite bound; thence turning and running along a curve to the left having a radius of 45.00 feet, a distance of 63.13 feet to a granite bound; thence turning and running along a curve to the right having a radius of 65.00 feet, a distance of 36.54 feet, to a rebar; thence turning and running along a curve to the right having a radius of 65.00 feet, a distance of 161.73 feet, to a rebar; thence turning and running along a curve to the right having a radius of 65.00 feet, a distance of 88.01 feet to a rebar; thence turning and running S 53° 35' 02" W a distance of 57.54 feet, to a granite bound; thence turning and running along a curve to the right having a radius of 435.00 feet, a distance of 167.26 feet to a rebar; thence turning and running along a curve to the right having a radius of 435.00 feet, a distance of 93.95 feet, to a rebar; thence turning and running along a curve to the right having a radius of 435.00 feet, a distance of 62.70 feet to a rebar; thence turning and running along a curve to the right having a radius of 435.00 feet, a distance of 35.67 feet to granite bound; thence turning and running along a curve to the left having a radius of 265.00 feet, a distance of 75.70 feet, to a rebar; thence turning and running along a curve to the left having a radius of 265.00 feet, a distance of 161.62 feet, to a rebar; thence turning and running along a curve to the left having a radius of 265.00 feet, a distance of 10.14 feet, to a granite bound; thence turning and running S 47° 26' 28" W a distance of 131.02 feet, to a granite bound; thence turning and running along a curve to the left having a radius of 30.00 feet a distance of 46.16 feet, to a granite bound set in the easterly sideline of Sixth Street; thence turning and running along the easterly sideline of Sixth Street a distance of 79.08 feet across the opening of Olive Meadow Lane to a granite bound and the point of beginning.

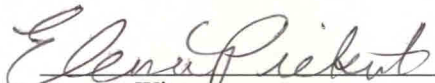
The EASEMENT beginning at a rebar set at the corner of Lot 45A-2 on the Easterly sideline of Olive Meadow Lane; thence running along the Easterly sideline of Olive Meadow Lane along a curve to the left having a radius of 65.00; a distance of 88.01 feet to a rebar set at Lot 45A-2-3; thence turning and running partially along Lot 45A-2-3 along a curve to the left having a radius at 145.00 feet, a distance of 164.76 feet to a point; thence turning and running North 71 ° 36' 00" East, a distance of 50.00 feet to a rebar set at Lot 45A-2; thence turning and running along Lot 45A-2, along a curve to the right having a radius of 195.00 feet, a distance of 244.99 feet to a rebar set; thence turning and running still along Lot 45A-2 South 53° 35' 02" West, a distance of 46.09 feet to a rebar set on the Easterly sideline of Olive Meadow Lane, said rebar being the point of beginning.

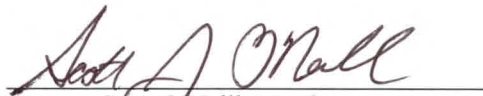
Meaning and intending to convey a portion of the premises conveyed to Changing Places, LLC by deed of Temple Israel of Dover dated July 20, 2011 and recorded at the Strafford County Registry of Deeds, Book 3940, Page 0342.

Changing Places, LLC. gives this deed to confirm the dedication of Olive Meadow Lane to the City as a public way and the City of Dover, New Hampshire accepts delivery of said deed and records same to confirm its acceptance as a dedicated way.

Signed this 23rd day of September, 2015

CHANGING PLACES, LLC


Witness


Scott O'Neill, Member

STATE OF NEW HAMPSHIRE
Strafford, ss.

9/23, 2015

The foregoing instrument was acknowledged before me by Scott O'Neill, Member of Changing Places, LLC, a New Hampshire limited liability company, on behalf of the company.



JEAN M. GLIDDEN, Notary Public
My Commission Expires August 14, 2018



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

RAFFLE* XXX, TAG* _____, BLOCK PARTY** _____,

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

Organization Name: Dover Police Mounted Patrol

Federal Tax ID number for Organization: Dover Police Charities ID #02-0459302

Check (☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other ☒
(Describe) Barn Bingo

Contact Person: Officer Murch/Capron Day Time Telephone: 743-6145

Address: Dover Police Stables Email m.murch@dover.nh.gov

Purpose of Permit: To hold raffle

Date of Event: 10/25/2015 Specific Time: 1300 hrs

Location of Event: Dover Police Stables

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

Prize (s) To Be Awarded: \$500.00 cash

Cost of Ticket: \$10.00 Date of Drawing: 10/25/2015

Place of Drawing: Paddock

* 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: _____

DATE: 9/30/2015

(duly authorized)

PRINTED NAME: Officer Michelle Murch

Licensing Board Approval _____

Date: 10/1/15



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE* ~~X~~, TAG* _____, BLOCK PARTY** _____,

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

Organization Name: First Parish Church, Cong., United Church of Christ
Federal Tax ID number for Organization: 02-0240160

Check (✓) Nature of Organization:

Religious X, Educational _____, Charitable _____, Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) Church Holiday fair

Contact Person: Diane Fiske Day Time Telephone: 603-749-0933
Address: 8 Arrowbrook Rd, Dover Email: nonnagoffer@comcast.net
Purpose of Permit: Raffle of Quilt and Merchandise donated at Holiday fair
Date of Event: Nov. 21, 2015 Specific Time: 9-3:00
Location of Event: 218 Central Ave, Dover

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

Prize (s) To Be Awarded: Quilt and Merchandise donated by vendors and
Cost of Ticket: \$1.00 Date of Drawing: Nov. 21, 2015 local merchants
Place of Drawing: First Parish Church, 218 Central Ave

* 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: Diane J. Fiske DATE: 9/25/15
(duly authorized)

PRINTED NAME: Diane Fiske

Licensing Board Approval (Signature) Date: 9/28/15



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: Wentworth - Douglass Foundation

Federal Tax ID number for Organization: 51-0491062

Check (✓) Nature of Organization:

Religious ☐, Educational ☐, Charitable ☒, Civic ☐, Sports ☐, Veterans ☐, Fraternal or Political ☐, Other ☐
(Describe) _____

Contact Person: Emily Moore Day Time Telephone: 603-740-3292

Address: 889 Central Ave Dover, NH Email emily.moore@wdhospitals.com

Purpose of Permit: _____

Date of Event: January 28, 2016 Specific Time: 5:00pm - 7:00pm

Location of Event: Wentworth - Douglass Hospital Garrison Wing

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: 4 day trip for 4 to the 2016 masters Golf Tournament

Cost of Ticket: \$100 Date of Drawing: January 28, 2016

Place of Drawing: Wentworth - Douglass Garrison Wing

* 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: _____

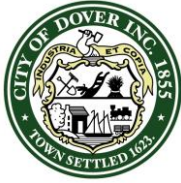
Police Department Road Toll Approval Signature: _____

Printed Name: _____

Licensing Board Approval AP Date: 10/14/15

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: Emily Moore DATE: 9/29/15



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2015.10.28 - 140**

Resolution Re: B14031 WWTP Phase I Upgrade and MLE Conversion,
Apex Construction Additional Scope of Work

WHEREAS: Sealed request for proposals B14031 were solicited and received on February 12, 2014 at 2:00 pm for a comprehensive upgrade to the Waste Water Treatment Facility. A mandatory pre-bid meeting was conducted on January 21, 2014 @ 1:00pm at 484 Middle Road with thirteen (13) vendors attending including representatives from State of NH Department of Environmental Services; and

WHEREAS: Three responses were received and evaluated by city personnel and consulting engineer and recommendation to award to low bidder, Apex Construction of Rochester NH in the total amount of \$6,626,600 using CWSRF loan was approved by council March 12, 2014; and

WHEREAS: The City received a construction quote C/O #1 from Apex Construction to complete additional work consisting of HVAC and architectural upgrades, related electrical work and site work totaling \$1,935,517.77 which was approved by council via R-2015.04.08; and

WHEREAS: The City received C/O #2 from Apex for added and removed scopes of work and associated costs along with time line extension. Total additional cost is \$96,358.16; and

WHEREAS: To be eligible for State of NH funding through the State Revolving Fund, the City followed the RFQ guidelines set by the state for professional services.

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

The purchasing agent is hereby authorized to issue a change order #2 to Apex Construction of Rochester NH at in the amount of \$93,358.16. The amount of this authorization shall be limited so as not to exceed available funding.

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

Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4725.04590.13	WWTP upgrade	2,249,405	110,489

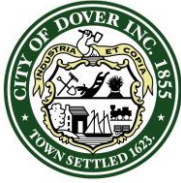
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2015.10.28 - 140**

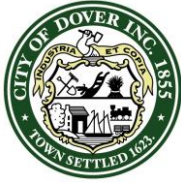
Resolution Re: B14031 WWTP Phase I Upgrade and MLE Conversion,
Apex Construction Additional Scope of Work

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.4.

Resolution Number: **R – 2015.10.28 - 140**
Resolution Re: B14031 WWTP Phase I Upgrade and MLE Conversion,
Apex Construction Additional Scope of Work

RESOLUTION BACKGROUND MATERIAL:

The City received very favorable pricing for the initial construction of the Phase I upgrades, thereby allowing the City to continue the design services for upgrades needed and identified in the City's Waste Water Facility Plan. Wright-Pierce completed additional design services for components that were identified as Phase II.

The project consists of all Phase II items identified in the Waste Water Facility Plan with the exception of the generator replacement and all Phase III items with the exception of the Primary Sedimentation Basin and Aeration Basin cover replacements. Specifically, the project includes: comprehensive HVAC upgrade in the Administration and Process Buildings; floor, ceiling, roof and laboratory re-work in the Administration Building; water valve replacements; Septage and Channel Aeration Blower upgrades; aeration diffuser replacements; and various site work and additional process and electrical work.

See attached change order #2 outlining additions and deletions of scope of work and costs associated with each.

Bid Information:

Sealed request for proposals B14031 were solicited and received on February 12, 2014 at 2:00 pm for a comprehensive upgrade to the Waste Water Treatment Facility.

Award Information:

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

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

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	218	Number of Responses:	3
Warranty:	Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	Apex Construction	Fund:	CIP
Other Approvals Required:	Yes CWSRF	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Exhibit A – B14031 CO 2 Additional Scope of Work
Exhibit B –B14031 Original Contract Documents

B-6.1
CHANGE ORDER

No. 2

RECEIVED
SEP 14 2015
DFS-WFR

PROJECT:	Phase I Upgrade and MLE Conversion	DATE OF ISSUANCE:	
OWNER:	City of Dover – 288 Central Avenue, Dover, NH 03820 (Address)		
CONTRACTOR:	Apex Construction, Inc	OWNER's Project No.	
CONTRACT FOR:	Phase I Upgrade and MLE Conversion	ENGINEER Wright-Pierce	
		ENGINEER's Project No.	12575B

You are directed to make the following changes in the Contract Documents.

Description: Refer to the Attachments.

Purpose of Change Order: Refer to the Attachments.

Justification: Refer to the Attachments.

Attachments: Change Order No. 2 summary sheet; Change Order No. 2 Items 1 – 21 back-up

CHANGE IN CONTRACT PRICE		CHANGE IN CONTRACT TIME	
Original Contract Price		Original Contract Time	
\$ 6,626,600.00		608	(days or date)
Previous Change Orders		Net change from previous Change Orders	
\$ 1,935,517.77		90	(days)
Contract Price prior to this Change Order		Contract Time prior to this Change Order	
\$ 8,562,117.77		698	(days or date)
Net Increase (Decrease) of this Change Order		Net Increase (decrease) this Change Order	
\$ \$96,358.16		21	(days)
Contract Price with all approved Change Orders		Contract Time with all Change Orders	
\$ \$8,660,470.39 \$ 8,658,475.93		719	(days or date)

This document will become a supplement to the CONTRACT and all provisions will apply hereto. The attached Contractor's Revised Project Schedule reflects increases or decreases in Contract Time as authorized by this Change Order. Stipulated price and time adjustment includes all costs and time associated with the above described change. Contractor waives all rights for additional time extension for said change. Contractor and Owner agree that the price(s) and time adjustment(s) stated above are equitable and acceptable to both parties.

RECOMMENDED:

By: [Signature]
Engineer
9/9/15
Date

APPROVED:

By: [Signature]
Owner
9/13/15
Date

APPROVED:

By: [Signature]
Contractor
9/9/2015
Date

APPROVED:

By: [Signature]
NHDES
9/4/15
Date

**CITY OF DOVER, NEW HAMPSHIRE
WWT# PHASE I UPGRADE AND MLE CONVERSION
Change Order No. 2**

Item	Description	Reason	Amount	Notes
1	Provide primary sedimentation basin chain take-up mechanisms	Main chain take-up assembly provides City with ability to facilitate tightening of drive chain to adjust tension and prevent stretching/slacking of chain.	\$ 9,448.52	WCD-001 (18 June 2014)
2	Tideflex diffusers for septage holding tank	Contract Documents indicated full demolition/replacement of septage holding tank aeration system - City request to only demolish/replace diffusers.	\$ (2,034.66)	Apex Change Proposal No. 4 (10 Nov 2014)
3	Site conflicts: Duct bank relocations/ demo	Field condition: Demo'd abandoned-in-place ductbank to avoid re-routing of new underground odor control ductwork.	\$ 4,533.69	Apex Change Proposal No. 5, Rev 1 (9 Feb 2015)
4	Bioreactor field wiring	Bioreactor odor control system did not arrive as a pre-wired skid. Field wiring required to power and control all of the system components.	\$ 17,596.12	WCD-005 (16 June 2015)
5	Provide eccentric reducer piece in lieu of concentric reducer as shown	New SS air piping required different fitting due to discrepancy of sludge piping elevations on Record Drawings.	\$ 910.92	Apex Change Proposal No. 7 (21 Oct 2014)
6	Hydrant valve replacement - materials only	GC did not include yard hydrant gate valves/valve boxes in Bid, as detailed on the Contract Drawings. Negotiated for City to pay for materials: GC to pay for labor.	\$ 11,133.41	Apex Change Proposal No. 8, Rev 1 (12 Jan 2015)
7	Tapping sleeve	Specified 250 psi working pressure rated tapping sleeve for bypass assembly: 150 psi working pressure rated tapping sleeve required / provided.	\$ (2,384.23)	Apex Change Proposal No. 12 (10 Nov 2014)
8	Hach analyzers in lieu of ATI analyzers	City request to utilize Hach DO and ORP analyzers at aeration system in lieu of the ATI units proposed by the GC.	\$ 12,303.52	WCD-003 (7 Apr 2015)
9	VFD changes - omit hypo VFDs, change to AB MCC	Credit: 120V/single phase sodium hypochlorite pumps provided in lieu of specified 480V/3 phase pumps with VFDs. Adder: City sole-sourced Allen Bradley VFDs, but did not sole-source Allen-Bradely MCCs. Allen Bradley VFDs cannot be installed in a non-Allen Bradley MCC without sacrificing the UL listing of the MCC. Therefore, adder to provide Allen Bradley MCC-6 in lieu of Eaton MCC-6.	\$ 498.88	Apex Change Proposal No. 15 (17 Nov 2014)
10	Modify odor piping at aeration basin	Contract Drawings indicated odor piping impeding aeration basin travelled way - modification to re-route piping overhead.	\$ 15,399.12	Apex Change Proposal No. 16 (18 Nov 2014)

**CITY OF DOVER, NEW HAMPSHIRE
WWT# PHASE I UPGRADE AND MILE CONVERSION
Change Order No. 2**

Item	Description	Reason	Amount	Notes
11	Install SS plates over holes in conflict with mixer support frames	Aeration basin anoxic mixer support frame feet landed at cut-outs in the aeration basin tank wall. Plates needed to span cut-out and support feet.	\$ 1,759.87	Apex Change Proposal No. 17 (11 Dec 2014)
12	(1) Demolish concrete to access 12" RAS pipe, modify pipe, fill with concrete (2) Add clarifier center column pedestal to clarifier tanks	Secondary clarifiers were not built as shown on record drawings; concrete center pier shown on record drawings was not constructed. Additionally, the RAS pipe is made of steel, not ductile iron as indicated on the record drawings. Field modifications due to the unforeseen conditions are required.	\$ 13,293.55	WCD-002 (29 Dec 2014)
13	Add reducers for connection of WAS pumps to 8" tank drain line	New WAS piping required reducer to connect to existing piping due to discrepancy of diameter on Record Drawings.	\$ 1,232.68	Apex Change Proposal No. 20 (16 Jan 2015)
14	Add unit heater baked phenolic coatings	Unit heaters not finished with corrosion-resistant coating.	\$ 7,326.53	WCD-004 (8 Apr 2015)
15	Replace 6" plug valves in septage holding tanks	Client request to replace 20+ year old plug valves in the septage holding tanks while work is occurring in the tanks.	\$ 2,513.46	Apex Change Proposal No. 23 (11 May 2015)
16	Relocate C1 floor drain piping, replace with PVC	Existing floor drain piping in Pump Room in conflict with new RAS piping.	\$ 906.92	Apex Change Proposal No. 24 (27 Apr 2015)
17	Add two 8" plug valves in Pump Room	Two plug valves were not indicated to be demolished/replaced on Contract Drawings.	\$ 3,914.52	Apex Change Proposal No. 25 (27 Apr 2015)
18	Modify Them cranes for internal recycle pumps IR-1D, 2D, 3D	Extended masis and wall-mounts required for Aeration Basins 2 and 3 due to tank wall height. wall-mount required for Aeration Basin 1 due to conflict with odor control piping.	\$ 3,379.41	WCD-006 (16 June 2015)
19	Eliminate the TSS probe from the RAS discharge header	Not necessary for RAS process control.	\$ (10,434.89)	Apex Change Proposal No. 27 (8 June 2015); WP-RF1-009 (14 May 2015)
20	Relocate internal recycle pump disconnects	Disconnects located along walkway, relocate to be located adjacent to internal recycle pumps.	\$ 6,077.84	Apex Change Proposal No. 28 (8 June 2015); WP-RF1-008 (14 May 2015)
21	Provide manual motor starter toggle switch for fan EF-18A	Specified enclosed motor starter is not required.	\$ (1,016.82)	Apex Change Proposal No. 30 (8 June 2015); WP-RF1-010 (29 May 2015)

Total: \$ 96,358.16

**ENGINEERING CONSTRUCTION PHASE
CONTRACT FOR PROFESSIONAL SERVICES
FOR
TREATMENT WORKS**

CITY/TOWN OF DOVER, NEW HAMPSHIRE

RECEIVED
APR 23 2014
DES-WEB

This AGREEMENT made and entered into at Strafford County, New Hampshire, this
15th day of April 2014, by and between City/Town of Dover
hereinafter called the OWNER, and Wright-Pierce hereinafter called the ENGINEER.

WITNESSETH:

WHEREAS, the OWNER intends to construct Treatment Works _____

WWTF PHASE I UPGRADE AND MLE CONVERSION

hereinafter called the PROJECT, and

WHEREAS, professional sanitary engineering services will be required for construction administration,
resident engineering and related services, and

WHEREAS, such services are of a distinct professional nature and hence not subject to the bidding
process,

NOW THEREFORE, in consideration of these premises and of the mutual covenants herein set forth, the
OWNER hereby employs the ENGINEER to furnish the following engineering services in connection with the
proposed PROJECT; and it is agreed by and between the OWNER and the ENGINEER as follows:

RECEIVED
APR 23 2014
DES-WEB

I. Services to be Performed by the ENGINEER

A. Upon execution of this AGREEMENT, the ENGINEER shall proceed with the general administration of construction and full-time inspection by qualified personnel of the contractor's work to assure compliance with the contract documents and any coincident or subsequent changes or change orders for the construction of the treatment works for the

City of Dover.

Said services shall include, but shall not necessarily be limited to:

1. General Construction Administration

- a. Updating and modifications of contract documents to meet changed site and project conditions or variations in State or Federal requirements.
- b. Assistance in securing construction bids, conduct bid opening, tabulation and analysis of bids, and recommendation regarding award of contract. A copy of the bid analysis will be furnished to the Department of Environmental Services, Water Division, hereinafter called the DIVISION, and EPA. (Where applicable)
- c. Completion of formal contract documents for the award of contracts.
- d. Checking detail construction, shop and erection drawings submitted by the contractor.
- e. Reviewing laboratory, shop, and mill test reports of materials and equipment.
- f. Preparation of drawings and technical material as required to supplement and/or clarify the contract documents.
- g. Review, verification, and approval of estimates for periodic and final payments to the contractors for submittal to the OWNER and the DIVISION.
- h. Periodic inspection of work and final inspection.
- i. Observing and reporting performance and qualifying tests required by specifications.
- j. Keeping daily records of construction progress and compiling same into progress

reports for submission to the OWNER and DIVISION.

k. Verifying and keeping records of construction items of work accomplished for use as a basis of checking contractors' monthly estimates.

l. Consultation and advise during construction.

m. Determination of need for and preparation of change orders for approval by the OWNER and DIVISION based on conditions found during construction and/or additions or modifications to the work requested by the OWNER and approved by the ENGINEER and the DIVISION and implemented at a price recommended by the ENGINEER as equitable. For change order items exceeding \$10,000, the ENGINEER shall prepare an independent cost estimate.

n. Determination of "equality" for substitution of materials and equipment specified and securing DIVISION approval thereof.

o. Provide and maintain construction control lines and grades. For sewers - offset lines and grade elevations, with cut depths at manholes; at treatment plant and pumping station sites - base lines for layout and benchmarks.

p. Preparation of application, supporting and associated documents for Federal, State, and other grant or loan programs, including monthly reimbursement requests.

q. Preparation of certificate of substantial completion and contract completion.

r. Assist the OWNER in obtaining the required project related approvals of State and Federal agencies.

2. Resident Inspection and Other Special Services

a. The ENGINEER agrees to provide *one qualified Resident Project Representative (RPR)* on the project site (*full time*) to assist the ENGINEER in the work of General Administration as described under I(A) and in observing construction activity for compliance with

the contract documents and any associated change orders. The DIVISION shall be notified in writing of the name of the resident engineer, assistant engineers, and construction inspectors, and shall be provided with a brief history of the resident engineer's construction experience. The resident engineer and his inspectors shall be in the employ of and under direct control of the ENGINEER. It is further agreed that failure of the resident engineer to administer the PROJECT to the satisfaction of the DIVISION or OWNER is deemed to be sufficient basis for his removal from the PROJECT and replacement.

b. The ENGINEER agrees to provide supervision of initial start-up and operation and for services during the twelve-month warranty period and to prepare the Project Performance Certification and associated documentation.

c. Preparation of an *Operation and Maintenance Manual Update* for approval by the DIVISION. After DIVISION approval, the ENGINEER agrees to supply five (5) sets of the completed manual, one (1) of which will be for the DIVISION.

d. Preparation of record drawings of the work as constructed. Three (3) sets of prints to be furnished, one (1) of which shall be for the DIVISION.

II. The OWNER'S Responsibilities

A. Assist the ENGINEER by placing at his disposal all available information pertinent to the PROJECT, including previous reports and other data relative to the reports.

B. Make provisions for the ENGINEER to enter upon public and private lands, municipal facilities and industrial establishments as required to perform work under this AGREEMENT.

C. The OWNER also agrees to comply with DIVISION and Federal (Where applicable) requirements as they relate to this project.

III. Compensation to be Paid the ENGINEER

A. Method of Payment - Amount of Fee

1. Payment to the ENGINEER, for services rendered, shall be according to the following schedule:

Statements will be rendered (with modifications if necessary) monthly with billing by the hour and rate by labor category with mark-up and incidental expenses in accordance with the attached fee schedule.

2. The OWNER agrees to pay and the ENGINEER agrees to accept for all services under this AGREEMENT, a fee not to exceed

Six Hundred Eight Thousand, Four Hundred
Dollars
(\$ 608,400.00).

B. Limits of All Payment

1. The ENGINEER further agrees that the following fee for his services under I(A)(1), for Construction Administration on this PROJECT, (exclusive of work performed by resident engineering staff) is adequate to complete the work and shall not exceed

Two Hundred Forty Thousand, Two Hundred
Dollars
(\$ 240,200.00).

2. Payment to the ENGINEER for resident engineering and other special services shall be as follows:

a. Resident engineering and supporting staff (as agreed to by the OWNER and DIVISION) as described under I(A)(2)(a) for a period of 390 working days, an amount not to exceed

Two Hundred Ninety Five Thousand, Nine
Hundred Dollars
(\$ 295,900.00).

Overtime shall be converted to equivalent fractions of 8-hour days. If the number of working days for inspection personnel stated above is not sufficient to provide adequate inspection of the PROJECT, it is agreed that the additional cost of resident services may be negotiated with the OWNER and the DIVISION.

b. For supervision of initial start-up and operation of the project and Project Performance Certification as described under I (A)(2)(b), during a period of Twelve (12) months, an amount not to exceed

Twenty Eight Thousand, Seven Hundred

_____ Dollars

(\$ 28,700.00).

c. For preparation of the Manual as described under I (A)(2)(c) and instructions on its use, an amount not to exceed

Twenty Five Thousand and Four Hundred

_____ Dollars

(\$ 25,400.00).

d. For special services, an amount equal to the actual cost of such work. The actual cost shall include compensation to the ENGINEER for his work on these services. The ENGINEER also assures the OWNER that the moneys to be paid under this item are adequate for the work proposed and shall not exceed

Not applicable _____ Dollars

(\$ _____).

e. For preparation of the Record Drawings as described under I (A)(2)(d), an amount not to exceed

Eighteen Thousand, Two Hundred

_____ Dollars

(\$ 18,200.00).

IV. Additional Covenants

A. The ENGINEER agrees to provide in active charge of this PROJECT for the life of the contract a Project Engineer who is a permanent employee of the ENGINEER and who is a "qualified sanitary engineer" as defined under the DIVISION'S "Rules and Regulations for the Prequalification of Consulting Engineers". The Project Engineer shall be*

Timothy R. Vadney, P.E. – Wright-Pierce

(name and address)

230 Commerce Way, Suite 302, Portsmouth, NH 03801

* *Resume clearly describing the candidate's qualifications for the assignment is appended for convenience of reference.*

Any proposed change in identity of the Project Engineer on the PROJECT shall first be approved by the DIVISION before transfer of responsibility is made. Failure of the Project Engineer to administer the PROJECT to the satisfaction of the OWNER and/or DIVISION is deemed sufficient basis for his removal and replacement.

B. The ENGINEER agrees to be solely responsible for all bills or claims for payment for services rendered by others and for all services and materials employed in his work, and to indemnify and save harmless the OWNER, and all the OWNER'S officers, agents and employees against all suits, claims or liability of every name and nature arising out of or in consequence of the negligent acts or failures to act of the ENGINEER or others employed by him in the performance of the work covered by this AGREEMENT.

C. The ENGINEER further agrees to procure and maintain at his expense such workmen's compensation insurance as is required by the statutes and public liability insurance in amounts adequate to provide reasonable protection from claims for bodily injury, death or property damage which may arise from his performance and the performance of his employees under this AGREEMENT.

D. The ENGINEER shall secure and maintain for the duration of this AGREEMENT a General Liability Insurance policy in the amount of not less than One Million Dollars (\$1,000,000) per occurrence and Professional Liability Insurance policy in the amount of not less than Two Million Dollars (\$2,000,000) at no cost to the OWNER. An insurance certificate shall be supplied to the OWNER by the ENGINEER. The OWNER shall be named as an additional insured on the General Liability Insurance policy. A condition of the insurance coverage shall be thirty (30) days notice to the OWNER upon cancellation of the policy. The

ENGINEER shall also provide the OWNER certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.

E. The OWNER shall secure and maintain for the duration of this AGREEMENT Automobile Liability Insurance covering the operation of all motor vehicles, including those hired and borrowed, used by the OWNER in connection with this AGREEMENT at no cost to the OWNER. The coverage of said insurance policy shall be in the amount of not less than Five Hundred Thousand Dollars (\$500,000) for all damages arising out of bodily injuries to or death of one person and subject to that limit for each person, a total limit of at least One Million Dollars (\$1,000,000) for all damages arising out of bodily injuries to or death of two or more persons in any one accident or occurrence. An insurance certificate shall be supplied to the OWNER by the ENGINEER. The ENGINEER shall also provide the OWNER certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.

F. By signing this AGREEMENT, the ENGINEER agrees, certifies, and warrants that the ENGINEER is in compliance with, or exempt from, the requirements of New Hampshire RSA Chapter 281-A, regarding workers' compensation insurance. The ENGINEER shall maintain statutory workers' compensation insurance coverage for all of its employees as required by said laws.

G. All documents, including original drawings, design calculations, work sheets, field notes, estimates, and other data shall remain the property of the OWNER; they shall be transmitted to the OWNER in clean and orderly condition on demand by the OWNER; however, these may be left in the possession of the ENGINEER at the OWNER'S discretion.

H. The ENGINEER shall not sublet, assign or transfer any part of the ENGINEER's services or obligations (except special services) under this AGREEMENT without the prior approval and written consent of the OWNER, and the contract shall be binding upon and inure to the benefit of the parties, their successors and assigns.

I. It is further agreed that before any construction is undertaken the ENGINEER will assist the OWNER or his authorized agent in providing the DIVISION with clear documentation certifying that the purchases of land have been secured to provide for location of the treatment works and other associated structures and equipment as shown on the construction plans or described in the

specifications. Similar documentation shall be submitted on approvals from the State Highway Department regarding location of the treatment works and other project related facilities within rights-of-way and other lands under its jurisdiction.

J. The ENGINEER also agrees to provide in active residence and full time control at the site of the proposed construction a DIVISION approved ~~registered civil engineer~~ *qualified project representative and DIVISION approved inspectors (full time, part time)* as needed with the experience and other approved background to assist the ENGINEER in the work of General Administration and to assure contractors conformance with the plans and specifications and any approved coincident or subsequent changes or change orders related to the PROJECT. The resident ~~registered engineer~~ *representative* for the life of this contract shall be

To be provided for review and acceptance prior to on-site construction

(Name and Address)

(Append resume describing Candidate's qualifications)

Any Proposed change in the identity of the resident ~~engineer~~ *representative* on this PROJECT must first be approved by the DIVISION before transfer of responsibility is made. Additionally, if it is found by the DIVISION that a resident ~~engineer~~ *representative* (or inspector) cannot or will not administer the PROJECT in a manner satisfactory to the DIVISION, the ENGINEER agrees to replace him promptly upon receipt of a written request from the DIVISION with a qualified resident ~~engineer~~ *representative* who will acceptably administer the PROJECT. It is further agreed that failure of the ENGINEER to abide by the above covenant is sufficient cause for removal from the DIVISIONS Roster of Prequalified Engineers

K. This AGREEMENT shall be deemed to have been entered into in the State of New Hampshire and shall be construed in accordance with the laws of the State of New Hampshire.

V. Termination

A. The OWNER shall have the right at any time for any reason whatsoever to interrupt or terminate the work required of the ENGINEER under this AGREEMENT, with a seven (7) day written notice of such interruption or

ENGINEERING CONSTRUCTION PHASE CONTRACT
For Professional Services for Treatment Works

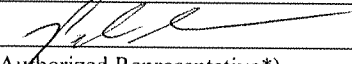
Page 6 of 7

satisfaction of the DIVISION and the OWNER, and pursuant to this AGREEMENT. In order that the ENGINEER shall receive payment under termination notice, all plans, drawings, tracings, field notes, estimates, specifications, proposals, sketches, diagrams, and calculations, together with all other materials and data prepared in connection with the PROJECT shall be transmitted to the OWNER in a form acceptable to the OWNER and DIVISION.

IN WITNESS WHEREOF, the parties hereto have affixed their hand and seals at Strafford
County, New Hampshire, the day, month, and year first above written.

ENGINEER:

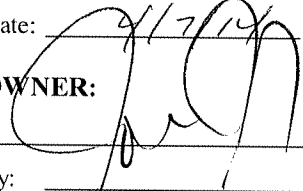
WRIGHT-PIERCE

By: 

(Authorized Representative*)

Date: 4/17/14

OWNER:

By: 

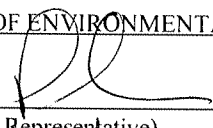
(Authorized Representative*)

Date: 4/15/14

APPROVED: **

DEPARTMENT OF ENVIRONMENTAL SERVICES

Water Division

By: 

(Authorized Representative)

Date: 4/24/14

*

Signatures should be supported by appropriate document.

**

It is agreed that as an act in furtherance of its statutory authority to approve engineering agreements for treatment works, the DIVISION's approval does not impose any contractual obligation or liability on the State of New Hampshire, the Department of Environmental Services or the Division.



Water
Wastewater
Infrastructure

I, Walter J. Flanagan III, hereby certify that I am the duly elected clerk of Wright-Pierce.

I certify that the following is a true copy of a vote taken at a meeting of the board of directors of the corporation, duly called and held on April 9, 2013, at which a quorum of the board was present and voting.

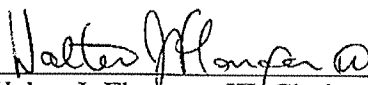
VOTED:

That any one or all of the following officers of Wright-Pierce, on behalf of the corporation, are authorized to execute all Wright-Pierce contracts, both service agreements and general contractual obligations:

William E. Brown, President
Peter C. Atherton, Vice President
Paul F. Birkel Vice President
John W. Braccio, Vice President
Richard N. Davee, Vice President
Jonathan C. Edgerton, Vice President
Walter J. Flanagan III, Vice President
Michael D. Giggey, Vice President
Jeffrey P. Musich, Vice President
John R. Nelson, Vice President

I hereby certify that I am the clerk of Wright-Pierce, that William E. Brown is the duly elected president, and that the above vote has not been amended or rescinded and remains in full force and effect as of this date.

seal


Walter J. Flanagan III, Clerk

Date: 7-18-2013

COST OR PRICE SUMMARY FORMAT FOR SUBAGREEMENTS UNDER NH SAG & SRF			Form Approved DE S 3/96	
PART I - GENERAL				
1. GRANTEE / LOANEE - CITY OF DOVER, NEW HAMPSHIRE			2. GRANT/LOAN NO.	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR - Wright-Pierce			4. DATE OF PROPOSAL 2/10/2014	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include ZIP) 230 Commerce Way, Portsmouth NH 03801			6. TYPE OF SERVICE TO BE FURNISHED Engineering Construction Phase Services Phase I WWTF Upgrade	
PART II - COST SUMMARY				
7. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTAL
Principal In Charge	32	65.00	\$2,080.00	
Project Manager	422	48.00	\$20,256.00	
Lead Project Engineer	894	28.08	\$25,103.52	
Project Engineer	466	27.65	\$12,884.90	
Civil Engineer	68	33.56	\$2,282.08	
Electrical Engineer	168	47.38	\$7,959.84	
Instrumentation Engineer	168	48.00	\$8,064.00	
Structural Engineer	140	30.03	\$4,204.20	
Architectural Engineer	100	41.80	\$4,180.00	
Mechanical Engineer	128	39.68	\$5,079.04	
Resident Project Representative (onsite inspector)	3120	30.22	\$94,286.40	
Engineering Technician	176	24.75	\$4,356.00	
Office Assistant	148	21.30	\$3,152.40	
DIRECT LABOR TOTAL:				\$193,888.38
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	x BASE =	ESTIMATED COST	
	1.68	\$193,888.38	\$325,732.48	
INDIRECT COSTS TOTAL:				\$325,732.48
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1) TRANSPORTATION			\$9,536.01	
(2) INSPECTOR PER DIEM				
TRAVEL COSTS TOTAL:			\$9,536.01	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)			ESTIMATED COST	
Telephone/communication	QTY 1	COST \$150.00	\$150.00	
Printing/shipping	1	\$1,150.00	\$1,150.00	
EQUIPMENT SUBTOTAL :			\$1,300.00	
c. SUBCONTRACTS			ESTIMATED COST	
SUBCONTRACTS SUBTOTAL :			\$0.00	
d. OTHER (Specify categories)			ESTIMATED COST	
OTHER SUBTOTAL :			\$0.00	
e. OTHER DIRECT COSTS TOTAL :				\$10,836.01
10. TOTAL ESTIMATED COST				\$530,456.87
11. PROFIT (15% Labor; 5% Subcontracts; 0% all other costs)				\$77,943.13
12. TOTAL PRICE				\$608,400.00

[illegible]

PART IV - DIRECT LABOR BY CATEGORY	
14.	INSERT THE APPROPRIATE WORK CATEGORY IN THE TABLE BELOW. WORK CATEGORIES WOULD INCLUDE BUT NOT BE LIMITED TO THOSE CATEGORIES SHOWN IN THE CONTRACT DOCUMENTS SUCH AS DESIGN, SURVEY, SUBSURFACE, CADASTRAL, O&M MANUAL, ADMINISTRATION, INSPECTION, RECORD DWGS., START-UP, SPECIAL SERVICES, ETC.

[illegible]

TIMOTHY R. VADNEY, P.E.

Senior Project Manager

PROJECT ASSIGNMENT: Senior Project Manager

Education

B.S., Civil Engineering, University
of New Hampshire

Professional Registration

New Hampshire
Maine
Massachusetts

Experience

12 Years

Joined Firm

2002

Professional Affiliations

Water Environment Federation,
Maine and New Hampshire Water
Pollution Control Associations

Presentations

Vadney, T. R., "Dewatering System
Upgrade- City of Nashua NH"
NEWEA Annual Conference
Boston, MA - January 2012

Vadney, T. R., "Pump Station and
Forcemain Improvements -
Ogunquit Sewer District"
NEWEA Annual Conference
Boston, MA - January 2010

Vadney, T. R., "Optimization of
the Activated Sludge Process"
NEWEA Spring Conference
Hyannis, MA - June 2008

Vadney, T. R., "Energy Audit
Process for Wastewater
Treatment Facilities"
CTAWWA Specialty Conference
Hartford, CT - Jan 2008

EXPERIENCE SUMMARY

Mr. Vadney is a Project Manager in the Wastewater Practice Group. Mr. Vadney is currently serving clients throughout New England. Mr. Vadney has extensive experience in a wide variety of wastewater fields including wastewater treatment, odor control, residuals management, septage treatment, collection systems, and pump stations.

SELECT RELEVANT PROJECT EXPERIENCE

Wastewater Treatment Facility Designs

- Sludge Dewatering Upgrade - Nashua, NH
- Wastewater Treatment Facility Upgrade – Durham ,NH
- Wastewater Treatment Facility Upgrade – Dover, NH
- Wastewater Treatment Facility Upgrade - Hudson, MA
- Wastewater Treatment Facility Upgrade - Sanford, ME
- Water Pollution Control Facilities Upgrade, Manchester, CT
- Water Pollution Control Facilities Upgrade - Glastonbury, CT
- Wastewater Treatment Facility Upgrade - Farmington, NH
- Wastewater Treatment Facility Feasibility Study - Rockport, MA
- Wastewater Treatment Facility Evaluation - Seacoast, NH
- Construction Administration - Old Town, ME
- Pilot Testing - Sanford, ME
- Sludge Dewatering Upgrade - Keene, NH
- Sludge Dewatering Upgrade – Hampton, NH

Pump Station Designs

- Hampton, NH Church Street Pump Station Upgrade
- Mechanic Street Pump Station Upgrade - Portsmouth, NH
- River Street Pump Station Upgrade - Dover, NH
- Mousam River Sewerage Pump Station Upgrade - Sanford, ME
- Goodall Brook Sewerage Pump Station Upgrade - Sanford Maine
- Pump Stations No.1 and No. 2 – Wells, Maine
- Pump Station No. 10 – Wells Maine
- Pump Station No. 2 – Ogunquit, Maine
- Pump Station No. 4 – Ogunquit, Maine
- Pump Station No. 6 – Ogunquit, Maine

Odor Control

- Odor Investigation - Milford, NH
- Odor Investigation - South Berwick, ME
- River Street Pump Station - Dover, NH

TIMOTHY R. VADNEY, P.E.
Senior Project Manager

Modeling

- CORMIX Model - Rockland, ME
- Sewer CADD Model - Somersworth, NH
- Water Distribution System Hydraulic Model - Belfast, ME
- Water Distribution System Hydraulic Model - Presque Isle, ME
- Hydraulic Model - Bow, NH

Infiltration/Inflow

- I/I Study - Farmington, NH
- I/I Study - Skowhegan, ME
- I/I Study – Kennebunkport, ME
- I/I Study - Pittsfield, NH
- I/I Study - Greenville, NH
- I/I Study - Newmarket, NH
- I/I Study – Durham, NH
- I/I Study – Dover, NH

B-6.1
CHANGE ORDER

No. 1

PROJECT:	Phase I Upgrade and MLE Conversion	DATE OF ISSUANCE:	
OWNER:	City of Dover – 288 Central Avenue, Dover, NH 03820 (Address)		
CONTRACTOR:	Apex Construction, Inc	OWNER's Project No.	
CONTRACT FOR:	Phase I Upgrade and MLE Conversion	ENGINEER	Wright-Pierce
		ENGINEER's Project No.	12575B

You are directed to make the following changes in the Contract Documents.

Description: Complete additional WWTF upgrades identified in the City's Wastewater Facility Plan as Phase II and Phase III items, including site work, process and related electrical work, HVAC upgrades and Administration Building architectural upgrades.

Purpose of Change Order: Complete necessary WWTF upgrades while Contractor is mobilized to the site.

Justification: City received very favorable bids for the Phase I project which allows the City to conduct the needed Phase II and Phase III upgrades within the existing Phase I construction budget.

Attachments: WP RFI 002; Change Order No. 1 summary sheet; Change Order No. 1 Items 1 – 3 back-up

CHANGE IN CONTRACT PRICE		CHANGE IN CONTRACT TIME	
Original Contract Price		Original Contract Time	
\$	6,626,600.00	608	(days or date)
Previous Change Orders		Net change from previous Change Orders	
\$	0.00	0	(days)
Contract Price prior to this Change Order		Contract Time prior to this Change Order	
\$	6,626,600.00	608	(days or date)
Net Increase (Decrease) of this Change Order		Net Increase (decrease) this Change Order	
\$	1,935,517.77	90	(days)
Contract Price with all approved Change Orders		Contract Time with all Change Orders	
\$	8,562,117.77	698	(days or date)

This document will become a supplement to the CONTRACT and all provisions will apply hereto. The attached Contractor's Revised Project Schedule reflects increases or decreases in Contract Time as authorized by this Change Order. Stipulated price and time adjustment includes all costs and time associated with the above described change. Contractor waives all rights for additional time extension for said change. Contractor and Owner agree that the price(s) and time adjustment(s) stated above are equitable and acceptable to both parties.

RECOMMENDED:

By: [Signature]

Engineer

4-28-2015

Date

APPROVED:

By: [Signature]

Owner

5/13/15

Date

APPROVED:

By: [Signature]

Contractor

5/13/2015

Date

APPROVED:

By: [Signature]

NHDES

5/13/15

Date

12575B



REQUEST FOR INFORMATION

CITY OF DOVER, NEW HAMPSHIRE
WASTEWATER TREATMENT FACILITY
PHASE I UPGRADE AND MLE
CONVERSION

DATE: 12 August 2014RFI No.: 002

TO:	Heath Todd – Apex Construction	Reference or affected design document(s)
FROM:	Wright-Pierce	Spec. Sect.: See below
		DWG.: See below
		Other: See below

Subject: WWTF Upgrades

Description of Request:

The City of Dover is considering several modifications and upgrades to the Wastewater Treatment Facility in addition to the work included in the Phase I Upgrade and MLE Conversion contract. The additional work is summarized below.

- HST*
RV
2014
1. Work Change Directive No. 001 – Provide main chain take-up assembly for each of the primary sedimentation basin chains. Refer to the attached Work Change Directive No. 001.
 2. WP-RFI-001 (Polymer System) – Provide credits as outlined in WP-RFI-001.
 3. Temporary Field Office – Provide credit for the following items listed in Specification Section 01590 – Temporary Field Office:
 - a. Item 2.1.A.1.
 - b. Items 2.1.A.7 thru 10
 - c. Items 2.1.A.12 thru 23
 - d. Item 2.1.A.25
 4. Primary Sedimentation Basin – Add scum collection equipment as specified in Section 11361A and as shown on the Drawings. The electrical and instrumentation scope is summarized as follows:
 - a. Run a ¾" with 3#10 and a 1#10 ground conduit from Panel H3 on the upper level of the Primary Sedimentation Basin and connect in parallel to the Primary Sedimentation Basin Scum Skimmer Motorized Actuators. Area is considered Class I Division 1. Actuator shall be provided by manufacturer with a local disconnect. Install a new 20 amp circuit breaker within Panel H3 and connect circuit wiring accordingly. Label breaker within the panel schedule. Breaker shall match panel manufacturer and panel AIC rating.
 - b. Run a ¾" conduit with 10#14 from the new Primary Skimming Control Panel (PSCP) located on the upper level of the Primary Sedimentation Basin to each skimmer actuator.
 - c. Run a ¾" conduit with two #16TWS from the new PSCP located on the upper level of the Primary Sedimentation Basin to each skimmer actuator.

- d. Installation of conduits shall meet NEC requirements for a Class I Division 1 Hazardous Area.
- e. Provide a new Primary Skimming Control Panel (PSCP) with the following requirements:
 - NEMA 4X stainless steel wall mounted enclosure with three point latching handle
 - 120 VAC power with surge protection.
 - Front Mounted POWER (green) indicator light
 - Front Mounted UPS POWER (amber) indicator light
 - Front mounted NEMA 4X data/power port with RJ45 jack and 120 VAC receptacle.
 - Allen Bradley Micrologix 1400 PLC (1766-L32AWA)
 - One (1) 1762-IF4 four channel analog input module
 - One (1) 1762-OF4 four channel analog output module
 - Space in panel for three additional future modules.
 - 24VDC DIN mounted power supply for analog signals
 - Connect all 20 PLC discrete inputs to terminals
 - Connect eight (8) discrete outputs with two pole isolation relays for future spare.
 - Provide an industrial network Ethernet switch (minimum 4 RJ45 ports) and 24 VDC power supply.
 - 850VA UPS mounted inside the control panel.
 - Conduit, wire, terminal, etc per 13440 as required.
- f. Each of the four (4) skimming actuators will be positioning with the following PLC I/O:
 - (DI) 0% Position status (skimmer tipped full forward)
 - (DI) 100% Position status (skimmer tipped full back)
 - (DI) In Remote status (LOR switch on actuator)
 - (DI) Actuator Fault alarm
 - (AO) Position reference (0-100%)
 - (AI) Position feedback (0-100%)
 - (DI) Control Power
- g. The new PLC and the existing SCADA system will be programmed with the following functions:
 - Skimming Trough No. 1 In Remote/Not in Remote status
 - Skimming Trough No. 1 Position (0 to 100%) and graphical (0% = full forward, 50%=closed, 100% = Full Back)
 - Skimming Trough No. 1 Full Forward/Closed/Full Reverse manual control
 - Skimming Trough No. 1 Tipped Full Forward status
 - Skimming Trough No. 1 Tipped Full Back status
 - Skimming Trough No. 1 Fault alarm
 - Skimming Trough No. 1 Disagreement Alarm
 - Skimming Trough No. 2 In Remote/Not in Remote status
 - Skimming Trough No. 2 Position (0 to 100%) and graphical (0% = full forward, 50%=closed, 100% = Full Back)
 - Skimming Trough No. 2 Full Forward/Closed/Full Reverse manual control
 - Skimming Trough No. 2 Tipped Full Forward status
 - Skimming Trough No. 2 Tipped Full Back status
 - Skimming Trough No. 2 Fault alarm

- Skimming Trough No. 2 Disagreement Alarm
 - Skimming Trough No. 3 In Remote/Not in Remote status
 - Skimming Trough No. 3 Position (0 to 100%) and graphical (0% = full forward, 50%=closed, 100% = Full Back)
 - Skimming Trough No. 3 Full Forward/Closed/Full Reverse manual control
 - Skimming Trough No. 3 Tipped Full Forward status
 - Skimming Trough No. 3 Tipped Full Back status
 - Skimming Trough No. 3 Fault alarm
 - Skimming Trough No. 3 Disagreement Alarm
 - Skimming Trough No. 4 In Remote/Not in Remote status
 - Skimming Trough No. 4 Position (0 to 100%) and graphical (0% = full forward, 50%=closed, 100% = Full Back)
 - Skimming Trough No. 4 Full Forward/Closed/Full Reverse manual control
 - Skimming Trough No. 4 Tipped Full Forward status
 - Skimming Trough No. 4 Tipped Full Back status
 - Skimming Trough No. 4 Fault alarm
 - Skimming Trough No. 4 Disagreement Alarm
 - PSCP Loss of Power alarm
 - PSCP Loss of Communication Alarm
- h. The sequencing of the skimming troughs will be controlled manually by the operator through the existing SCADA system. The operator will be able to manually send each primary skimming trough actuator to a full forward position (0%), closed position (50%) and a full back position (100%).
- i. A “Disagreement” alarm will be activated by the PLC if the actuator fails to reach the required position within 60 seconds.
5. Odor Control System – Add odor control system as specified in Section 11250A and as shown on the Drawings. The instrumentation scope is summarized as follows:
- a. Modify the Sludge Control Panel with the following additional I/O from the new Odor Control System:
 - (DI) Odor Control Fan RUN status
 - (DI) Odor Control Fan O/L alarm
 - (DI) Odor Control Fan In Auto/ Not in Auto status
 - (DO) Odor Control Fan Start/Stop command
 - b. Modify the existing PLC and SCADA programming to include the following functions:
 - Odor Control Fan Start/Stop status
 - Odor Control Fan In Auto/ Not in Auto status
 - Odor Control Fan Start/Stop control
 - Odor Control Fan Overload Alarm
 - Odor Control Fan Run Time (hours)
 - Odor Control Fan Fail Alarm
6. Dewatering Sludge Container – Provide one dewatered sludge container meeting the following requirements:
- a. Type: Open top, gasketed roll-off container
 - b. 3/8-inch slippery liner

- c. Side roll cover system
- d. Capacity: 40 cubic yards
- e. Maximum Length: 22 feet
- f. Maximum Overall Height: 95 inches
- g. Overall Width: 96 inches
- h. Prime and finish paint in color selected by the Owner.
- i. Manufacturer: Wastequip supplied by Atlantic Recycling Equipment, LLC

Refer to the attached Quotation for additional information.

- 7. UV Disinfection Structure Paved Apron – Provide an approximately 9-foot by 37-foot paved apron at the southern entrance to the UV Disinfection Structure at the location indicated on Drawing C-7. Refer to the details on Drawing C-5.
- 8. Site Paving – Provide cost proposals for each of the following options:
 - a. Option A: Overlay the existing pavement with 1-½-inch hot bituminous pavement (9.5 mm) to the extents shown on Drawing C-7. Refer to the details on Drawing C-5.
 - b. Option B: Reclaim existing pavement to the extents shown on Drawing C-7. Refer to the details on Drawing C-5.
- 9. Biorem Odor Control System – As indicated in submittal review comments 11250-018-16, provide a credit for the following items:
 - a. Replace the 30-inch odor exhaust stack with a 24-inch odor exhaust stack.
 - b. Replace the 2-inch insulated and heat-traced water supply line with a 1-inch insulated and heat-traced water supply line.
- 10. Coarse Bubble Elastomeric Diffusers – Provide coarse bubble elastomeric diffusers in the Primary Sedimentation Basin Influent Channel, Aeration Basin Influent Channels and Aeration Basin Effluent Channel as shown on the Drawings. Work includes direct replacement of the existing Sanitaire D-24 wideband diffusers with the Tideflex diffuser assemblies (Part No. TFA-030-45B-6R6D40). Elastomer diffusers shall be warranted by the manufacturer against failure under operating conditions for a period of one year from the date of final installation approval by the Engineer. Refer to the attached Tideflex bulletin.
- 11. Site Lights – Replace light fixtures at Primary Sedimentation Basins (typical of 8), Aeration Basins (typical of 16), and Secondary Clarifiers (typical of 6; 3 per secondary clarifier). Provide credit for incandescent fixtures at Secondary Clarifiers listed on Drawing E-21. New fixtures shall match existing and be enclosed and gasketed, pendant mounted fixtures, Class 1 Division 2, with 100 watt high pressure sodium, NEMA 4X housing and glass globe with guard (120 VAC) GE H2U-1-10L-4P-GG or equivalent. Fixtures shall be reconnected to the existing 120 VAC wiring at each location.
- 12. Secondary Clarifiers – The local-off-remote (LOR) switch shall be located at the secondary clarifier end of walkway with the E-stop within the Local Control Station (LCS) in lieu of at the MCC-4 motor starter. LOR switch shall be provided by Division 16 within the LCS and located where the existing LOR switch resides. Existing control wiring shall be re-used for these connections. (Typical of both secondary clarifiers.)

HST
TRV
BU
7/1/12

~~13. Transfer Switch ATS-6 – Transfer Switch shall be manufactured by ASCO, 4000 series, to match existing transfer switches at the facility.~~

14. RTU-1A and IEF-2A – RTU-1A and IEF-2A lists 120 volts on schedule. The MCC and existing starters it will interface to is 480 VAC. (Revision to this submittal.)

15. Drawing E-19 – Drawing E-19, Conduit P139 shown in the Electrical Room at Panel GDP is included as a change or scope. Disregard Note 13 for this conduit. (Revision to this submittal.)

A listing of the attached Drawings and Technical Specifications describing the proposed modifications is provided below.

<u>Drawings:</u>	<u>Description:</u>	<u>New or Reissued:</u>
Cover		
C-2	Site Plan	Reissued
C-3	Site Partial Plans	Reissued
C-5	Details I	Reissued
C-7	Site Paving Plan & Signage Plan	New
A-3	Legend, Notes and Details	New
A-4	Process and Administration Buildings Demolition Plan	New
A-5	Administration Building Renovation Plan	New
A-6	Process and Administration Buildings Roof Plan	New
A-7	Room Finish Schedule, Ceiling Plan and Interior Elevations	New
A-8	Process and Administration Buildings Exterior Elevations	New
A-9	Details I	New
S-17	Septage Tank Demolition Plan, Sections and Details	New
S-18	Septage Tank Modification Plan, Sections and Details	New
S-19	Process Building Partial Plan, Sections and Details	New
PR-5	Primary Gallery Demolition Plan and Sections	Reissued
PR-6	Primary Gallery Modifications Plan and Sections	Reissued
PR-7	Primary Sedimentation Basin Demolition Plan and Section	Reissued
PR-8	Primary Sedimentation Basin Modifications Plan and Section	Reissued
PR-9	Process Building Basement Demolition Plan and Sections	Reissued
PR-10	Process Building Basement – Modifications Plan and Sections	Reissued
PR-12	Process Building Lower Level – Blower Room Demolition Partial Plan, Modifications Partial Plan and Section	Reissued
PR-15	Aeration Basins Lower Level – Demolition Plan and Section	Reissued
PR-16	Aeration Basins Upper Level – Demolition Plan and	Reissued

<u>Drawings:</u>	<u>Description:</u>	<u>New or Reissued:</u>
	Section	
PR-18	Aeration Basins Upper Level – Modifications Plan	Reissued
PR-24	Miscellaneous Site Structures	Reissued
PR-25	Septage Receiving Station – Demolition & Modifications Plans and Sections	Reissued
PR-29	Details III	Reissued
M-1	Mechanical Notes, Legend and Abbreviations	Reissued
M-2	Process Building Upper Level Demolition Plan	Reissued
M-3	Sedimentation Gallery and Process Building Lower Level and Basement Demolition Plans	Reissued
M-4	Process Building Modifications Plans	Reissued
M-5	Mechanical Schedules I	New
M-6	Mechanical Schedules II	New
P-1	Plumbing Legend, Abbreviations, Process Building Demolition and Modifications Plans	Reissued
P-2	Process Building Basement Demolition Plan	New
P-3	Administration Building Plumbing and Fire Protection Modifications Plans	New
E-3	Electrical Site Plan	Reissued
E-4	Single Line Diagram I	Reissued
E-5	Single Line Diagram II	Reissued
E-6	Single Line Diagrams MCC-1 and MCC-2	Reissued
E-8	Single Line Diagram MCC-3 Modifications	Reissued
E-9	Single Line Diagrams MCC-4 Demolition and Modifications	Reissued
E-10	Single Line Diagrams MCC-5 Demolition and Modifications	Reissued
E-13	Primary Gallery Electrical Demolition and Modifications	Reissued
E-14	Process Building Basement Electrical Demolition	Reissued
E-15	Process Building Basement Electrical Modification Plan	Reissued
E-16	Process Building Lower Level Electrical Demolition Plan	Reissued
E-17	Process Building Lower Level Electrical Modifications	Reissued
E-18	Process Building Upper Level Electrical Demolition	Reissued
E-19	Process Building Upper Level Electrical Modifications	Reissued
E-22	Electrical Miscellaneous Plan	Reissued
E-31	Conduit and Wire Schedule	Reissued
E-33	Administration Building Electrical Demolition Plan	New
E-34	Administration Building Electrical Modifications Plan	New
E-35	Administration Roof Plan Electrical Demolition and Modifications	New
E-36	Electrical Schedules	New

Specifications:	Description:	New or Reissued:
07220	Roof and Deck Insulation	New
07531	Single-Ply EPDM Roofing	New
07620	Sheet Metal Flashing and Trim	Reissued
08110	Steel Doors and Frames	Reissued
08710	Finish Hardware	Reissued
09300	Tile	New
09510	Acoustical Ceilings	New
09680	Carpeting	New
09900	Painting	Reissued
10150	Compartments and Cubicles	New
10810	Toilet and Bath Accessories	New
11250A	Odor Control System	New
11361A	Rectangular Type Sludge Collection Equipment	Reissued
11373	Positive Displacement Blowers	New
12601	Laboratory Furniture	New
12620	Casework	New
15074	PVC Tubing and Fittings	New
15100	Valves and Specialties – General	Reissued
15104	Plug Valves	Reissued
15120	Valve and Gate Operators	Reissued
15401	Plumbing, Piping and Specialties	Reissued
15492	Submersible Sump Pump	New
15500	Fire Protection	New
15540	Portable Fire Extinguishers	New
15601	Hydronic Heating Systems Piping and Specialties	Reissued
15604	Automatic Temperature Control (Electric)	Reissued
15616	Prefabricated Chimney	New
15623	Packaged High-Efficiency Hot Water Boiler-Burner	New
15626	HVAC System Pumps (In-line Circulators)	New
15680	Dehumidifiers	New
15752	Fin Tube Radiation	New
15780	Air Cooled Single-Package Air Conditioners	New
15840	Ductwork and Devices	Reissued

Reissued specifications show modifications in bold.

All provisions of the original Contract Documents including the Davis-Bacon wage rates apply; the wage determinations included in the original Contract Documents shall be used.

A contract time extension will be negotiated for this additional work. Please identify additional time requirements as part of the submitted cost proposal.

Please prepare an itemized cost proposal for an increase in the Contract Amount to perform the above-referenced work. The proposal shall have sufficient break-down and separate lump sum prices for each piece of the work. The proposal shall include all labor, materials, etc. to render a

fully operable system. The proposed cost shall be in accordance with Paragraph 17 of the General Conditions. If accepted, the proposal will be included in a future Change Order.

Additional Info. Attached? Y ☒ N ☐ **Response needed by:** 09/05/2014 **Signed:** Lindsey Brough
Response to Request:

Additional Info. Attached? Y ☐ N ☐

Is change to P&S Involved Y ☐ N ☐ **Signed:** _____ **Date:** _____

cc: Ray Vermette – City of Dover
Tim Vadney, Roy Babylon - WP
Brian Hilliard - NHDES
Portland File

CITY OF DOVER, NEW HAMPSHIRE
WWTF PHASE I UPGRADE AND MLE CONVERSION
Change Order No. 1

Item	Description	Amount	Notes
1	Site work (HYP conduit, aprons, bollards, roll-off pad, septage tanks)	\$ 172,913.42	Apex Change Proposal No. 8 (dated 11-Dec-14)
2	Process and related electrical work	\$ 709,463.56	Apex Change Proposal No. 9 (dated 12-Feb-15)
3	HVAC upgrades and Administration Building architectural upgrades	\$ 1,053,140.79	Apex Change Proposal No. 10 (dated 10-Nov-14)

Total: \$ 1,935,517.77



Apex Construction, Inc.

8 Amarosa Drive
Rochester, NH 03858

(603)330-3600
fax: (603)330-3690

Change Order Worksheet

Project: Dover, NH WWTF Phase I Upgrade and MLE Conversion
Engineer: Wright-Pierce
RFP Re: RFI#001
Change Proposal No.: 8
Date: 11-Dec-14
Description: Site work described in RFI#001 (HYP conduit, aprons, bollard, rolloff pad, septage tanks)

Breakdown of Costs

Subcontracts:

Description	Rate	Unit/Hours	Total
W.P. Davis Excavation	\$ 26,065.90	1	\$ 26,065.90
patch pave trench	\$ 500.00	1	\$ 500.00
Electrical Installations - site lighting, additional conduits	\$ 29,845.00	1	\$ 29,845.00
Option A and B paving per C-7 not included in this proposal			\$ -
Total Subcontractor Cost =			\$ 56,410.90

Materials:

Description	Rate	Each	Total
bollard pipe, concrete, paint	\$ 500.00	1	\$ 500.00
signs	\$ 8,255.00	1	\$ 8,255.00
bar racks, wheel plates	\$ 15,870.00	1	\$ 15,870.00
rebar	\$ 3,000.00	1	\$ 3,000.00
hatches	\$ 8,450.00	1	\$ 8,450.00
concrete	\$ 110.00	20	\$ 2,200.00
hatch riser, rolloff formwork, chanifer	\$ 5.00	200	\$ 1,000.00
PVC conduit, HYP tubing, etc.	\$ 3,279.68	1	\$ 3,279.68
Brass ball and check valves PW cleanouts	\$ 3,605.32	1	\$ 3,605.32
caps/ plugs for biofilter water	\$ 150.00	1	\$ 150.00
Atlantic recycling container, liners, roll cover	\$ 11,185.00	1	\$ 11,185.00
Total Materials Cost =			\$ 57,495.00

Equipment, construction materials:

Description	Rate	Hours/Days	Total
hatch, curb demo (telehandler)	\$ 95.00	8	\$ 760.00
hatch, curb demo (ring saw, hyd pack)	\$ 160.00	2	\$ 320.00
core new HYP conduit holes (coring machine, bits)	\$ 200.00	1	\$ 200.00
telehandler set rolloff plates, bar racks	\$ 95.00	8	\$ 760.00
Total Equipment Cost =			\$ 2,040.00

Labor:

Description	Rate	Man Hours	Total
demo existing hatches, curbs	\$ 40.00	48	\$ 1,920.00
core holes for HYP	\$ 40.00	8	\$ 320.00
concrete hatch risers	\$ 40.00	80	\$ 3,200.00
concrete rolloff slab	\$ 40.00	120	\$ 4,800.00
set rolloff plates, bar racks	\$ 40.00	32	\$ 1,280.00
set hatches	\$ 40.00	32	\$ 1,280.00
PVC HYP piping, tubing install	\$ 40.00	48	\$ 1,920.00
cut and cap biofilter water	\$ 40.00	8	\$ 320.00
Total Labor Cost =			\$ 15,040.00

Other:

Description	Rate	Unit/Hours	Total
Bond (\$12.24/\$1,000 cost)	\$ 12.24	130.99	\$ 1,603.27
demolition debris disposal	\$ 600.00	1	\$ 600.00
Bond time premium (1% total bond cost/ month)	1.0%	44314	\$ 443.14
Div.0 for additional days on site in contract	\$ 550.00	22	\$ 12,100.00
Labor burden	48.0%	\$ 15,040.00	\$ 7,219.20
Insurance (.453% of costs)	0.453%	\$ 152,952	\$ 692.44
Total Other Cost =			\$ 21,965.61

Subtotal of costs =	\$ 152,951.51
Markup on subcontract (\$0 - \$50,000) =	\$ 5,000.00
Markup on subcontract (\$50,001 - \$100,000) =	\$ 480.82
Markup on subcontract (>\$100,000) =	\$ -
Markup on not subcontract =	\$ 14,481.09
Total =	\$ 172,913.42

Additional time required to complete change in scope 30 days added to contract

Change Authorized by: _____

Signed by: _____



Apex Construction, Inc.

8 Amarosa Drive
Rochester, NH 03868

(603)330-3600
fax: (603)330-3690

Change Order Worksheet

Project: Dover, NH WWTF Phase I Upgrade and MLE Conversion
Engineer: Wright-Pierce
RFP Re: RFI#001

Change Proposal No.: 9
Date: 12-Feb-15

Description: Process and related electrical work indicated on RFI#001

Breakdown of Costs

Subcontracts:

Description	Rate	Unit/Hours	Total
Electrical Installations	\$ 125,620.00	1	\$ 125,620.00
Copia - painting on PR drawings (subject to change)	\$ 30,000.00	1	\$ 30,000.00
Total Subcontractor Cost =			\$ 155,620.00

Materials:

Description	Rate	Each	Total
Dezurik valves (engineer to verify scope)	\$ 65,376.00	1	\$ 65,376.00
Biorem stack diameter credit	\$ 5,340.00	-1	\$ (5,340.00)
SS air piping for blowers, odor control	\$ 17,934.00	1	\$ 17,934.00
SS air piping branch extension at AER conflict	\$ 2,216.00	1	\$ 2,216.00
Velodyne polymer credits	\$ 6,448.50	-1	\$ (6,448.50)
4 blowers	\$ 74,300.00	1	\$ 74,300.00
SS FL accessory packs for primary pump room & ss piping	\$ 8,238.07	1	\$ 8,238.07
Odor control equipment	\$ 36,025.00	1	\$ 36,025.00
Amwell primary clarifier scum collectors	\$ 115,000.00	1	\$ 115,000.00
tideflex coarse air diffusers	\$ 126.00	84	\$ 10,584.00
biofilter drain, interior HYP piping	\$ 500.00	1	\$ 500.00
pipe supports, clamps, clic hangers	\$ 5,000.00	1	\$ 5,000.00
fire extinguisher	\$ 500.00	1	\$ 500.00
concrete equipment pads (5), conc. & custom forms	\$ 350.00	5	\$ 1,750.00
Total Materials Cost =			\$ 325,634.57

Equipment, construction materials:

Description	Rate	Hours/Days	Total
Odor control piping coring machine, plasma cutter	\$ 394.00	1	\$ 394.00
demo tools, rigging, debris removal equip	\$ 3,750.00	1	\$ 3,750.00
crane for scum trough demo, replacement	\$ 135.00	56	\$ 7,560.00
Total Equipment Cost =			\$ 11,704.00

Labor:

Description	Rate	Man Hours	Total
cut holes for odor piping	\$ 40.00	8	\$ 320.00
demo, remove 4 existing blower pads	\$ 40.00	64	\$ 2,560.00
install blower, odor unit conc pads	\$ 40.00	80	\$ 3,200.00
patch floors where pad removed	\$ 40.00	8	\$ 320.00
demo blowers	\$ 40.00	96	\$ 3,840.00
demo primary ps plug valves	\$ 40.00	144	\$ 5,760.00
demo injection nozzles, PP, SHC piping	\$ 40.00	72	\$ 2,880.00
demo drain valves, 90s	\$ 40.00	32	\$ 1,280.00
install 4 new blowers, piping	\$ 40.00	192	\$ 7,680.00
install 16 PW injection assemblies	\$ 40.00	256	\$ 10,240.00
install odor control unit, piping	\$ 40.00	72	\$ 2,880.00
demo scum troughs	\$ 40.00	64	\$ 2,560.00
install new scum troughs	\$ 40.00	96	\$ 3,840.00
demo sanitaire, install 84 tideflex coarse air diffusers	\$ 40.00	84	\$ 3,360.00
install new DI valves	\$ 40.00	120	\$ 4,800.00
raise air pipes at AER pipe conflict	\$ 40.00	80	\$ 3,200.00
Total Labor Cost =			\$ 58,720.00

Other:

Description	Rate	Unit/Hours	Total
Bond (\$12.24/\$1,000 cost)	\$ 12.24	551.68	\$ 6,752.55
demolished debris disposal	\$ 3,500.00	1	\$ 3,500.00
Bond time premium (1% total bond cost/ month)	3.0%	44314	\$ 1,329.42
Div.0 for additional days on site in contract	\$ 550.00	65	\$ 35,750.00
Labor burden	48.0%	\$ 58,720.00	\$ 28,185.60
Insurance (.453% of costs)	0.453%	\$ 627,196	\$ 2,839.45
Total Other Cost =			\$ 75,517.57

Subtotal of costs =	\$ 627,196.14
Markup on subcontract (\$0 - \$50,000) =	\$ 5,000.00
Markup on subcontract (\$50,001 - \$100,000) =	\$ 3,750.00
Markup on subcontract (>\$100,000) =	\$ 2,781.00
Markup on not subcontract =	\$ 70,736.42
Total =	\$ 709,463.56

Additional time required to complete change in scope: 90 days added to contract

Change Authorized by: _____
Company _____

Signed by: _____
Date _____



Apex Construction, Inc.

8 Amara Drive
Rochester, NH 03866

(603)330-3600
Fax: (603)330-3690

Change Order Worksheet

Project: Dover, NH WWTF Phase I Upgrade and MLE Conversion
Engineer: Wright-Pierce
RFP Re: RFI#001

Change Proposal No.: 10
Date: 10-Nov-14

Description: HVAC and admin building architectural upgrades indicated on RFI#001

Breakdown of Costs

Subcontracts:

Description	Rate	Unit/Hours	Total
Electrical Installations	\$ 96,557.00	1	\$ 96,557.00
Cocia - painting on A-drawings (subject to change)	\$ 40,000.00	1	\$ 40,000.00
Armand Lemire plumbing, HVAC	\$ 45,768.00	1	\$ 45,768.00
Armand Lemire - adjust drain fittings for new floor thick	\$ 200.00	3	\$ 600.00
Borques Flooring - strip flooring, install new flooring	\$ 51,600.00	1	\$ 51,600.00
Skyline Roofing (process building)	\$ 82,150.00	1	\$ 82,150.00
Skyline Roofing (admin building)	\$ 84,700.00	1	\$ 84,700.00
Skyline Roofing (roof blocking, louvers remove, reinstall)	\$ 6,000.00	1	\$ 6,000.00
drywall (SF price)	\$ 4.00	800	\$ 3,200.00
Portland Glass	\$ 968.69	1	\$ 968.69
Burrell Scientific lab furniture, casework	\$ 26,400.00	1	\$ 26,400.00
Eagle Acoustics ceiling grid, panels	\$ 9,000.00	1	\$ 9,000.00
Masonry Unlimited - weeps, caulk, resinting, glass, etc	\$ 48,500.00	1	\$ 48,500.00
Total Subcontractor Cost =			\$ 302,443.69

Materials:

Description	Rate	Each	Total
materials, equiv. for floor repairs after flooring removal	\$ 2,500.00	1	\$ 2,500.00
new doors	\$ 4,589.00	1	\$ 4,589.00
AC plywood (not AA), pine trim, 2x4 lumber, misc	\$ 4,660.00	1	\$ 4,660.00
Spec 10 specialties (note no signage indicated in NH)	\$ 955.00	1	\$ 955.00
lab casework repair damage (allowance)	\$ 1,000.00	1	\$ 1,000.00
Total Materials Cost =			\$ 13,704.00

Equipment, construction materials:

Description	Rate	Hours/Days	Total
demo in utility - ring saw, hydro pack	\$ 160.00	1	\$ 160.00
carpentry tools, saws, blades, consumables, etc.	\$ 950.00	1	\$ 950.00
temporary facilities credit	\$ 500.00	-1	\$ (500.00)
Total Equipment Cost =			\$ 610.00

Labor:

Description	Rate	Man Hours	Total
repair floors after demo	\$ 40.00	40	\$ 1,600.00
demo ceiling tiles, grid where required	\$ 40.00	20	\$ 800.00
demo on A-4 (4 labor, 2 weeks)	\$ 40.00	320	\$ 12,800.00
cut, remove concrete floor in utility	\$ 40.00	32	\$ 1,280.00
hand excavate under slab in utility	\$ 40.00	32	\$ 1,280.00
repair floor in utility	\$ 40.00	32	\$ 1,280.00
carpentry	\$ 45.00	112	\$ 5,040.00
install specialties	\$ 45.00	16	\$ 720.00
remove & salvage lab casework	\$ 45.00	40	\$ 1,800.00
Total Labor Cost =			\$ 26,600.00

Other:

Description	Rate	Unit/Hours	Total
Bond (\$12.24/\$1,000 cost)	\$ 12.24	943.36	\$ 11,546.70
demo debris disposal	\$ 4,500.00	1	\$ 4,500.00
Bond time premium (1% total bond cost/month)	1.3%	44,314	\$ 664.71
Div.0 for additional days on site in contract	\$ 550.00	33	\$ 18,150.00
Labor burden	18.0%	\$ 26,500.00	\$ 4,758.00
Insurance (4.53% of costs)	0.453%	\$ 590,987	\$ 4,486.41
Total Other Cost =			\$ 47,629.41
Subtotal of costs =			\$ 490,387.10
Markup on subcontract (\$0 - \$50,000) =			\$ 5,000.00
Markup on subcontract (\$50,001 - \$100,000) =			\$ 3,750.00
Markup on subcontract (>\$100,000) =			\$ 40,122.18
Markup on not subcontract =			\$ 13,281.51
Total =			\$ 1,053,140.79

Additional time required to complete change in scope: 45 days added to contract

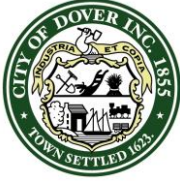
Change Authorized by: _____

Company

Date

Signed by: _____

Name



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2015.10.28 – 141**
Resolution Re: **B16015 Snow Plowing/Hauling Services for City Streets and Parking Lots**

- WHEREAS: The sealed request for bid B16015 was requested and received for “As Needed” Snow Plowing/Hauling Services for City Streets and Parking lots on October 22, 2015 at 11:30 a.m.; and
- WHEREAS: Responses were received from multiple vendors, as outlined in the results page, for various pieces of equipment at varying hourly rates; and
- WHEREAS: There is typically a sufficient number of vendors listed for snow removal of City parking lots and hauling services but there is an insufficient number of responses for snow removal from City streets. Due to difficulty in locating vendors and equipment suited to the City’s snow plowing requirements, additional qualified vendors may be added as discovered and approved by the Community Services Director for Snow Plowing/Hauling Services.

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

The Purchasing Agent is hereby authorized to issue Purchase Orders to the vendors identified given the rates provided in conjunction with RFB B16015 for snow removal services as needed. Additional qualified vendors may be added as discovered and approved by Community Services Director. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43125.4422.00000.00	CS - Contract Snow Plowing	75,000.00	75,000.00

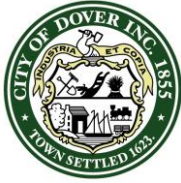
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2015.10.28 – 141**

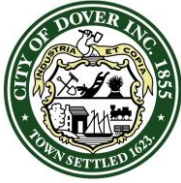
Resolution Re: **B16015 Snow Plowing/Hauling Services for City Streets and Parking Lots**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2015.10.28 – 141**

Resolution Re: **B16015 Snow Plowing/Hauling Services for City Streets and Parking Lots**

RESOLUTION BACKGROUND MATERIAL:

The Community Service Department has found that it is more cost effective to contract out selected areas of its snow and ice removal responsibilities on streets and parking lots. To that end, an annual bid solicitation occurs for these services, and based on proposals received, staff assigns designated lots or areas of responsibility during a snowstorm. This solicitation allows the Community Services Department to better manage and track the costs of clearing school lots, public parking lots and outlying streets. The decision to use or not use certain vendors, or to supplement normal vendor assignments with additional contractual vendors, is determined by the Community Services staff on a storm-by-storm basis according to the severity of the storm. Due to the need for quick mobilization and availability the City needs to have direct interaction with vendors and not go through general contracting services.

Bid Information:

The City of Dover has solicited by sealed bid B16015 to identify qualified, reliable snow removal contractors needed to assist City personnel in this necessary winter activity, “as needed”.

Award Information:

Purchase orders will be issued to the multiple vendors for the winter plowing season to be used as needed.

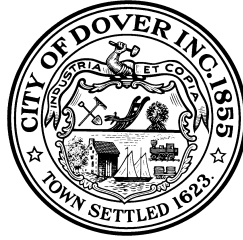
Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	127	Number of Responses:	
Warranty:	None	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	yes
Prices will hold for:	April 30, 2016	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Snow Removal
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Exhibit A –B16015 Results
Exhibit B – B16015 Agreement Documents

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

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



288 Central Avenue
Dover, New Hampshire 03820-4169

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

City of Dover, New Hampshire

OFFICE OF THE FINANCE DIRECTOR

NOTICE OF AWARD to:
PER SPECIFICATIONS OUTLINED IN
REQUEST FOR BID # B16015
Approved Council Resolution R2015.10.28

Snow Plowing-Hauling Services "As Needed"
November 1, 2015 to May 1, 2016

The City of Dover ("OWNER") has considered the BID submitted by you for the above described services, which was opened on October 22, 2015.

You are hereby notified that your BID has been accepted as listed per hour in the attached results page: Exhibit A

Locations are assigned as instructed by Community Service Department. The terms of the REQUEST FOR BID, including but not limited to insurance requirements, are incorporated herein by reference.

Please return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

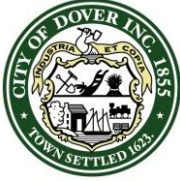
ACCEPTANCE OF NOTICE OF AWARD

Receipt of the above NOTICE OF AWARD is hereby acknowledged, this ____ day of _____, 2015.

BY: _____ (duly authorized)

Print:

TITLE: _____



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: R-2015.10.28 – 142

Resolution Re: Authorization to Execute Grant Agreement for EOC
Equipment funding for City of Dover Police Department

WHEREAS: The City of Dover has applied for grant funding through the New Hampshire Department of Safety Homeland Security and Emergency Management Division. The funding is for equipment for the new City of Dover Emergency Operations Center (EOC).

WHEREAS: The grant is in the amount of \$56,612 and requires a match equal to that amount which makes the project's full cost is \$113,224. The match, in the amount of \$56,612, is an in-kind match consisting of the construction costs of the EOC currently under construction at the new police facility.

WHEREAS: The Department of Safety has determined that the project falls within the guidelines of the Emergency Management Planning Grants (EMPG) program but requires the acknowledgment of the full cost of the project, including the match, by the City's governing body before final review and presentation to the Governor and Council for approval of the award.

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

The Dover City Council, by majority vote, accepts the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$56,612 for the purchase of the dispatch console and audio visual enhancements for the City of Dover EOC.

AND, FURTHER BE IT RESOLVED;

The Dover City Council acknowledges that the total cost of the project will be \$113,224, in which the City of Dover will be responsible for a 50% in-kind match (\$56,612).

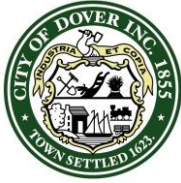
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: R-2015.10.28 – 142

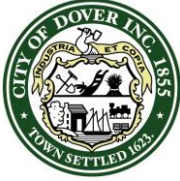
Resolution Re: Authorization to Execute Grant Agreement for EOC
Equipment funding for City of Dover Police Department

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: R-2015.10.28 – 142

Resolution Re: Authorization to Execute Grant Agreement for EOC
Equipment funding for City of Dover Police Department

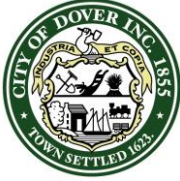
RESOLUTION BACKGROUND MATERIAL:

On October 9, 2015, the Dover Police Department applied to the Department of Safety Homeland Security and Emergency Management Division for funding to assist with equipment for the Emergency Operations Center (EOC). If awarded, this funding would pay for the cost of a VoIP (Voice over Internet Protocol) dispatch console and enhanced audio visual (AV) capabilities for the EOC during emergencies.

The VoIP dispatch console will be a fully functioning workstation for the EOC and exactly the same as the work stations in the communication center. This will allow for seamless transition for a dispatcher assigned to the EOC during activations. It will also allow for the dispatcher to run multiple programs and screens, such as maps, computer aided dispatch (CAD), SPOTS, and WebEOC, simultaneously.

The newly constructed EOC will be equipped with six large display screens similar to the current EOC. In an effort to enhance the functionality of this equipment, this project includes the purchase of an AV system that will allow for multiple programs to be shown on each display screen at the same time. For example, during an EOC activation, the police department's CAD, the fire department's CAD, a map of the City, WebEOC, and television weather or news could all be displayed simultaneously on these large screens.

The cost of this equipment is \$56,612. This grant requires a match of 50% of the total project cost from the City of Dover. The construction costs of the new EOC are an allowable source for the in-kind match.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2015.10.28 – 143**

Resolution Re: **LWCF Grant for Cochecho River Park Project**

WHEREAS: The City of Dover is working with the Cochecho Waterfront Development Advisory Committee (CWDAC) in achieving the goal of revitalization of the City-owned River Street parcel; and

WHEREAS: The project site consists of a 29 acre parcel with over a half mile of frontage along the Cochecho River on its westerly and northerly boundary with approximately 14.5 acres suitable for development; and

WHEREAS: The Land and Water Conservation Fund (LWCF) is the federal program to conserve irreplaceable lands and improve outdoor recreation opportunities throughout the nation; and

WHEREAS: The City of Dover has been awarded a LWCF \$150,000 grant with a 100% match requirement utilizing in-kind services, as well as other City expenditures on the waterfront project related to a public park and dock development and other contributions from UNH and related programs; and

WHEREAS: The City will be using the \$150,000 grant for site design and permit work, regarding the public park and dock.

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

That the City Manager is authorized to accept this LWCF matching grant in exchange for a designation of property for perpetual use for recreational purposes.

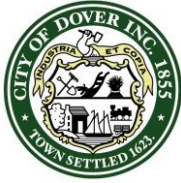
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2015.10.28 – 143**

Resolution Re: **LWCF Grant for Cochecho River Park Project**

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 LWCF program requires a designation of property for perpetual use for recreation purposes. There is a 100% match requirement utilizing in-kind services as well as other City expenditures on the waterfront project related to the public park and dock development. The City will work with CWDAC to finalize the exact location of facilities constructed with grant funds.

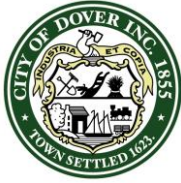
See attached Cochecho River Park Development Project BUDGET

City of Dover - Cocheco River Park Development Project BUDGET	
DIRECT PROJECT COSTS	
LWCF Grant Funding Request	\$150,175
Project Sponsor Match (minimum 50% Total Project Costs)	\$157,095
State &/or Local Appropriations/Cash:Riverbank/Site work	\$37,800
Donated Labor (Volunteers):	\$44,145
Donated Materials:	\$5,720
State and/or Local Agency Equipment Use:	\$39,050
State and /or Local Agency Materials:	\$1,200
Municipal Staff hours:	\$23,100
Total for Project Sponsor (Local Match):*	\$157,095
Total Project Costs:	\$306,704

Summary of Direct Development Cost ESTIMATES

WORK ELEMENT	ESTIMATED COST
A. Professional Services	
Survey/site engineering plans	\$10,000
Dock Design, Engineering, Permitting (Construction plans & spec):	\$12,487
Consultant Services (Wetlands, Environmental, etc...)	\$8,000
B. Construction (Facilities/Work elements)	
Site Preparation:	\$8,000
Equipment:	\$39,050
Materials (Gravel/ramp materials)	\$11,920
Labor:	\$23,100
Project Oversight:	\$14,400
Recreation Facilities: (See Appendix G)	
▪Seasonal Rowing Dock and Ramp Construction: Materials	\$129,747
▪Seasonal Rowing Dock and Ramp Construction: Design & Labor	\$25,000
▪Dock and Ramp Construction: Installation and volunteer labor	\$25,000
Total Project Costs:	\$306,704
Federal Share/LWCF Request (Maximum of 50% total project Cost):	\$150,175
Project Sponsor Match (Minimum 50% of Total Project Cost):*	\$157,095

* DETAIL of SPONSOR MATCH	
City of Dover - Cochecho Park Development Project	
LWCF Grant Funding Request	\$ 150,175
Total Budget \$306,704	
Summary of Project Sponsor Match: Total	\$ 157,095
WORK ELEMENT	ESTIMATED MATCH
Riverbank Restoration	\$ 37,800
Site Preparation/Clearing:	
Labor: 4 men x 8 hrs x 10 days = 320 x \$25	\$ 8,000
Equipment:	
2 dump trucks \$80/hr x 2 x 80 hrs	\$ 12,800
1 chipper \$75/hr x 80 hrs	\$ 6,000
3 chain saws \$20/hr x 3 x 80 hrs	\$ 4,800
2 brushcutters \$20/hr x 80 hrs	\$ 1,600
1 loader with brushcutter \$150 x 40 hrs	\$ 6,000
1 loader with back hoe \$110/hr x 40 hrs	\$ 4,400
1 loader \$115/hr x 30	\$ 3,450
Total Equipment	\$ 39,050
Material	
Bank run gravel \$5/cu yd x 50	\$ 250
Crushed Gravel \$13/cu yd x 50	\$ 650
3/4 stone \$10/cu yd x 30	\$ 300
Total Material	\$ 1,200
Donated Materials: Ramp Construction	\$ 5,000
Administrative Oversight:	
Project Manager/Recreation Director 6 wks x 20 x \$45	\$ 14,400
CS Foreman 2 weeks x 10 x \$35	\$ 700
Total Oversight	\$ 15,100
Ramp construction: GBR (materials & cash)	\$ 5,445
Ramp construction: GBR: Profes design and labor	\$ 25,000
Coordinators: GBR/UNH 2 x 4 weeks x 25 hrs x \$35	\$ 7,000
Laborers: GBR/UNH Crew 30 x 1 week x 25 hrs x \$18	\$ 13,500
TOTAL Volunteer labor and materials	\$ 50,945
Project Sponsor Match (Minimum 50% of Total Project Cost):	\$ 157,095



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2015.10.28 – 144**
Resolution Re: B15060 Design Services for Waterfront Development

- WHEREAS: A Sealed Request for Qualifications B15060 was issued and received for Design Service for Waterfront Development on May 12, 2015 at 11:00 am; and
- WHEREAS: Eight firms replied and the proposals were evaluated by the Design Team RFQ Review Sub-committee of the Cochecho Waterfront Development Advisory Committee (CWDAC) and City personnel. The evaluating team shortlisted the top four firms and interviews were conducted on June 8, 2015 and June 15, 2015; and
- WHEREAS: The CWDAC met on July 14, 2015 and recommended to move forward with contract negotiations for a scope of work and costs with Union Studio. On August 18, 2015 the evaluating team met with Union Studio and their sub-consultants to discuss a scope of work. A cost proposal for Phase I was received in the amount of \$170,000 for preliminary design services as well as soil remediation and public dock design and permitting services and is included with this resolution as part of the contract documents; and
- WHEREAS: Based on results and recommendations of Phase I, the city and CWDAC will continue negotiations for a scope of work and costs with Union Studio for Phase II final design services, including shoreline stabilization and public park design which will be brought back to City Council for approval.

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 Union Studio of Providence RI for design services for the waterfront development at rates provided in conjunction with Bid B15060. The amount of this authorization shall be limited so as not to exceed available funding.

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

Financing

Account	Description	Appropriation	Balance
3715.1.190.41991.4339.00000	Consulting	150,000	150,000
TBD	LWCF Grant	anticipated \$20,000	

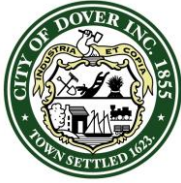
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

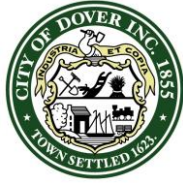
Resolution Number: **R – 2015.10.28 – 144**
Resolution Re: B15060 Design Services for Waterfront Development

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.2.

Resolution Number: **R – 2015.10.28 – 144**
Resolution Re: B15060 Design Services for Waterfront Development

RESOLUTION BACKGROUND MATERIAL:

The City is retaining a design team to assist the Cochecho Waterfront Development Advisory Committee in achieving the goal of revitalization of the City-owned River Street parcel located adjacent to the Dover downtown core. The design team will provide a road map for a public-private partnership involving private development combined with public infrastructure and amenity investment. The design team will assist in creating a construction ready site. This site will be a place residents and visitors can enjoy and one which supports the downtown by creating an attractive, vibrant focal point of the community. This development should reflect the overall historic character of Dover, as well as enhance the vibrancy the downtown enjoys. The design team includes professionals with disciplines such as project management, architecture, civil and structural engineering, economic consulting / real estate development advisory services, landscape architecture, land use planning, and environmental engineering.

Bid Information:

A Sealed Request for Qualifications B15060 was issued and received for Design Service for Waterfront Development on May 12, 2015 at 11:00

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	265 engineers and 180 architects	Number of Responses:	8 and 1 no bid
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	Union Studios	Fund:	
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

Exhibit A – B15060 Bid Results
Exhibit B – B15060 Draft Contract Documents

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

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



288 Central Avenue
Dover, New Hampshire 03820-4169

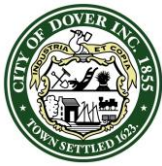
(603) 516-6030
Fax: (603) 516-6097
www.dover.nh.gov

City of Dover, New Hampshire

OFFICE OF THE FINANCE DIRECTOR

RESULTS #B15060 **Design Services for Water Front Development**

<i>Vendor</i>	<i>Short listed</i>
JSA Inc Portsmouth NH	
Union Studio Providence RI	Yes
VHB Bedford NH	Yes
NBBJ LP Boston MA	Yes
Abramson & Associates Newton MA	
BETA Group Lincoln RI	Yes
Mitchell and Associates Portland Me	
Greenman-Pedersen Inc Portsmouth NH	
TriTech Engineering Corp	No Bid



CITY OF DOVER

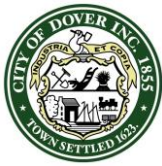
288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

AGREEMENT

THE CITY OF DOVER, a municipal corporation, 288 Central Avenue, Dover, New Hampshire 03820 and **UNION STUDIO ARCHITECTURE & COMMUNITY DESIGN**, a Rhode Island corporation registered to do business in New Hampshire, 140 Union Street, Providence, Rhode Island 02903, who for valuable consideration agree as follows (the "Agreement"):

DRAFT

1. **Purpose.** This Agreement refers to and incorporates the provisions of a Request for Proposal RFP #B15060 entitled "Design Services for Waterfront Development" issued by the City of Dover. Specifically, this Agreement is for a design team to assist the Cochecho Waterfront Development Advisory Committee in achieving the goal of revitalization of the City-owned River Street parcel.
2. **Agreement Documents.** The Agreement shall include and consist of the following documents (the "Agreement Documents"):
 - a. Agreement and Exhibit A, Design Team Scope of Services and Fees dated October 21, 2015 (7 pages);
 - b. RFP #B15060 issued by the City of Dover (5pages);
 - c. Response of the Vendor.
3. **Scope of Services.** The Vendor shall perform all work specified and required by the Agreement Documents listed in section 2 above. Should there be inconsistencies between the terms of any of the Agreement Documents, precedence shall be as follows: 1) the Agreement and Exhibit A; 2) the terms of RFP #B15060; 3) response of the Vendor; and 4) any schedules.
4. **Changes in the Cost of the Work and the Scope of Services.** Changes to the cost of the work and the Scope of Services shall be made in writing by mutual agreement prior to the performance of the work.
5. **Term.** The Vendor shall commence work upon the execution of this Agreement and issuance of a Purchase Order by the City of Dover. All services to be performed under this Agreement shall become effective upon the signing of the Agreement and run for one year.
6. **Cost and Payment.** The City of Dover shall pay the Vendor an amount not to exceed ONE HUNDRED SEVENTY THOUSAND (\$170,000.00) DOLLARS for services within the Scope of Services. The City of Dover shall pay the Vendor within thirty



CITY OF DOVER

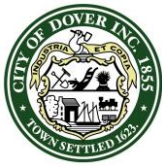
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(30) days upon performance and presentation of an invoice supplied by the Vendor detailing the work performed.

7. Insurance.

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

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

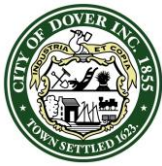


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associates, or any of them. This covenant shall survive the termination of this Agreement.

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



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with legal counsel prior to signing.

18. **Personnel.** The Vendor shall at its own expense provide all personnel necessary to perform the work under this Agreement. The Vendor warrants that all personnel shall be qualified to perform the work under the Scope of Services and shall be properly licensed and otherwise authorized to do so under all applicable laws.

19. **Assignment/Delegation/Subcontracts.** The Vendor shall not assign, or otherwise transfer, any interest in this Agreement without the prior written consent of the City of Dover. None of the services shall be subcontracted by the Vendor without the prior written consent of the City of Dover.

20. **Contractor's Relation to the City of Dover.** In the performance of this Agreement the Vendor is in all respects an independent contractor and is neither an agent nor an employee of the City of Dover. Corporations must be in good standing with the Secretary of State's Office in the state of incorporation and registered to conduct business in the State of New Hampshire.

21. **Confidentiality.** Confidentiality of information/data held by the City of Dover under this Agreement shall be governed by New Hampshire RSA Chapter 91-A.

22. **Amendment.** This Agreement may be amended, waived, or discharged only by an instrument in writing signed by the parties hereto.

DRAFT

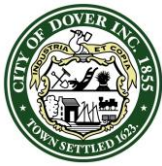
23. **Construction and Headings.** The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party. The headings throughout this Agreement are for reference purposes only, and the words contained therein shall in no way be used to explain, modify, amplify, or aid in the interpretation, construction, or meaning of the provisions of this Agreement.

24. **Notice.** Any notice by a party hereto to the other party to this Agreement shall be provided as follows:

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

To Union Studio
140 Union Street
Providence, RI 02903

25. **Severability.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement shall remain in full force and effect. The



CITY OF DOVER

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parties agree to reform this Agreement to replace any such invalid or unenforceable provision with a valid enforceable provision that comes as close as possible to the intention of the stricken provision.

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

Signatures To Follow.

UNION STUDIO ARCHITECTURE & COMMUNITY DESIGN

DRAFT

Date

Duly Authorized

CITY OF DOVER

J. Michael Joyal, Jr., City Manager

Date

Project Management (included in all phase/tasks – not separate line item)

1. *Coordination with design team, city staff and CWDAC*
2. *Track project progress against timeline and budget*

Task 1: Pre-Design

1. Gather and review existing plans, studies, maps, etc.
2. Visit site and surroundings to gain understanding of site / neighborhood (half day in Dover)
 - a. Session with City/CWDAC to get their thoughts on project history and direction
 - b. Site tour with City/CWDAC representatives
 - c. Meet with local stakeholders to get their input and understand their potential plans
3. Analyze and document (text, maps, graphics) collected data to determine key issues/characteristics of site with respect to suitability for future development including a preliminary understanding of the following:
 - a. Contaminated Soil and Tannery Waste Remediation
 - b. Projected Sea Rise/Shoreline Stabilization
 - c. Riverfront Park Program Elements
 - d. Bluff Excavation/Site Grading
 - e. Boathouse/Dock Design
 - f. Street Layout
 - g. Utility Layout
 - h. Storm Water Infrastructure Design
4. Preliminary review of major Dover projects over past year and preliminary, generic cost estimates for major public improvements, site costs
5. Hold preliminary meetings with key representatives of permitting agencies to identify required permits/critical issues and establish conceptual process for approvals

Task 2: Preliminary Site Concepts

1. Generate a series of initial site concepts/diagrams that explore various options for site layout, bluff excavation, waste remediation, etc. with preliminary cost implications
2. Meet with City/CWDAC to share site analysis findings and preliminary site concepts as well as potential RFP approaches

Task 3: Draft Concept Plans

1. Based on input from City/CWDAC, refine initial concepts into two or three Draft Concept Plans, each of which will include the following:
 - a. Preliminary site layout and program
 - b. Conceptual park design(s) including boathouse/dock location
 - c. Waste remediation approach
 - d. Sea rise/shoreline approach
 - e. Conceptual utility and stormwater approach
 - f. Preliminary economic analysis
2. Meet with City/CWDAC to share draft concept plans and strategize preferred approach for public aspects of the project.

Task 4: Contaminated Soil and Tannery Waste Remediation Strategy

1. Concurrent to the above design tasks, the team will address the on-site contaminated soil and tannery waste remediation strategy as outlined in the attached GZA proposal which includes:
 - a. Project file review and coordination meetings
 - b. Construction sequencing, planning, permitting and spill prevention, control, and countermeasure plan (SPCC) plan development
 - c. Development of project specifications
 - d. Construction related activities as outlined in the GZA proposal *are not included* in this phase

Task 5: Dock Design and Permitting

1. Concurrent to the above design tasks, the team will also do the engineering/permitting for a new dock whose location will be determined during the design process.

Fee Structure:**Fixed Fee: Conceptual Design (Tasks 1-3)**

Design related tasks (Tasks 1-3) will be fixed fee and billed per task as completed on a percentage basis:

Task 1: Pre-Design	\$35,000
Task 2: Preliminary Site Concepts	\$24,000
Task 3: Draft Concept Plans	\$50,000
Total Fixed Fee	\$109,000

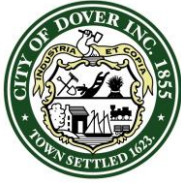
Time and Materials: Fast Tracked Engineering (Tasks 4 and 5)

The soil remediation and dock design tasks (Tasks 4 and 5 respectively) will be billed on a time and materials basis:

Task 4: Soil Remediation	\$41,000 (Estimated*)
Task 5: Dock Design/Permitting	\$20,000 (Estimated)
Total Time and Materials	\$61,000 (Estimated*)

Total Fixed Fee plus Time/Materials \$170,000 (Estimated*)

* Includes \$5,000 budget for potential AOT permit application preparation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2015.10.28 – 145**

Resolution Re: Reprogram Authorizations for Washington Street Railroad
Bridge Project to Community Multi Use Trail Newington
Dover Branch

WHEREAS: In the FY2007 CIP and in the FY 2011 CIP City Council appropriated TIP reserve funds of \$10,000 and \$60,000 respectively, for the Washington Street Railroad Bridge project local match; and

WHEREAS: At this time the City has been informed by with the NH Department of Transportation that the Washington Street Railroad Bridge project will not be undertaken and the City's portion of required match is deobligated; and

WHEREAS: The City was notified by the State of NH Department of Transportation that the City was being awarded a Transportation Alternatives Program grant, which funds 80% of proposed Community Trail work and the City is required to fund the matching 20%; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following TIP Reserve capital budget appropriation for Washington Street Railroad Bridge project, is reprogrammed to Community Multi Use Trail Newington Dover Branch project as follows:

Project Number	Description	Available TIP Funds	Adjustment	Adjusted Balance
4007.1.180.43122.4752.03332.07	Washington St Bridge @ Arch St.	7,751.81	(7,751.81)	0.00
4011.1.180.43122.4752.03332.11	Washington St Bridge @ Arch St.	60,000.00	(60,000.00)	0.00
4007.1.180.43122.4715.03370.07	TIP Multi Use Community Trail	0.00	7,751.81	7,751.81
4011.1.180.43122.4715.03370.11	TIP Multi Use Community Trail	0.00	60,000.00	60,000.00
Totals		67,751.81	0.00	67,751.81

AND, FURTHER BE IT RESOLVED THAT:

The FY2007 CIP appropriation of \$90,000 and the FY2011 CIP appropriation of \$540,000, representing the Federal/State portions of funding for Washington Street Railroad Bridge project, is hereby rescinded.

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage.

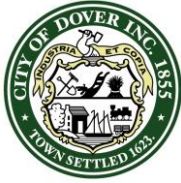
AUTHORIZATION

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.

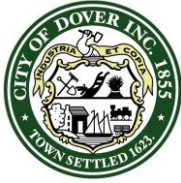
Resolution Number: **R - 2015.10.28 – 145**
Resolution Re: Reprogram Authorizations for Washington Street Railroad
Bridge Project to Community Multi Use Trail Newington
Dover Branch

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 - 2015.10.28 – 145**

Resolution Re: Reprogram Authorizations for Washington Street Railroad Bridge Project to Community Multi Use Trail Newington Dover Branch

RESOLUTION BACKGROUND MATERIAL:

In the FY2007 CIP the Dover City Council appropriated \$10,000 of TIP Reserve funds for the Washington Street Railroad Bridge project and in FY 2011 the City Council appropriated \$60,000 of TIP Reserve funds for the Washington Street Railroad Bridge project. A portion of the FY2007 TIP Reserve funding in the amount of \$2,248.19 was expended for initial evaluation of the site and project scope. This leaves a balance of \$7,751.81 FY07 funding and \$60,000 FY11 funding to be reprogrammed to another CIP project.

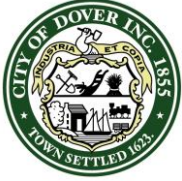
The City included money in the Capital Improvements Program for completing a rehabilitation of the Washington Street railroad road arch, over the railroad line. This was a project requested by the State of New Hampshire, which the City had agreed to complete, with a 10% city match for the project. In 2014 the Department of Transportation for the State of New Hampshire alerted staff that they would no longer be completing that project and released the City's obligation for funds.

In 2014 the DOT announced that there was grant availability for Transportation Alternatives Programs (TAP). This grant program was for 80% of work to expand and complete alternative transportation projects, such as bike routes, connecting residential to commercial and furthering safe routes to schools. The City applied for a grant of \$320,000 from the TAP program, and was awarded the grant in winter 2015. The TAP grant was written to expand and complete the Community Trail project. The Community Trail, as outlined in the 2000 Transportation Chapter of the Master Plan is to reach between Bellamy Park, through the Dover Middle School/High School, to Durham Road/Central Avenue, and then follow a former railroad bed from Central Avenue to Watson Road. To date an urban portion of the trail exists from Fisher Street to the Transportation Center, and a rural portion exists from Beckwith Park to Watson Road.

The proposed funding will complete the connection between Central Avenue and Fisher Street to complete the urban portion. This funding will pay for design engineering services, as well as construction of a paved trail over the former railroad bed. Additionally, the funding will be used to complete a stairway connection on Fourth Street down along the river bank and a rural construction of the trail from Fourth Street to Beckwith Park. Finally, if funding allows we will install kiosks, similar to the one at the Transportation Center at key points along the trail.

In order to provide the local match for the TAP program grant, staff identified the previously set aside local match for the Washington Street project. The reprogramming of the \$67,751 TIP funding, added to an existing \$19,977 TIP Reserve appropriation for the Community Trail will provided the necessary local match for the TAP grant. This funding was included in the Transportation Improvements Program Reserve funding and is part of the monies collected at the time of automobile registration. There will be no impact to taxpayers to reappropriate this money from the Washington Street project to the TAP funding for the Community Trail.

This resolution does not authorize any additional appropriation. This resolution does not authorize an increase in the indebtedness of the City.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O-2015.10.28 – 022**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **19 – Winter Parking**

The City of Dover Ordains:

1. PURPOSE

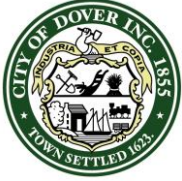
The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding language to Section 19. Winter Parking to include a new Paragraph C.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-19 as follows:

166-19. Winter Parking. [Amended on 11-16-83 by Ord. No. 31-83; Amended on 03-11-87 by Ord. No. 5-87; Amended on 11-11-98 by Ord. No. 15-98; Amended on 02-11-2015 by Ord. No. 2015.01.28-002]

- A. No ~~P~~erson shall, between the hours of 1:00 a.m. and 6:00 a.m. from the first day of December to the first day of April, park or allowed to be parked any ~~motor~~ Vehicle on any street or sidewalk within the City of Dover. The Chief of Police may, when deemed necessary because of weather conditions, suspend enforcement of this section upon giving notification of said suspension to the City Manager. Any Vehicle parked on any public way contrary to the provisions of this section and interfering with municipal snow removal operations, shall, at the request of the Public Works Department, be towed from its place and stored as directed by the Police Department. The expenses of both towing and storage shall be paid by the owner of the Vehicle before reacquiring the same.
- B. The Chief of Police shall have the authority, after consultation with the Community Services Director, to declare an emergency parking ban affecting some or all City streets to facilitate municipal snow removal operations. The same public notification requirements contained in 166-3.B shall apply. Any Vehicle which is parked on a public way during an emergency parking ban time period and which is interfering with municipal snow removal operations shall be towed from its place and stored; The expenses of both towing and storage shall to be paid by the owner of the Vehicle before reacquiring the same. [Amended on 04-20-2005 by Ord. No. 10-2005; Amended 11-13-2013 by Ord. No. 2013.10.09-013; Amended on 02-11-2015 by Ord. No. 2015.01.28-002]
- C. The Chief of Police shall have the authority to post specific areas within City controlled parking lots as no parking during the winter parking ban set forth in 166-19.A. Any Vehicle parked in any City controlled parking lot contrary to the provisions of this section shall, at the request of the Community Services Department, be towed from its place and stored as directed by the Police Department. The expenses of both towing and storage shall be paid by the owner of the Vehicle before reacquiring the same.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O-2015.10.28 – 022**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **19 – Winter Parking**

D. Chronic Offenders. Any ~~P~~erson with five (5) violations in a season will be fined one hundred dollars (\$100.00) for each subsequent offense. In addition to a fine, any ~~V~~ehicle to be found in violation of the aforementioned provisions may be towed by the direction of the Police Department. The expenses of both towing and storage shall be paid by the owner of the Vehicle before reacquiring the same. ~~and the expense of said towing will be at the expense of the owner of the vehicle.~~ [Added on 11-11-98 by Ord. No. 15-98]

E. The provisions of 166-19.A shall not apply to a ~~V~~ehicle parked on First Street that is displaying a valid First Street Resident permit or First Street Business permit issued by the Police Department as authorized in 166-18.A. [Added on 02-11-2015 by Ord. No. 2015.01.28-002]

3. AMENDMENT

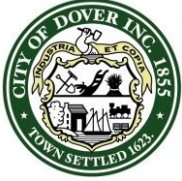
Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-30.A(3) as follows:

166-30. First Notice of Violation; Payment Tables. [Amended on 03-25-88 by Ord. No. 28-87; Amended on 04-19-2000 by Ord. No. 03-2000; Amended on 03-20-2002 by Ord. No. 15-2002; Amended on 04-20-2005 by Ord. No. 06-2005; Amended on 01-26-2011 by Ord. No. 2011.01.12-2; Amended on 07-11-2012 by Ord. No. 2012.05.09-8; Amended 11-13-2013 by Ord. No. 2013.10.09-013; Amended on 02-11-2015 by Ord. No. 2015.01.28-003]

Late Notice - If the fine indicated for the initial violation is not paid within ten (10) days, the Chief of Police shall send a late notice to the owner of the ~~V~~ehicle. Such notice shall be sent to the primary owner as listed with the motor vehicle department of the state in which the ~~V~~ehicle is registered. The late notice shall be sent by First Class mail and shall instruct the ~~V~~ehicle owner that they may avoid further prosecution and fine by paying the City of Dover the amount in the applicable payment schedule for that violation.

A. All parking violations enumerated in 166-16 through 166-46 shall be TABLE A violations, except as follows:

- (1) Violations of Section 166-16.E.1, 166-16.F, 166-17.A.9, 166-17.A.12, 166-17.E, 166-34.C.4 shall be TABLE B violations. [Amended on 03-11-2015 by Ord. No. 2015.02.25-009]
- (2) Violations of Section 166-17.A.11 and 166-17.F shall be TABLE C violations.
- (3) Violations of Section 166-19.~~D~~E shall be subject to the provisions of that section.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

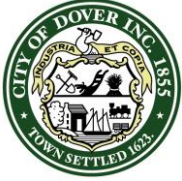
Ordinance Number: **O-2015.10.28 – 022**
 Ordinance Title: **Vehicles and Traffic**
 Chapter: **166**
 Section: **19 – Winter Parking**

B. Parking violation tables shall be as follows:

(1)		TABLE A	
(A)	INITIAL VIOLATION:	Fifteen dollars	\$15.00
(B)	LATE NOTICE (10 days after violation)	Thirty dollars	\$30.00
(C)	14 DAYS AFTER LATE NOTICE:	Fifty dollars	\$50.00
(D)	AFTER NOTIFICATION TO COLLECTIONS AGENCY	Sixty dollars	\$60.00
(E)	MINIMUM COURT FINE		\$100.00

(1)		TABLE B	
(A)	INITIAL VIOLATIONS	Fifty dollars	\$50.00
(B)	LATE NOTICE (10 days after violation)	Seventy dollars	\$70.00
(C)	14 DAYS AFTER LATE NOTICE	One-hundred dollars	\$100.00
(D)	AFTER NOTIFICATION TO COLLECTION AGENCY	One-hundred-twenty dollars	\$120.00
(E)	MINIMUM COURT FINE	One-hundred-fifty dollars	\$150.00

(1)		TABLE C	
(A)	INITIAL VIOLATIONS	Two-hundred-fifty dollars	\$250.00
(B)	LATE NOTICE:	Two-hundred-fifty dollars	\$250.00
(C)	14 DAYS AFTER LATE NOTICE	Two-hundred-fifty dollars	\$250.00
(D)	AFTER NOTIFICATION TO COLLECTION AGENCY	Three-hundred dollars	\$300.00
(E)	MINIMUM COURT FINE	Three-hundred dollars	\$300.00



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O-2015.10.28 – 022**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **19 – Winter Parking**

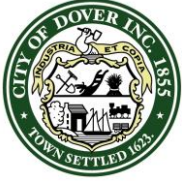
4. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O-2015.10.28 – 022**
Ordinance Title: **Vehicles and Traffic**
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DOCUMENT HISTORY:

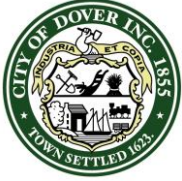
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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:

The Parking Commission has recommended that the Chief of Police have the authority to post parking lots to direct where vehicles may be parked in the lot during the winter parking ban in order to make snow and ice treatment more efficient.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O-2015.10.28 - 023**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **21 – Resident Parking Permit**

The City of Dover Ordains:

1. PURPOSE

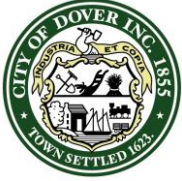
The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding language to Section 21. Resident Parking Permit, Paragraph C to include the Metered Parking Garage.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-21.C as follows:

166-21. Resident Parking Permit. [Added on 04-27-83 by Ord. No. 10-83; Repealed on 08.13.2008 by Ord. No. 2008.07.23-6; Added on 04-15-2015 by Ord. No. 2015.03.25-010]

- A. The Police Department is authorized to sell and distribute parking permits for residents of downtown who reside within two hundred (200) feet of an authorized residential parking area.
- B. A maximum of two (2) residential parking permits may be issued per legal residential unit upon certification that on-site parking is unavailable. Permits shall be assigned to specific Vehicles owned by occupants of such residential unit. Permits are only valid for the nearest parking area designated by the Police Department for a particular residential unit.
- C. Authorized residential parking areas include the Metered Parking Garage and City controlled parking lots that are not leased or deeded to a third party excluding the Orchard Street Parking Lot. In addition, the following streets qualify for residential permit parking: First Street, Second Street, Main Street and School Street (angled parking spaces only).
- D. In accordance with 166-18.C, residential parking permits are only available for the McConnell Center/Library parking lot during the months of the Winter Parking Ban.
- E. Residential parking permits are not intended for long term storage of Vehicles and any Vehicle remaining in the same space for more than five (5) consecutive days without notification to and the approval of the Police Department shall have its permit revoked, and the Vehicle may be towed at the owner’s expense. Notice of this requirement shall be provided with each residential parking permit issued.
- F. The Police Department, on a yearly basis, shall verify the residential status of each permit holder and require a signed statement from the applicant as to their qualifications to obtain a residential parking permit.
- G. Accepted documentation to qualify for a residential permit are a lease or utility bill in the applicant’s name demonstrating a qualified address, and absent either of those two, a Vehicle registered to a qualified address and verification by the property owner.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O-2015.10.28 - 023**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **21 – Resident Parking Permit**

- H. Any misrepresentation regarding the application for or use of a residential parking permit, any unauthorized transfer of the permit, or any other misuse of the permit shall be cause for its revocation by the Police Department.
- I. 166.21 does not authorize resident parking permits for residential developments that have insufficient on-site parking and were approved as “commercial ventures” by the Planning Board.
- J. The rate for the permits shall be set and/or adjusted by the City Council during the annual Fee Schedule adoption.

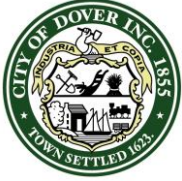
3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.2.

Ordinance Number: **O-2015.10.28 - 023**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **21 – Resident Parking Permit**

DOCUMENT HISTORY:

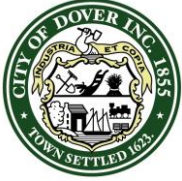
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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:

The Parking Commission has recommended that the remaining surface spaces in the Orchard Lot, after the garage is open, be reserved for customers/visitors. Resident permits should be authorized for the Parking Garage, not the public surface spaces.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.3.

Ordinance Number: **O-2015.10.28 - 024**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **38 – Unlawful Acts; Separate Violations**

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding language to Section 38. Unlawful Acts; Separate Violations, Paragraph C to include the Metered Parking Garage, and by adding a new Paragraph J.

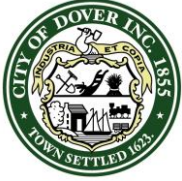
2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-38 as follows:

166-38. Unlawful Acts; Separate Violations. [Amended on 8-24-2015 by Ord. No. 2015.07.08-014]

The following shall be considered violations of this Article:

- A. It shall be unlawful for any Person to park or allow any Vehicle registered in their name to be parked in a Parking Meter Zone so that Vehicle is not entirely within the area designated or delineated by lines or markings.
- B. It shall be unlawful for any Person to park or allow any Vehicle registered in their name to be parked in excess of nineteen (19) feet in overall length in a Multi-Space Parking Meter Zone except as provided in 166-39.
- C. It shall be unlawful for any Person to park or allow any Vehicle registered in their name to be parked or left standing in any area where parking is controlled by a Multi-Space Parking Meter:
 1. Without purchasing a receipt from said Multi-Space Parking Meter for such parking or standing time.
 2. Without displaying any receipt so purchased ~~from~~ a Multi-Space Parking Meter in a position on the dashboard of the Vehicle in order that the time printed on said receipt ~~is may be~~ clearly visible from outside the Vehicle, except in a Metered Parking Garage wherein such receipt display is not required.
 3. After parking or standing time which has been purchased has expired.
 4. Displaying an altered or falsified receipt or any receipt that has not been purchased from the Multi-Space Parking Meter controlling the parking space in which the Vehicle displaying the receipt is parked.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.3.

Ordinance Number: **O-2015.10.28 - 024**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **38 – Unlawful Acts; Separate Violations**

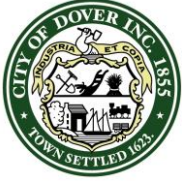
~~5. Exception: No Multi-Space Parking Meter receipt is required for a Metered On-Street Parking Space of less than fifteen (15) minutes. This exception does not apply to Metered Parking Lots or a Metered Parking Garage.~~

~~6. In excess of the posted time limits.~~

5. In excess of the posted time limits.

6. No Multi-Space Parking Meter receipt is required for a Vehicle parked in a Parking Meter Zone for less than fifteen (15) minutes; this exception does not apply to Metered Parking Lots or a Metered Parking Garage.

- D. Each violation of the acts described in Subsection C.(1) to ~~(5) (4) and (6)~~ shall constitute a separate violation and additional violation.
- E. It shall be unlawful for any Person to park or allow any Vehicle registered in their name to remain parked in a Parking Meter Zone when time purchased on the Parking Meter for that space has expired, except as provided in 166-37.
- F. It shall be unlawful for any Person to park or allow any Vehicle registered in their name to be parked or left standing on any Public Highway or part of a Public Highway within the City in a Parking Meter Zone without conforming to the provisions of this Article.
- G. It shall be unlawful for any Person to park in a Metered On-Street Parking Space with a receipt from a Multi-Space Parking Meter in a Metered Parking Lot or a Metered Parking Garage.
- H. Where a violation of this Article is found, each additional one (1) hour that a Vehicle is so parked in violation shall constitute a separate additional violation.
- I. ~~Exceptions:~~ The previous provisions of this Article shall not apply to City owned Vehicles or to Persons who are disabled and have obtained permission to park from the Chief of Police.
- J. Chronic Offenders. Any Person with five (5) violations of any paragraph of 166-38.C, E & G or 166-44 in a calendar year for any Metered On-Street Parking Space shall be fined one hundred dollars (\$100.00) for each subsequent offense.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.3.

Ordinance Number: **O-2015.10.28 - 024**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **38 – Unlawful Acts; Separate Violations**

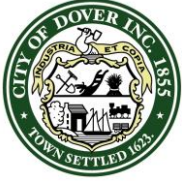
3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.3.

Ordinance Number: **O-2015.10.28 - 024**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **38 – Unlawful Acts; Separate Violations**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

This ordinance updates the metered parking regulations to facilitate the Pay by Space meter system being deployed in the parking garage. The Pay by Space system does not require a driver to display their receipt on their vehicle's dashboard. The Parking Commission has recommended adding Metered Parking Garage language to Section C.(2) and (6).



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.4.

Ordinance Number: **O – 2015.10.28 - 025**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **50 Schedule C: Stop Intersections
Fourth and Grove Streets**

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by changing the intersection of Grove and Fourth Streets from a two way to an all-way stop.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-50 “SCHEDULE C: Stop Intersections” as follows:

- a. The following is added to Schedule C:

STOP SIGN ON:

Fourth Street

AT INTERSECTION OF:

Grove Street

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by:

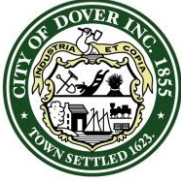
Karen Weston
Mayor

Approved as to Legal
Form and Compliance:

Anthony Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 13.C.4.	
	Ordinance Number:	O – 2015.10.28 - 025
	Ordinance Title:	Vehicles and Traffic
	Chapter:	166
Section:	50 Schedule C: Stop Intersections Fourth and Grove Streets	

DOCUMENT HISTORY:

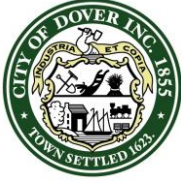
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was unanimously recommended by the Transportation Advisory Commission after considering residents’ safety concerns and the warrant requirements in the Manual of Uniform Traffic Control Devices. The TAC reviewed a summary of crash history at this intersection and traffic count reports provided by the Police Department.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2015.10.28 – 026 Ordinance Title: Vehicles and Traffic Chapter: 166 Section: 50 Schedule C: Stop Intersections Emerald Lane and Susannah’s Crossing	Agenda Item#: 13.C.5.

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by creating an all-way stop at the intersection of Emerald Lane and Susannah’s Crossing.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-50 “SCHEDULE C: Stop Intersections” as follows:

- a. The following is added to Schedule C:

<u>STOP SIGN ON:</u>	<u>AT INTERSECTION OF:</u>
<u>Emerald Lane</u>	<u>Susannah’s Crossing</u>
<u>Susannah’s Crossing</u>	<u>Emerald Lane</u>

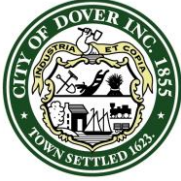
3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.5. Ordinance Number: O – 2015.10.28 – 026 Ordinance Title: Vehicles and Traffic Chapter: 166 Section: 50 Schedule C: Stop Intersections Emerald Lane and Susannah's Crossing
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DOCUMENT HISTORY:

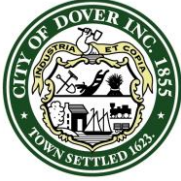
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was unanimously recommended by the Transportation Advisory Commission. Installation of these stop signs was also one of the Planning Board's conditions of approval for this space subdivision, as approved at its June 23, 2015 meeting. The signs will be installed by the builder at the direction of City staff.

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY OF DOVER - ORDINANCE</th></tr> <tr> <td colspan="2">Agenda Item#: 13.C.6.</td></tr> <tr> <td>Ordinance Number:</td><td>O – 2015.10.28 – 027</td></tr> <tr> <td>Ordinance Title:</td><td>Vehicles and Traffic</td></tr> <tr> <td>Chapter:</td><td>166</td></tr> <tr> <td>Section:</td><td>56 Schedule I: No Parking at Any Time Brick Road</td></tr> </table>	CITY OF DOVER - ORDINANCE		Agenda Item#: 13.C.6.		Ordinance Number:	O – 2015.10.28 – 027	Ordinance Title:	Vehicles and Traffic	Chapter:	166	Section:	56 Schedule I: No Parking at Any Time Brick Road
CITY OF DOVER - ORDINANCE													
Agenda Item#: 13.C.6.													
Ordinance Number:	O – 2015.10.28 – 027												
Ordinance Title:	Vehicles and Traffic												
Chapter:	166												
Section:	56 Schedule I: No Parking at Any Time Brick Road												

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by restricting on-street parking on a portion of Brick Road near Central Avenue.

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:

a. The following is added to Schedule I:

STREET:

Brick Road

LOCATION:

Northerly side, from the intersection of Central Avenue easterly for a distance of 100 feet

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by:

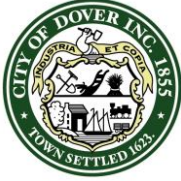
Karen Weston
Mayor

Approved as to Legal
Form and Compliance:

Anthony Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.6. Ordinance Number: O – 2015.10.28 – 027 Ordinance Title: Vehicles and Traffic Chapter: 166 Section: 56 Schedule I: No Parking at Any Time Brick Road
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DOCUMENT HISTORY:

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

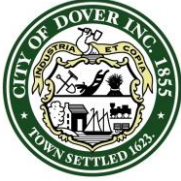
DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

This ordinance revision was recommended by the Transportation Advisory Commission after reviewing resident concerns regarding traffic safety here because of the narrow roadway. There is a multifamily housing property located on the southern side of Brick Road, at the corner of Central Avenue. The tenants have head in parking, and back out onto Brick Road. When there is a car parked on the opposite side of the street, the tenants are not able to back out safely. The roadway was made narrower with the installation of a sidewalk on the northerly side between Central Avenue and the new Jefferson Drive residential complex. Vehicles turning off Central Avenue occasionally encounter a car coming in the opposite direction with no room for both to pass when any car is parked on the north side. Accounting for the existing curb cuts and driveways, this restriction effectively eliminates two on-street parking spaces.

Document Created by: Police	O-2015.10.28 Chapter 166-56 Schedule I No Parking at Any Time.
Document Posted on: October 21, 2015	Brick Road:No Parking at Any Time.Brick Road
	Page 2 of 2

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.7. Ordinance Number: O – 2015.10.28 – 028 Ordinance Title: Vehicles and Traffic Chapter: 166 Section: 56 Schedule I: No Parking at Any Time Portland Avenue
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by restricting on-street parking on a portion of Portland Avenue near the Dover Ice Arena.

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:

- a. The following is added to Schedule I:

STREET:

Portland Avenue
[Added on 07-13-83 by Ord. No. 21-83]

LOCATION:

~~Within 20 feet of the entrance to the Dover Arena~~
Westerly side, from the intersection of Oak Street
southerly for a distance of 600 feet

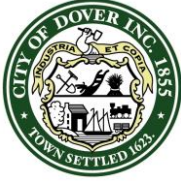
3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.7. Ordinance Number: O – 2015.10.28 – 028 Ordinance Title: Vehicles and Traffic Chapter: 166 Section: 56 Schedule I: No Parking at Any Time Portland Avenue
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DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

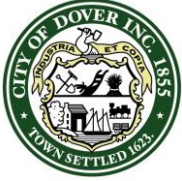
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason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

ORDINANCE BACKGROUND MATERIAL:

This parking restriction is not new; it was already incorporated into the traffic pattern and layout (through pavement markings) when the entrance/exit driveways to the Dover Ice Arena were expanded in the early 2000's. This ordinance revision is a "housekeeping" measure to make the language of city code more consistent with the current layout, which has the entrance driveway separate from the exit driveway. 600 feet is the distance from Oak Street to a point just beyond the exit driveway, where on street parking begins.

This ordinance revision was recommended by the Transportation Advisory Commission.

Document Created by: Police	O-2015.10.28 Chapter 166-56 Schedule I No Parking at Any Time.Portland Avenue:No Parking at Any Time.Portland Avenue
Document Posted on: October 21, 2015	Page 2 of 2



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.8.

Ordinance Number: **O-2015.10.28 – 029**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Sections: **16, 57 and 59**

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166, entitled “Vehicles and Traffic” by adding language to Section 16.General Parking Restrictions, Section 57.SCHEDULE J: Limited Time, and Section 59.SCHEDULE L: Parking Meter Zones to include language regarding posted spaces.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-16. General Parking Restrictions, Paragraph E. as follows:

166-16. General Parking Restrictions.

A. Truck Parking

Vehicles over nineteen (19) feet in overall length, with permission of the Chief of Police or his/her designated representative, may stop and unload merchandise in a parking space but under no circumstances shall any Vehicle obstruct or impede the free flow of traffic.

B. Designation of taxicab stands and bus stops.

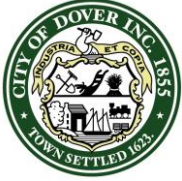
The Chief of Police may establish bus stops and taxicab stands on such public streets and in such places and such numbers as shall be determined to be of the greatest benefit and convenience to the public, and every such bus stop or taxicab stand shall be designated by an appropriate sign. It shall be unlawful for the owner/operator, owner or Person having custody of any Vehicle other than a bus or taxicab to park or permit same to be parked in an officially designated bus stop or taxicab stand.

C. Loading and unloading zones.

The Chief of Police may establish loading and unloading zones which shall be marked by appropriate signs. It shall be unlawful for the owner of any Vehicle or any Person having custody to any Vehicle to park said Vehicle or permit the same to be parked in any zone designated as a loading or unloading zone unless actually engaged in loading and unloading.

D. Parking of commercial Vehicles.

- (1) It shall be unlawful for the driver of any bus or taxicab to stand or park upon any street in any business district at any place other than a bus stop or taxicab stand, except while actually engaged in taking on or leaving passengers.



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Sections: **16, 57 and 59**

(2) No tractor-trailer combination or other truck, shall park on the travel portion of the street for the purpose of loading or unloading on Monday through Saturday, between the hours of 11:00 a.m. and 1:00 p.m. and from 3:30 p.m. to 6:00 p.m. upon the streets indicated in Schedule K (166-58).

(3) This section of the Chapter shall not apply to trucks used on said streets for emergency purposes or while engaged in highway or other necessary maintenance or repairs.

E. Restricted Parking. [Added 10-02-96 by Ord. No. 13-96]

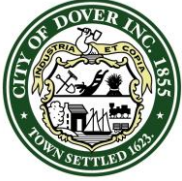
(1) Henry Law Park. No ~~P~~erson shall park a ~~V~~ehicle in designated parking at Henry Law Park and Recreation Facility unless they are a City Employee on ~~C~~ity business or are present and using the recreational facility or grounds at Henry Law Park. The parking of ~~V~~ehicles for any other purpose is prohibited. Violators shall be subject to Table B fines under 166-30.

(2) Summer Street. No ~~P~~erson, except for visitors to the Woodman Institute, shall be allowed to park on the northerly side of Summer Street from the intersection with Central Avenue westerly for one hundred twenty (120) feet, during operating hours when the Woodman Institute is open for the season. Signage shall be posted that indicates the hours, days and/or months of the restricted parking, based on the Woodman Institute's operating hours. Violators shall be subject to Table A fines under 166-30. **[Added on 03-11-2015 by Ord. No. 2015.02.25-009]**

(3) Orchard Street. No Person, except for visitors to the Dover Police Station, shall be allowed to park in the three (3) posted police station visitor spaces in front of 40 Chestnut Street (Cocheco Park Apartments). Violators shall be subject to Table A fines under 166-30.

F. Parking for Primary Purpose of Advertising Prohibited. [Added 10-19-2005 by Ord. No. 19-2005]

No ~~P~~erson shall park a ~~V~~ehicle upon any public way for the primary purpose of advertising goods or services, except as provided in Chapter 133 – Peddlers and Vendors. Violators shall be subject to Table B fines under 166-30.



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3. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-57.SCHEDULE J, Paragraph D. as follows:

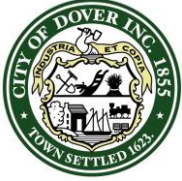
- D. In accordance with the provisions of 166-22, it shall be unlawful for the owner or operator of any Vehicle to park for more than fifteen (15) minutes in the following described locations:
[Amended on 8-24-2015 by Ord. No. 2015-07.08-015]

<u>STREET</u>	<u>LOCATION</u>
Green Street	<u>Two (2) spaces on northerly side in front of Waldron Towers</u>
<u>Orchard Street</u>	<u>Two (2) posted spaces in front of 40 Chestnut Street (Cocheco Park Apartments)</u>
<u>Orchard Street</u>	<u>Two (2) posted spaces in the northeast corner of the lot</u>

4. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-59.SCHEDULE L: Parking Meter Zones under METERED PARKING LOT as follows:

<u>METERED PARKING LOT</u>	<u>LOCATION</u>
Belknap Lot	320 Central Avenue and 18 Locust Street southerly of Washington Street between Central Avenue and Locust Street
<u>Locust Street Lot</u>	<u>17 St. Thomas Street and 33 Locust Street north of the intersection of Locust Street and Chestnut Street</u>
Orchard Street Lot [Amended on 8-24-2015 by Ord. No. 2015.07.08-016]	North of Orchard Street southerly of the Cocheco River between Central Avenue and Chestnut Street with the exception of two (2) posted spaces in the northeast corner of the lot, and two (2) posted spaces in front of 40 Chestnut Street (Cocheco Park Apartments) that are free fifteen (15) minute limit spaces, <u>and three (3) posted police station visitor spaces in front of 40 Chestnut Street (Cocheco Park Apartments)</u>



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<u>River Street Lot</u>	<u>31 River Street easterly of the Coheco River and north of Henry Law Avenue</u>
Third Street Lot	North of Third Street southerly of the railroad tracks between Chestnut Street and Central Avenue
Transportation Center Lot	33 Chestnut Street westerly of Chestnut Street between First Street and Third Street
River Street Lot	31 River Street easterly of the Coheco River and north of Henry Law Avenue

5. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

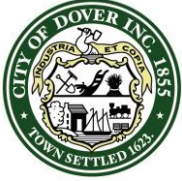
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



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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:

The Parking Commission has recommended that language regarding posted parking spaces be added to Chapter 166 in relevant sections. These three spaces are directly across from the front door to the new police station. This change would limit these spaces to visitors to the police station while at the same time exempting them from paid parking. Prior to the construction, the three spaces were metered. During the construction, they were used for additional temporary disabled parking spaces.

The addition to Schedule D was a housekeeping action to mirror the previous decision to provide free 15-minute spaces the Orchard Lot in Schedule L. (2015.07.08-016)