

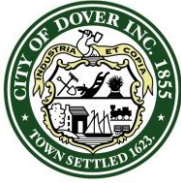
CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, March 23, 2016**
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 5, SECTION 25 – HERITAGE COMMISSION**
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. DEVELOPMENT AGREEMENT BETWEEN THE CITY OF DOVER AND VARNEY BROOK LANDS, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CITIZEN’S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER’S REPORTS**
 - A. March 23, 2016**
 - B. Fiscal Year 2017 Proposed Budget Presentation**
- 10. APPROVAL OF MINUTES**
 - A. March 2, 2016 – Workshop**
 - B. March 9, 2016 – Regular Meeting**
- 11. MAYOR’S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - 1. CHAPTER 5, SECTION 25 – HERITAGE COMMISSION**
SPONSORED BY MAYOR WESTON BY REQUEST
 - 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, March 23, 2016**
Meeting Time: **7:00 pm**

C. RESOLUTIONS

- 1. DEVELOPMENT AGREEMENT BETWEEN THE CITY OF DOVER AND VARNEY BROOK LANDS, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST

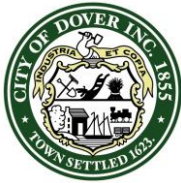
13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – 7th Settlement Brewery**
- 2. RAFFLE – Great Bay Figure Skating Club**
- 3. RAFFLE – Maine Coast Runners Flyball Team**
- 4. RAFFLE – St. Thomas Aquinas High School**
- 5. ROAD RACE – Behavioral Health & Developmental Services /dba Community Services**
- 6. ROAD RACE – Children’s Museum of New Hampshire**
- 7. ROAD RACE – Triangle Club**
- 8. ROAD TOLL – Relay for Life on behalf of American Cancer Society**
- 9. B16003B REBID OF SIDEWALK IMPROVEMENTS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. B16031 AWARD OF BID FOR CONSTRUCTION EQUIPMENT RENTAL**
SPONSORED BY MAYOR WESTON BY REQUEST
- 11. GRIFFIN WELL IMPROVEMENTS**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board | 13. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 2. Planning Board | 14. Joint Building Committee – Garrison Elementary School |
| 3. Appointments Committee | 15. Dover Main Street |
| 4. Recreation Advisory Board | 16. Library Board of Trustees |
| 5. McConnell Center Advisory Committee | 17. Dover Downtown TIF Advisory Board |
| 6. Arts Commission | 18. Waterfront TIF Advisory Board |
| 7. Solid Waste Advisory Commission | 19. Energy Commission |
| 8. Transportation Advisory Commission | 20. Heritage Commission |
| 9. Pool Advisory Committee | 21. Tri-City Coalition |
| 10. Parking Commission | 22. Arena Commission |
| 11. Ordinance Committee | |
| 12. Police and Parking Facility Building Committee | |



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
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Meeting Date: **Wednesday, March 23, 2016**
Meeting Time: **7:00 pm**

B. RESOLUTIONS

- 1. FISCAL YEAR 2017 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM
(TO BE REFERRED TO A PUBLIC HEARING AS FOLLOWS:
SCHOOL DEPARTMENT BUDGET HEARING TO BE HELD ON APRIL 13, 2016
CITY BUDGET HEARING TO BE HELD ON APRIL 20, 2016)
SPONSORED BY MAYOR WESTON BY REQUEST**

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 60, ARTICLE II – MECHANICAL DEVICES AND ARCADES
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 13, 2016)
SPONSORED BY MAYOR WESTON BY REQUEST**

14. COUNCIL CORRESPONDENCE

- A. Letter from Comcast, dated March 1, 2016**

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



City Manager's Report

City of Dover, New Hampshire

March 23, 2016

Reporting on February 2016



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.

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



Eric Hagman
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

For the Utilities Division, the month of February was relatively mild compared to February 2015. Due to several days of extreme cold, there were a few calls regarding "no water" as a result of frozen water meters. None of the calls resulted in a problem outside of the home.

Several crew members repaired a water break on Pineview Drive. This was a slow leak, from an old ring crack repair. The leak weakened the pipe which made a hole in the 6" cement pipe. Crews replaced the pipe with a new 6" Ductile Iron pipe. Roadwork and landscaping will follow at this location in the spring.

Crew members also repaired a water break on Mill Street. This was a lateral crack on a 125 year old 6" Cast Iron water main. Crews had to remove three drainage lines in order to get to the water main. To complete the repair, water was shut off on all of Charles Street and Mill Street.

As weather permitted, crews have begun cleaning the sewer mains in the Plaza Drive, Whittier Street and Sixth Street areas. The cleaning of these sewer lines is a priority to eliminate potential backups resulting from the residual effects of the New Year's Eve sewer backup in the Glenwood Avenue and Whittier Street area.

Staff has been working with the Dover School Department to locate utilities for the High School by digging test pits. Staff has also conducted fire flows to determine sizing of the water main for the new high school. All of the main utilities have been found supplying the contracted engineers with enough data to move forward.

During the month of February, the meter crew read the Industrial meters as well as had 27 final appointments, 5 meter install appointments, and 34 stopped meter appointments.

Staff in the Water/Sewer Billing Office recommends homeowner's spot check the reading on their meters to help alleviate the possibility of a high bill due to a leaking toilet or some other issue that they are not aware of. They also recommend that landlords check the meter readings on their rental properties at least once a month in order to keep an eye on a possible issue within the rental unit.

With spring around the corner, if residents have City sewer and are getting ready to fill their swimming pool, it is suggested that residents take a meter reading prior to filling the pool and then again after filling the pool. Residents should then complete the pool credit form and return it to the Water Sewer Billing Office where they will be able to receive a sewer credit.

The Utility Division Maintains:

3 Water Treatment Facilities

158 Miles of Water Mains

One 3,000,000 Gallon Water Storage Tank

One 713,000 Gallon Water Storage Tank

123 Miles of Sewer Pipe

23 Wastewater Pumping Stations

One Wastewater Treatment Facility

850,000,000 Gallons of Wastewater per Year

8 Wells:

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

City Streets, Grounds, Facilities & Parks

Administrative staff in the Streets and Stormwater Divisions fielded 21 service calls requesting repairs. Crews repaired 335 potholes with high performance cold patch. Permanent repair of the potholes with hot asphalt will take place once plants reopen in the spring.

Brush cutting operations have begun. Three Truck Drivers are cutting overgrown brush in the Broadway, Portland Avenue, Mount Vernon Street, Tolend Road and Old Rochester Road as well as its surrounding streets. All debris was then hauled back to the Recycling Center for proper disposal.

Crews from various divisions responded to four snow events throughout the month. Roads were prepped and treated with 3,000 gallons of brine treatment, 572 tons of salt and 784.5 tons of sand/salt mixture for the four events. Sidewalks in the downtown area, school routes and numerous other sidewalks were plowed and sanded after the storms working 1323 overtime hours. Crews also did two downtown snow pickups working 130 overtime hours.

842 yards of sand was hauled up from the sandpits using two Loaders and two Dump Trucks. 782 tons of salt was delivered from Morton's Salt in Newington, NH. As the salt was being delivered one Heavy Equipment Operator pushed the salt up into the pile. Crews mixed sand and salt in preparation for upcoming storms. The residential sand/salt pile, located in the Shaw's Lane ball field lot, was restocked with 28 yards of mix. Several of the bins around town were refilled as well.

Three Truck Drivers hauled snow from the top level of the new parking garage to the dredge cell located on River Street. The crew removed the snow utilizing a Bobcat and a one ton Dump Truck.

Several deceased animals were picked up from the roadway as reported or observed. When not responding to weather related events, crews were busy washing and cleaning out the vehicles/equipment.

Street sweeping operations are scheduled to start soon. Crews have been conducting needed maintenance on the vehicles to get them ready for the season.

The block structures holding the frame of the catch basin on Fifth Street had crumbled and needed to be replaced. A swale had become overgrown on Progress Drive and as a result, crews needed to cut and chip all of the brush and debris. This was done utilizing a One Ton Dump Truck, the Chipper and chain saws.

Dover Maintains

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

The Facilities, Grounds and Cemeteries employees handled 8 service calls and 114 work orders during the month of February. Employees attended 1 full burial in Pine Hill Cemetery during this month.

Facilities and Grounds crew members assisted with snow removal operations four times during the month. Walkways were treated for safe travel for pedestrians and employees, as well as traffic boxes to allow access and to assist units in functioning properly. The Fire Department graciously removed the garland from City Hall pillars and it was brought to the tomb in Pine Hill Cemetery for storage.

Twenty work orders for sign maintenance were addressed, missing or faded signs replaced, and three sign posts were replaced. One new sign was installed, and two signs were mounted at the new Police Station.

Twenty-nine work orders pertaining to building issues were handled in February. There was one freeze up at the Transportation Station over the cold spell that was resolved with no damage resulting. Heat issues were addressed in City Hall offices and a circulation pump on the PW Facility boiler system was replaced. Boiler re-inspections were conducted with a representative from the State, elevator and fire extinguisher inspections were also completed. The Facilities & Grounds Division continued the day-to-day maintenance and cleanup of municipal buildings, as well as handling daily requests for service at the Library, McConnell Center, City Hall and the Police Department. Custodial duties were performed at the Public Works Facility, Train Station and City Hall, in addition to filling in at the Library and McConnell Center as needed. Crews delivered supplies to various buildings and removed unwanted items which were brought to the Recycling Center for disposal. Items that have the potential to be auctioned off were transported to the storage trailer at the Public Works Facility. As the Police Department prepares for the move to their new facility, many items are no longer needed in the old space.

Facility and Grounds work orders addressed some clean up in Pine Hill Cemetery. The warm weather allowed for some snow removal damage to be repaired – such as plow ups where the ground has not been frozen as it is in most winters. Twelve keys were issued and a request for a key for the front door to the Police Department was requested; a key to a door that hasn't been locked in decades. The Department was able to produce a key but the lock assembly itself was seized, requiring replacement in order to lock the door.

Dig Safe requests were responded to, mainly checking telephone poles that are being replaced for any signs that might be mounted to them, then replacing them as needed. Four décor lights were attended to with bulb replacements and lights at the Train Station and the South Side Fire Station received attention as well.

The Henry Law Park Improvement project is entering the next phase with the Community Services Department doing the site work and installation of drainage and utility lines. GreatView Landscaping is beginning to build retaining walls and walkways. Mitchell and Associates of Portland are the design team and have produced the site plans and is working on the details with the work crews. The Friends of Dover Recreation 501 © 3 is acting as the charity to accept funds for the Henry Law Park Project brought in by a Go Fund Me link at <http://www.gofundme.com/c8ebd4>

The Arena Locker Room Renovation Project design work is underway by DeStefano Architects from Portsmouth. This project combines a much needed renovation to the Foster Rink Locker Rooms and to potentially renovate or add a space to lease for a training facility.

The lease of the Butler Building on River Street has allowed access to the Cocheco River for Great Bay Rowing and the UNH Crew Program. This month the indoor training season continued with a dozen Masters Rowers doing Ergometer workouts Monday through Thursday evenings. The LWCF grant award of \$150,000 will be combined with other Waterfront development funds to begin the improvements. The CWDAC Board is working with the architectural firm Urban Studios, to create concept plans and eventually will submit the permit applications for the docks and site work.

The Recreation Director attended the CWDAC board meeting on the waterfront development project to discuss elements of the waterfront park design. More discussion on the role of the dock and community Boathouse were discussed as well.

Eleven traffic signal complaints were addressed. The most troublesome signals being the lights on Central Avenue at Mill Street. The lights were going all red at times after the emergency opti-com lights were activated by emergency response equipment passing through the intersection. This problem is in the process of being rectified. Also problematic this month, were the lights at Weeks Lane and Indian Brook Drive which were repeatedly going to flash. The culprits there are rodents which have chewed through the cabling, causing the lights to flash. This issue was rectified on the 22nd by Electric Light Company. Two other complaints at other locations were investigated but were not able to be replicated by employees. One yellow light was replaced in February.

To aid in the repair at the Weeks Lane intersection, a dead tree was cut down and removed by Facilities & Grounds employees. Two other tree complaints were addressed. With all the wind and rain in February, there were limbs and branches down all over the cemetery and downtown areas that needed to be picked up.

Flags were lowered upon the passing of Supreme Court Justice, Antonin Scalia to show appreciation and respect for his many years of service to this country.

Planning and Community Development staff continue 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 March 2016. The new Police Facility is still on pace to move in March 2016 so that remodeling can commence in City Hall in April. An RFP went out for asbestos inventory with responses due back March 27th. The City chose to start negotiating further with Harvey Construction and has received a proposal from them to begin the pre-construction inventory and design work for the new customer service center. The City held scoping meetings with the consultants on February 11, a walk-through tour on February 18 and a space needs assessment on February 23rd. 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.

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



During the month of February, crews continued work on the interior of the police facility. The interior work included the installation of millwork, carpeting, ceilings, IT equipment, and office and conference furniture, as well as finish electrical, plumbing and painting.

*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.

Type of Calls:	October
Priority 1	171
Priority 2	90
Priority 3	428
Priority 4	563
Priority 5	1,143
Less than 6 minutes	89%



On February 10, 2016, Masons from all over the state of New Hampshire came to Dover to symbolically lay the cornerstone for the new police facility. During the ceremony, the Masons spoke of the long history and building traditions of the group.

Pictured left, Chief Colarusso speaks at the Mason's cornerstone laying ceremony on February 10, 2016.

Sergeant Speidel and Police Prosecutor Brian Estee, together with their families, formed the Dover Police Charities team which participated in the 8th annual Dover Children's Home Bowl-A-Thon on February 14. With pledges from coworkers, family and friends, their team raised over \$2,000 to assist the home in bridging its funding gaps in operating costs.

February was an average month for Fire & Rescue with Fire & Rescue responding to 4656 calls for service which is an average of 16 responses per day helping Dover citizens. 11 of the calls for service were for fires, 275 were for medical emergencies, 30 were for other hazardous situations requiring emergent intervention, 72 were either false or good intent in nature, with the remaining 77 being for non-emergent requests. Of the emergencies, there were 103 times where simultaneous emergencies were occurring with 27 of those times where 3 or more emergencies were occurring at the same time.

Fires are very destructive as this picture shows from a fire in February on Spruce Lane. In this picture, firefighters take a break while the fire investigation is occurring, before continuing their work removing burned debris. The good news here is this structure was saved by our firefighters and the owner was insured and plans on rebuilding. Speaking of insurance, Fire & Rescue recommends you maintain the proper value of insurance coverage on your home or an active renter's insurance policy if you rent. Many renters don't realize the building owner's insurance protects the building owner from the fire loss but not the renter. It is up to you if you rent, to go out and obtain your own coverage which often is only less than \$200 or \$300 a year.



Interested in knowing more on what to do after a fire at your home? Check out the US Fire Administration brochure titled: After the Fire! Returning to Normal which is found here:
https://www.usfa.fema.gov/downloads/pdf/publications/fa_46.pdf

The committee working to design and specify Dover's next new Ambulance has wrapped up the request for proposal/bid as it has moved to Purchasing and is now out to bid.

The ambulance is projected to respond for 5 years in frontline capacity accumulating approximately 95,000 miles in that time, before moving to back-up status for another 5 years or so. It will look something like the ambulance pictured right, though this is not an exact representation as the bid hasn't closed yet, so engineering drawings of the exact likeness aren't in yet.

To view the bid: [REQUEST FOR PROPOSAL #B16034](#) or here if the hyperlink doesn't work:

https://online2.dover.nh.gov/Tabs/Index/3322/public/1/deptnum/3/cab/Bids_and_Requests_for_Proposal

With recent cab and engine configuration changes by FORD reducing the cab space available in the van-cab style of ambulance that was purchased previously, this organization had to move up to the pickup style cab to ensure all firefighters while wearing their bulky protective firefighting gear, will fit in the cab!

Once a vehicle is delivered, there is often much installation work to do including lights, radios, reflective safety striping, and lettering. The new Forestry pickup was outfitted this month with all of those things and once the new Forestry skid/tank/pump unit is placed in the back of it, it will be ready for the early brush fire season this year that is expected to start the second week of March...about a month ahead of last year. Pictured below is how that vehicle looks before the skid unit is installed.



This replaces a similar vehicle that is around 15 years old, which is expected to lose the battle with frame rot sometime in the next year or so. Though the vehicles are washed frequently and in some cases daily due to dirt and road salt exposure, the many winters has taken its toll unfortunately.

February saw Dover Fire & Rescue's staff participate in another statewide emergency drill simulating an emergency at the Seabrook Nuclear Power Plant. Federal Laws require the State of NH to have a Radiological Emergency Response Plan and these drills creatively test agencies such as Dover Fire & rescue in what their role is and how to respond. Part of that plan requires evacuation of all residents within a 10 mile zone of Seabrook, so systems to achieve that requirement are tested several times a year. 5 communities of residents within that zone are designated to come to Dover where they would be processed for State and Federal Aid. Other communities in that zone go to Rochester and Manchester. Most of the costs for the plans and practicing these plans are borne by the Plant Owner – NextEra Energy with NH Homeland Security coordinating the pass through of funding from NextEra to communities such as ourselves. There is one more upcoming drill scheduled for the spring which will be graded by Federal Evaluators.

In addition to working on new vehicle purchases mentioned previously, February's focus was also on running an assessment center to establish a list of eligible people who can join the Fire & Rescue family as fulltime Firefighter/EMT's or Firefighter/Paramedic's should an opening occur. The first phase occurred in January which was the receipt of applications including resumes and certifications. Once the candidates were ranked for compliance with State of NH Firefighter training rules and for fit with Dover Fire & Rescue's organizational structure and workforce, 9 of the 30 applicants were interviewed, with 7 moving forward to the assessment center held this month. Candidates were challenged during a daylong event with 6 skill stations including climbing the aerial ladder to its full height of 100 feet in full gear and an airpack, a search evolution in a simulated fire building looking for a trapped victim, and taking the lead medically on treating a person experiencing a medical emergency. This is a labor intensive process and the department greatly thanks the 15+ employees from all ranks that took the time out of their off-duty day to pick the future of Fire & Rescue. Without that assistance, this would not have been possible. By taking the time to conduct this hiring process in this manner, the Fire & Rescue organization feels they are able to find the best candidates to fit into the organization and protect Dover citizens.

To be a career Firefighter in NH, one needs the ability to pass a NFPA 1582 pre-employment physical, the NH Firefighter 1 Certification or Pro-Board Equivalent of 212 hours of training, the NH Firefighter 2 Certification or Pro-Board Equivalent of 112 hours of training, and the ability to pass the Candidate Physical Ability Test (CPAT). In addition to those requirements, because Dover Fire & Rescue is a paramedic level emergency medical service responding on 3300 medical emergencies a year, a firefighter must hold at least a National Registry of EMT Basic certification to be considered, which is another 200+ hours of training. The EMT Advanced level is preferred and that is another 200 hours of training on top of the Basic level, and the Paramedic level candidate is the most desired with another 1300 to 1500 hours of training beyond that. What does all of this mean when a Dover Firefighter/Paramedic arrives at a citizen's door? That the individual has most likely completed a minimum of 2200 hours of training!

Fire & Rescue Inspection Services:

Inspection Services continues to be very busy. Several new development plans are being reviewed as are a number of proposed buildings ranging from single family homes to small retail sales buildings. WDH is renovating space currently and Dover Center for Health and Rehabilitation at 307 Plaza Drive has started a renovation. Projects that are finishing their inspections include a Liberty Mutual renovation at 150 Liberty Way, The new Dover Police Station, and the congregate care apartments at 250 Mast Road. The most noteworthy item this month to mention is the blasting activity that has been occurring on Central Avenue at Exit 7 and monitored by Inspection Services and Fire & Rescue. The developer there is removing some ledge to make that property more advantageous to build on. Blasting permits are a crossover of responsibility between the Planning Department and their site review regulations, Inspection Services, and Fire & Rescue per City Code 109. These regulations are actually at least 5 times more stringent than the State of NH regulations. One of the pillars of the regulations is the requirement for the blasting company to hold a neighborhood meeting where our residents can meet the blasting company and get any questions answered before the permit issued. Pre-blast surveys are required to be offered to residents within a certain range of the blasting site per the State regulations and per Dover's regulations. Dover Fire & Rescue recommends any resident within the distance to be offered a pre-blast survey to take it! This survey, at the expense of the blasting company, records the condition of your home before blasting starts and should any damage occur which is very unusual statistically speaking, you have factual data to work with. Blasting companies are required to measure and record the seismic activity from their blasts and keep that data for six month. SAF-C 1625.04 defines the vibration limits and blasters have to stay within those seismic boundaries. Due to those regulations, and others which prohibit storing of explosives on site, the blasting industry has for the most part become very safe and predictable. Representatives from the Planning Department, Inspection Services, and Fire & Rescue attend those neighborhood meetings watching to make sure all requirements are met, and did so in February for the Central Avenue blasting project.

Traffic Accident Investigation Team:

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

Special Investigations Bureau (SIB):

Six 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 the month of February 2016, the Dover Police Department's Special Investigations Bureau detectives and Crime Scene Unit officers investigated a string of residential burglaries in the city. The investigation lead to the arrest of a Rochester man on multiple burglary charges, both in Dover and nearby communities.

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

SIB personnel also investigated two unattended deaths that occurred in Dover, one of which was a drug overdose.

The Special Investigations Bureau is responsible for conducting background investigations on individuals being considered for the job of Police Officer with the City of Dover. During February 2016, two such investigations were ongoing.

Patrol

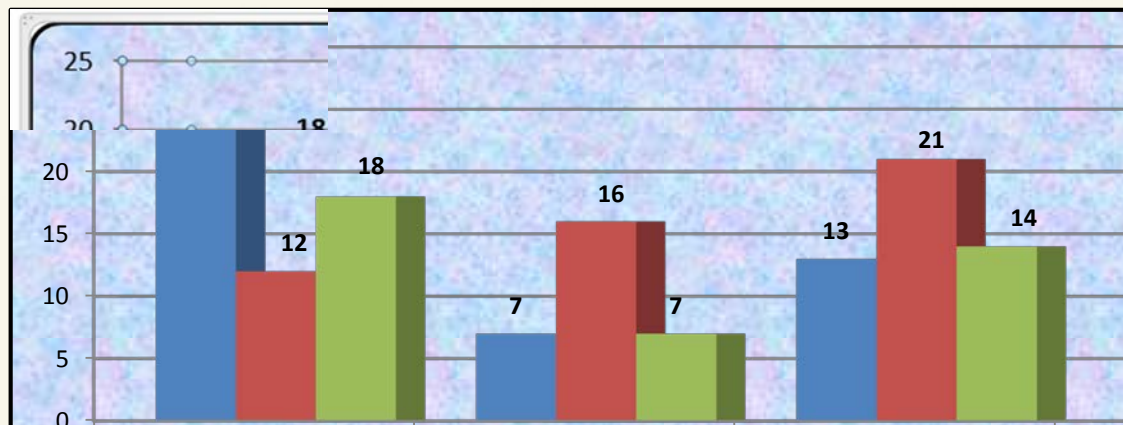
During the month of February, the Dover Police Department responded to 2,395 incidents throughout the city. Police Officers made a total of 1,143 car stops and issued a warning or a summons.

The officers also issued three other non-motor vehicle related summonses and conducted 8 checks of the community trail.

On February 27th, 2016, Patrol Officers responded to the Central Avenue Shell Station for a report of a fraudulent device on one of the gas pumps. Further investigation found that the Long Hill Shell also had a skimmer in one of their gas pumps, pictured below. No other skimmers were located in the City. It is unknown at this time how many people, if any, have had their personal information compromised. The investigation is ongoing.



Animal Control:



Breakdown of Calls – Officers	
Barking dogs	02
Found animals	05
Loose animals	03
Welfare Checks	05
Deceased animals	01

Total animal calls for service	
	44
Handled by Officers	16
Handled by Dispatch	17
Handled by ACO	11

Breakdown of Calls – Animal Control Officer	
Found animals	01
Assistance	01
Loose animals	02
Rabies quarantine	01
Welfare checks	05
Barking dog	01

Breakdown of Calls – Dispatch	
Loose animals	03
Lost animals	08
Found animals	05
Deceased animals	01

The ACO met with a dog owner who needed to surrender his dog to CVHS. He had recently moved to Dover and was not able to have pets where he had moved to. He wanted his dog to go to CVHS to be put up for adoption as he could no longer care for his dog. The ACO drove the man, who had no means of transportation, to CVHS so he could surrender his dog.

The ACO responded to a call for a loose dog in distress running in a snow storm. The ACO found a Dachshund running in the snow not far from his home. The ACO was able to catch "Tobey" and put him in her warm truck until she found the owner. Thanks to Tobey's tag, the ACO was able to find his owner. To the right is a picture of Tobey on his ride home.



Downtown Liaison Unit (Mounted Patrol)

In addition to the activity in the chart to the right, the officers assigned to the Mounted Patrol 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.



The Mounted Unit is continuing to train Rasa (on right). This picture depicts the officers exposing the horses to the sights and sounds of a freight train.

The Mounted Patrol handled the following during the month:

45	Public Assists-directions, pedestrian right of way education, etc.
33	Parking Assists
07	Assists for Community Action / homeless
Daily Community Trail Checks	



A 90-year-old local woman pets one of the horses on Chapel Street. She told the officer that this was the first time in her life that she had touched a horse.

COMMUNICATIONS BUREAU

911 calls	409
Phone calls	7,509
Radio Transmissions	10,647
Police Alarms	101
Lobby Customers	348

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 February.



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On February 16, 2016, five members from Dover Youth to Youth provided a webinar on using Counter-Advertising to counter the messages and advertising of the alcohol industry. Sixteen locations from around the country tuned into the presentation, including prevention organizations in Arizona, Maryland, South Carolina, North Carolina, Pennsylvania and Maine.

The Y2Y presentation "Samantha Skunk loves her Os" was provided to the entire Garrison School 2nd grade on February 17th. Almost 100 students received this presentation about the importance of lung health, exercise and not smoking anything.



Members of Y2Y shown above presenting the Samantha Skunk presentation to 2nd graders at Garrison School. The story teaches the students about the connection between doing well in sports and not smoking.

Youth to Youth provided a community presentation on drug issues and explained some of Y2Ys projects to the membership of Dover Kiwanis at one of their regular meetings on February 15th.

The **TRUTH About Tobacco** program was provided to the entire Horne Street School 4th grade during February. Each of the 4 classrooms received a one-hour presentation on tobacco advertising and consequences provided by Youth to Youth during the week of February 15th.

Pictured right, Y2Y student presenting the Truth About Tobacco presentation to 4th graders at Horne Street School.



On February 10, 2016, Sergeant Scott Pettingill and Detective Patrick Kilbreth provided an educational presentation on illegal drugs to a group of CASA volunteers.

On February 11, 2016, Sergeant Scott Pettingill provided an educational presentation on illegal drugs to a group of seniors at the Dover Senior Center.

On February 19, 2016, Detective Travaglini participated in the Garrison Elementary "Health Fair."



On February 27th Captain Terlemezian spoke at the Strafford County Recovery Coach Academy class. During the presentation he spoke about the Police Department's efforts around the heroin epidemic and how there is a hope to engage Recovery Coaches going forward.

Pictured left, Captain Terlemezian, along with Coalition Coordinator Vicki Hebert, addresses a class of approximately 40 people studying to become certified recovery coaches on February 27, 2016.

Pictured right, Officer Pieniazek read children's books to Kindergarten through 4th grade students at Woodman Park Elementary School as a part of their literacy night held on February 15.



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 328 Facebook (City of Dover NH Planning) friends and 752 followers on Twitter @DoverNHPlanning). Topics shared on the Blog (<http://dovernhplanning.tumblr.com/>) include information about the Community Trail, Transportation Master Plan, CDBG program, and the Solar PV project.

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 1,125 fans).

The Department of Planning and Community Development prepared 6 press releases which were also placed on the blog and other social media sites. Topics included sign review, Community Development Block Grant applications, waterfront development, the Stewardship Chapter of the Master Plan, and the Transportation Chapter of the Master Plan.

The Assistant City Manager met with a Foster's reporter to discuss and update the paper on infill development and waterfront development activities.

The Assistant City Manager testified in Concord in opposition to HB1259, which was designed to restrict a Planning Board from requiring an applicant pay for a third party review of application material submitted for a plan.

The Assistant City Manager attended the February 4th DBIDA meeting to review progress on infill development projects.

Planning and Community Development staff continued to update the City website with presentations and reports regarding updates to the Transportation Master Plan, special projects, such as zoning amendments, and former projects like the Willand Pond water elevation/drainage issues. There are now over 430 sources of information listed. This data can be found at <http://www.dover.nh.gov/government/city-operations/planning/planning-documents/index.html>

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. The City Council began its review of the application for tax relief. A workshop was held by the City Council and approved the application on February 10th.

Planning and Community Development staff worked with two property owners on sites where the City might have an interest in a land development agreement to partner in completing the project. These projects will continue to be evaluated over the winter.

Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. The City Planner attended a CWDAC meeting on February 16th and a pre-permitting meeting with state and federal permitting agencies on February 4th. On February 2nd the City Planner attended a meeting with the Department of Environmental Services Petroleum Division personnel and Dean Peschel to discuss soil remediation plans.

The Assistant City Manager continued to work with the potential purchaser of the Third Street parking lot. The work in was to review the architecture and massing of the building proposed for the site. Additionally, reviews of the on street parking and the ability for the site to be integrated into further infill projects and goals was reviewed.

The library has 7,122 social media followers: 1,903 on Facebook, 699 on Twitter, 574 on Instagram, 1,211 on Pinterest, and 2,735 subscribers to the library's two e-newsletters. The library website received 16,131 hits during February. The Library posted 87 items on Facebook, 16 on Instagram, 43 on Twitter, and added 78 pins on Pinterest. Staff wrote 9 Blog posts, and sent eight press releases to media outlets during February.

The public library borrowed 35 items from the school libraries and sent 82. The public library's System Administrator aided the Dovertnet school libraries with 3 Koha system issues during February.

Children's Librarian Patty Falconer visited the Dover Head Start classroom and the Seymour Osman Community Center seeking partnerships with these organizations in order to promote early literacy and to encourage the love of reading.

February saw several requests for public outreach. Fire & Rescue participated in a discussion on fire safety at a Wentworth Douglass Hospital babysitting class. This partnership is one Fire & Rescue is thankful for as both organizations benefit greatly. Approximately 20 years ago, there was a fire in a home in Dover called in by the babysitter and that babysitter did everything correctly from getting the children out to calling 911...and it was because she had attended a babysitting class. If anyone has an aspiring babysitter in their family, Wentworth Douglass Hospital's Education/Organizational Development Department offers a babysitting course for 11 - 14 year olds to review various babysitting responsibilities and basic first aid. This Class is offered one Saturday per month from 10:00 a.m. - 3:00 p.m. and the Cost is \$30. Please call WDH at (603) 740-2858 to register.

The City of Dover and Beyond Pesticides will host a workshop on organic turf management on Thursday, March 31, 6:30 to 8:30 p.m. in Room 305 at the McConnell Center. The workshop will focus on natural turf management, led by one of the nation's experts on lawn and turf care. Attendees will have the chance to talk to experts and ask questions.

Speakers include Chip Osborne, president of Osborne Organics. Osborne has over 15 years experience creating sustainable and healthy landscapes, and 35 years experience as a horticulturist. Also attending is Drew Toher, public education associate at Beyond Pesticides, a national nonprofit seeking to protect health and the environment from the harmful effects of toxic pesticides. Anyone wishing to attend can sign up via the City's website.

The Dover Planning Board and the Planning Department are now seeking Dover residents interested in volunteering on a committee tasked with overseeing the development of the Stewardship of Resources chapter of the Master Plan. This new chapter will incorporate topics addressed in other chapters of the Master Plan, as well as new topics not in the Master Plan.

As part of the update, the Planning Board will create a Steering Committee to oversee the work and ensure ample opportunity for public participation. The Steering Committee will be comprised of five to seven members who will work closely with the Planning Department and the planning consultant hired by the City. The goal is to have a Steering Committee diverse in interests and areas of expertise. The process is scheduled to begin in March and take approximately six months.

The topics to be addressed in the Stewardship of Resources Chapter were identified during the comprehensive community-wide visioning process as part of its comprehensive master planning process in 2012. Specifically, the Stewardship of Resources Chapter will address the following topics: energy, natural resources, historic and cultural resources, coastal management, natural hazards and social capital.

The Master Plan, a blueprint for the City's future development, is updated every five to 10 years by the Planning Board. The Master Plan is designed to help a community meet change responsibly, guiding its growth in an orderly manner.

Anyone wishing to be involved should contact the Planning Office.

City Programs

Gym

Basketball for grades K-4 wrapped up on 2/20/2016. Fifth and Sixth graders continued games on Saturdays at the McConnell Center, and continued practices during the week. Games ended for this league on 2/13/2016. All-star teams were formed for both girls and boys. The girls and boys competed in the Rollinsford/Somersworth "Frosty" Tournament and the Farmington 500 tournament over February vacation. These teams will compete in local tournaments during March as well including Deerfield, Rochester and Marshwood. The 7th & 8th grade basketball teams have finished out their seasons. High School boy's teams entered the second half of their schedules and will wrap up with playoffs in March. The 18+ Men's Basketball league continued games on Sunday mornings and Thursday evenings at the McConnell Center. The 35+ League plays Monday nights at McConnell, and the 50+ league plays Wednesday nights at McConnell. All three men's leagues will wrap up their regular seasons soon and enter the playoffs in March. Muscle Power, Interval Toning, Zumba® and Yoga all began new sessions the end of February. The process of field scheduling for spring sports has begun. The first two dates of Spring Sports sign-ups were held on Wednesday, February 3rd & Saturday, February 6th. The last week of Spring Sports Sign-ups will be the week of March 1st at the McConnell Center. Many leagues now utilize on-line registrations. Badminton continued on Friday nights in February. February vacation saw an increase in youth open gym times.

Pool

High School swimming came to an end in the middle of February. All of the teams represented their schools with pride and staff are extremely proud of all of the teams and their performances! With High School Swimming coming to an end, afternoon rec swim has opened back up to the public. Adult Lap Swim has seen steady attendance; seeing a range of 75-100 people a day during lap swims depending on the day of the week and the weather. Hydrofitness continues to draw in a great crowd with as many as 15-20 patrons at each class. Great Bay Masters has seen as many as 35 swimmers at their busy practices and the program is running very well. Winter swim lessons ended on a great note, the entire session was well attended and ran flawlessly. Staff made a few changes and added 5 classes to accommodate over 30 children that were on the wait list. Seacoast Swimming continues to use the facility and will continue through mid-March. Pool Rentals have been busy this month with 4 parties using the facility during the weekends.

Ice Arena

February is one of the busiest months of the year at the Dover Arena. The arena was jam packed with high school hockey games and youth hockey games. Staff at the arena look forward to the Seacoast youth hockey tournaments next month and the beginning of the high school playoffs. There were only two Rock Nights this month due to high school games, but the attendance has been great averaging over 180 skaters each night. This is a fun skate for all ages with cosmic lights and music in a supervised fun skating environment. The highlight of this month was the New England Bay State girl's hockey tournament with 30 girl's teams at the Dover Arena over the last weekend of the month. Over 500 girls participated and stayed in the area for 3 days with their families. Teams from all over New England and one from New Jersey participated.

Senior Center

In addition to all ongoing activities, the Senior Center members continue to use all fitness areas at Dover Recreation. Senior exercise and yoga classes are held Monday through Thursday mornings. February's fitness classes saw a record 447 participants getting active in Cardio, Yoga, and Muscle Strength classes. If Pickleball and the walking group were added and included, there were nearly 600 participants in healthy lifestyle activities. This doesn't include all those using the McConnell Center Fitness Center. The Senior Center unveiled a new program this month: Brain.e.Ology. This 7-session program aims to dispel the limiting myths of memory loss and aging and to give a better understanding of how the brain works and new tools to incorporate brain fitness into daily life. Topics covered include attitude, memory, senses, language, creativity, concentration, and logic. There was so much interest in this class that we had to open a second session already! Senior Center's travel department took 43 seniors on a trip to Mohegan Sun Casino this month and had 13 seniors go on Spring Break to Daytona. The Senior Center Travel department was pleased to add 5 new trips to the agenda for 2016: The Peabody-Essex Museum & Salem Witch Museum in May, the Spirit of Boston in June, Plymouth Escape in July, Spamalot at the North Shore Music Theater in September, and La Salette Shrine in December.

Public Library

Chromebook borrowing has quickly grown popular in the library. The 10 laptop units were circulated in-house (for a 3-hour borrowing period) 92 times during the month.

Library staff began teaching group classes in basic computer technology during February. The first class offered was "Introduction to Excel" by Peggy Thrasher and it was filled to capacity. Next is "How to Set Up an Email Account".

Additional security cameras and panic buttons were installed in the library during February by Burns Security. They greatly expand our ability to monitor various areas of the building.

During February School Vacation Week, the library had a special program each day including a Star Wars movie marathon, STEM-themed presentations from Mad Science and the UNH STEMbassadors, and a visit from Wildlife Encounters which drew an overflow crowd to see a variety of animals including a 14-foot boa constrictor named Chester! (pictured right) Total attendance at programs that week was 514 children and teens.

Library staff is nearing the end of a lengthy project to re-locate all of the books in the stack and mezzanine areas to new locations. The result is easier and more logical access to collections for the library's patrons.

There were 49 programs offered at the library during February. In addition to the full slate of very popular kids' programs every day during School Vacation Week, the library also hosted its monthly Game Night, two book group meetings, 2 adult coloring sessions, three musical concerts, and 15 story times sessions. Total attendance at library programs in February was 1,456.

Dover Housing Authority Liaison Officer Program

During the Month of February there has been the transition of the DHA liaison Officer. Officer Feliciano cycled out of the liaison position and Officer Plummer became the new Dover Housing Authority Liaison Officer. During the transition time, Officer Feliciano introduced Officer Plummer to many residents and staff at DHA including one sixth grade Dover Middle School student and DHA resident who has had some behavioral problems while at school. Officer Plummer has started to meet with the student in his office and is in the process of building a relationship with him to provide a good role model. Officer Feliciano had done this as well and it proved to have a positive impact on the child's behavior.

Officer Plummer taught DARE during this month in two fifth grade classes at the middle school. During the month, Officer Plummer assigned the Logo Lampoon project in which the students create models of tobacco ads that "tell the truth" about tobacco products.



Above, Chester the snake is stretched out on the railing inside the public library!

On February 15, 2016, Officers Plummer and Feliciano along with Detective Travaglini attended the Young Inventers Day at the Woodman Park School. The officers were celebrity judges for this event during which they rated various inventions.

Dover Middle School Liaison Officer.

During the month of February, Officer Pieniazek continued teaching the DARE program to four of the 5th grade homeroom classes.

Officer Pieniazek continues to serve as a co-chair of the 5th and 6th grade student council. As a part of the student council, Officer Pieniazek brought 13 student council members to Pease to greet troops as a part of the, "Pease Greeters," on February 12.

Officer Pieniazek took part in a 6th grade Language Arts class on February 18th. Officer Pieniazek read a book along with the students and facilitated discussion on the reading along with the classroom teacher.

Officer Pieniazek continues the lunch Program entitled, "Fine Dining with Dover's Finest." Twenty-two children within the month of February took the opportunity to eat lunch with Officer Pieniazek in his office. This program continues to be a success and numerous children have had an opportunity to spend time with Officer Pieniazek in this informal setting.

As a part of the Dover Police Department's heroin initiative, Officer Pieniazek reaches out to members of the community who suffered a heroin or opioid overdose. During the month of February, Officer Pieniazek made 3 such phone calls.

Dover High School Liaison Officer.

During the month of February 2016, Officer Kennedy assisted the Dover High school with directing afternoon traffic on multiple occasions in front of the school.

Officer Kennedy also met with several students in his office to answer questions about the students' future goals.

Officer Kennedy coordinated with the Auto Technology & Collision students to have a Dover Police Cruiser brought to Dover High School each Thursday to be detailed. During the month of February, the students detailed two cruisers.

Officer Kennedy spoke with an Honors American Government class to participate in class discussions and answer questions pertaining to search and seizure and civil rights.



Officer Chris Plummer speaks with a Woodman Park School student while judging the annual Woodman Park School Young Inventors contest on February 15, 2016.



Officer Pieniazek, shown with several student council members as they wait for the military members to arrive at Pease Air Force base.

Dover Teen Center

The Dover Teen Center calendar for February 2016 consisted of educational and social programming for its youth participants. For the month, the Teen Center saw a total of 476 participants on 19 days of programming, which yielded an average of nearly 25 participants per day. There were 5 new registrations for the teen center in February 2016.

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

TC Snack Special – “Taco Roller-Bites” (2/2)
TC Tournament – “9-Ball Billiards” (2/4)
TC Movie Afternoon – “GOOSEBUMPS” (2/5)
TC Arts & Crafts Day – “Valentine’s Crafts” (2/11)
TC Trip! – “UNH Men’s Basketball Game (2/17)
TC Snack Special – “Pancake Mania” (2/18)
TC Classic Program – “Mega Bingo” (2/19)

FEBRUARY VACATION WEEK

Movie Fun Day (2/22)
Dover Bowl Day (2/23)
Fox Run Mall Day (2/24)
Maine Red Claw’s Basketball Game (2/25)
TC Fun Day (2/25)



Above, Teen Center participants and interns during a homework help session.



Left, Teen Center participants and an intern pose with members of the Maine Red Claws

Dover Coalition for Youth

On February 11, 2016, Vicki Hebert presented the Student Behavior Survey to the Dover School Board. She shared results from the middle school survey and received permission to implement the 2016 Dover Behavior Survey.

During the month of February, Vicki Hebert worked closely with Community Health Institute regarding Dover Youth to Youth's application to the National Registry on Evidence Based Programs and Practices. On February 22, the Police Department was informed that the program's application had passed the initial review. Additional supporting materials will be submitted in early March. If successful, the program will be designated as evidence based nationally. The program is already considered evidence based at the state level.

During the month of February, Vicki Hebert attended several meetings as part of the development of the Police Department's heroin/opioid response initiative. This includes working with the Strafford County Opioid Task Force, SOS Recovery Center initiative, Portsmouth's Safe Harbor Recovery Initiative and seacoast police departments working to assist people into treatment and recovery.

Community Service Program

The Community Service program continued to track five active participants during the month of February of 2016. A total of 12 hours of community service hours were completed during the month. Two of the participants finished his/her assigned hours.

Dover Court Diversion Committee

The Diversion Committee met on Thursday, February 11, 2016 and Tuesday, February 16, 2016

As of the end of the month, there is a total of seven active Diversion cases. Below is the breakdown:

- 7 cases already in active Diversion Contracts
- 3 successful completion and release
- 0 new case heard
- 0 cases awaiting the next meeting.

The Diversion Committee is scheduled to meet on Tuesday, March 1, Thursday, March 10, and Thursday, March 31, 2016.

Dover Youth to Youth:

See City Outreach section of this report.

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: No update for February.

Previous: Paving operations are completed for this construction season.

TOLEND ROAD RECONSTRUCTION

Current: No update for February.

Previous: Some landscaping is to be completed in the spring on two properties. All other items have been completed.

TOLEND LANDFILL REMEDIATION

Current: The City of Portsmouth is in negotiations to purchase a large parcel of land that abuts the Bellamy Reservoir, Portsmouth water supply, and land currently owned by the City of Dover off Tolend Road near the Tolend landfill. The purchase could lead to a large publicly owned passive recreational opportunity for the area. It would be in Dover's interest to reach out to Portsmouth and potentially participate in the acquisition. A discussion around the opportunity to develop a common passive recreation area with Portsmouth could be fruitful.

Previous: Planning is under way for the preparation of the Five Year Review by EPA. The report will assess the progress made since the remedy was implemented. The report is due out in 2017. The PRP Group's consultant, Geolnsight performed sampling in the fall of 2015 to provide data for use in the report. Geolnsight will assist EPA by preparing figures and tables of the data for use in the report.

COCHECHO RIVER DREDGING:

Current: No update for February.

Previous: 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.

WASTEWATER TREATMENT FACILITY

Current: Dover and the Coalition are working with PREP, UNH researchers, and other stakeholders to develop a short and long term monitoring plan that implements suggestions in the 2014 Peer Review Report. The NOAA grant proposal work scope will be the first short term study in the overall plan if the preproposal is selected to submit a detailed proposal for the grant.

Previous: The Coalition was approached by staff from the Piscataqua Region Estuary Partnership to collaborate on preparing a pre-proposal for a large grant to NOAA which would be used to perform new research in the estuary system which builds on the findings of the 2014 Peer Review report. The grant would provide \$250,000 annually in funding for three years. The first step in the process of identifying the research to be performed under the grant would be to hold a meeting with local researchers, NHDES and EPA representatives, the peer reviewers and others where the Peer Review findings and recommendations are presented as well as any newly acquired scientific data. This is an exciting opportunity as the Coalition has been recommending a meeting of this nature for well over a year.

SILVER STREET RECONSTRUCTION

Current: Complete

Previous: All major work has been completed. Remaining items to be completed in the spring are: top coat of paving, striping, and signage. The contractor's electrician is continuing to work on getting the electrical panels installed for the on street lighting.

WATSON ROAD RECONSTRUCTION

Current: This project is complete.

Previous: Only minor punch list items remain.

KEATING / BIRCHWOOD RECONSTRUCTION

Current: Neighborhood meeting to kick-off designs work and get resident input is scheduled for March 15th, at 6:00 pm at the Community Services Building.

Previous: Design is ongoing with a plan for 2017 construction.

RICHARDSON DRIVE RECONSTRUCTION

Current: Governor and Council approval of the State Revolving Loan is anticipated on March 23rd. Environmental Review has been publically noticed, and will close on March 29th. Draft plans and specifications have been submitted for staff review and comment.

Previous: Change order for engineering scope of services has been approved. Design work has continued with the plan to bid for the 2016 construction season.

NELSON STREET RECONSTRUCTION

Current: Contractor bids are due back on March 29th. Construction work is anticipated to start in late spring/early summer.

Previous: Construction project will be bid within the coming weeks.

LEIGHTON WAY PUMP STATION REPLACEMENT

Current: City's comments have been provided to engineers. State DES is currently reviewing. Staff anticipates having all local and state approvals within a month and will bid the project this spring.

Previous: Received Specs and plans for final review before bidding.

TRAFFIC SIGNAL UPGRADE

Current: Traffic plan modification for the Back River and Mill Street to be implemented this month.

Previous: New hardware has been installed on the exit 7 monopole. Sebago is downloading data to make improvements to the Back River and Mill Street intersections.

BRIDGE UPGRADES

Current: Whittier Street Bridge project has obtained two of the three easements. The easement discussions with the land owners is ongoing. Bridge maintenance items done by GM2 will be Bid in March.

Previous: Whittier Street Bridge project has received approval by the state to make offers to land owners for easements. The easement discussions with the land owners is ongoing. This needs to be accomplished before approval is given to bid the project.

Bridge maintenance items done by GM2 will be Bid in February.

INFLOW & INFILTRATION

Current: No update for February.

Previous: All pipeline work has been completed. Longmeadow Road and Beech Road have base pavement on the streets. Landscaping and final paving will be done in the spring.

WATER FACILITIES UPGRADE

Current: Design are moving forward on Lowell , Smith and Cumming , and Campbell and Calderwood , Meeting coming up for Underwood to present 90% plans and specs on March 23.

Previous: Reviewing 60% plans with Underwood Engineering. Test pitted raw feed line from Smith and Cummings to determine internal and external condition. More test pits needed at Lowell Avenue facility.

Recognition

On February 8, 2016, Cody Nason started his first day here with the City of Dover, NH Fire & Rescue as a Firefighter/EMT. He comes from the Wakefield, NH Fire Department where he served in a similar position for a short time before joining our organization. After a week of orientation training, Cody joined A-Shift on 2/15/16. For those who don't know what that means, though Cody comes to us as a NH certified Firefighter/EMT, any new employee is required to be checked off in the first week of employment with the Dover specific equipment they will be wearing and using, before being assigned to shift.



Here is an example of what was scheduled for Cody on his second day:

1. Report to South End Station Officer In Charge (OIC): Meet Shift – Ride as an extra at Station.

Station OIC will see following completed by Cody:

Review of Station and response vehicles assigned there and Cody will ride extra on the Engine.

SCBA (Self Contained Breathing Apparatus) Familiarization/Duration Drill

2. Appointment for paperwork – Payroll & Benefits overview

Afternoon:

3. Station OIC will see following completed by Cody:

Complete Ambulance Driving Course in Probationary Firefighter Manual at 22.5 Cataract Avenue, Old McIntosh building.

Hose Stretching Drill into simulated fire as a crew member. Learn and demonstrate attack (hose) line repacking using "triple load" method. Review more of department's response vehicles and ride extra on Engine.

Once assigned to shift, Cody has a busy year on probation as he must complete both the EMT-Advanced level of emergency medical certification and a large book of competencies that all new employees must finish. Please welcome Cody when you see him around the City!

ACKNOWLEDGEMENTS

Library custodian Russell Gutowski has retired from his position as of February 27, 2016. He will be missed!

Professional Development

Casey Mitchell, Truck Driver, attended the Drinking Water System Operator Basics Course sponsored by the New Hampshire Water Works Association. This thirteen week course is being held in Concord, NH. At the end of the thirteen weeks, he is qualified to test for a Distribution Operator I license.

Stacey Hager, Administrative Assistant, attended the first of a three day Applied Leadership Institute course sponsored by the University of New Hampshire.

During the month of February, Officer Lazos attended Field Training Officer Training. Once certified, he is able to train new officers in all aspects of patrol work.

In February, Colleen Bessette worked with Primex to administer Slip, Trip & Fall as well as Back Injury prevention training. The majority of city personnel attended both.

On February 23-25, 2016, Sergeants Nadeau and Harrington along with Officers Turner and Mitrushi attended a 3 day intensive active shooter training. This training, which was taught by Officers Petrin and Feliciano, prepares officers for encounters with suspects that are actively shooting when the police respond to the scene.

On February 11, 2016, Officers Gebers and Joslin were recertified as firearms instructors for the department.

On February 9-11, 2016, Lieutenant Gould attended a 3 day course on Contemporary Leadership for Law Enforcement.

Assistant City Planner Piekut attended a webinar on the Regional Greenhouse Gas Initiative (RGGI).

The Community Development Planner attended two CDBG related training opportunities. The first training involved protocols and procedures for compliance with the many labor and wage requirements for construction projects that are funded in whole, or in part, with CDBG funds. The second training opportunity involved HUD required Environmental Review training that must be performed for all approved CDBG applications.

The Assistant City Manager read *Designed for the Future* a book looking at making sustainable practical. *Culture Crash, the Killing of the Creative Class*, a book reviewing the economics of the creative culture and how trends are changing.

Library Assistant Anne Nelson completed a 24-hour e-course entitled "Basic Reference Skills for Non-Reference Librarians"

Technology Librarian Peggy Thrasher completed a 4-week ALA e-course on "Rethinking Library Instruction: Libraries as Social Learning Centers".

February saw many training sessions occurring for the various member of Fire & Rescue. Unitil was in to re-fresh the four response shifts on gas leak emergencies and on interfacing with their response technicians. Eversource also provided some training materials that revisited electrical emergencies and interfacing with their crews on emergencies. The shifts also started working with some of the new water/ice rescue suits and equipment the department is purchasing.

The Emergency Medical Re-licensing process for the half the Fire Department that is due by the end of March is in full swing. All materials have been submitted to the National Registry of EMT's and once they re-certify our members after validating the required continuing education requirements, those certifications will be forwarded to the State of NH Bureau of Emergency Medical Services for State of NH Licensure as medical providers. This process though somewhat cumbersome, guarantees well trained Firefighter-EMT's and Firefighter Paramedics arrive at your door when called for during a medical emergency.

EMPLOYEE SPOTLIGHT



Some of you may know Lisa Crowley professionally, some may know Lisa personally, and some may know Lisa through our good friend Sam Crowley, City of Dover's Fleet Supervisor. After all, they have been married for 29 years!

Lisa and Sam met when her friend set them up on a blind date. They live in Dover and have three children. Their oldest son, Justin, recently served in the Army for over 6 years and was deployed twice. Once to Iraq and then to Afghanistan. Justin is married to Brittany and they have two children, Ella who is 4 and Gavin who is 3. These little cuties are pictured to the left – and they are Lisa's pride and joy! Joshua, their other son, is currently serving in the Army as an Apache Helicopter Pilot and is currently deployed to Afghanistan. Their youngest child is Heather, who is employed at Liberty Mutual and is enrolled in college and shares her life with her boyfriend Cam. Lisa and Sam have a dog named Rubin, who is afraid of everything.

During the summer when Lisa isn't at work, you can find her at their camp by the lake in Wakefield with family and friends. They try frequently to catch the big fish Sam's grandmother always said was in the lake! During football season, you can count on Lisa's house being full during a football game. They do love the Patriots. During the winter months, Lisa and her family enjoy going on weekend snowmobile trips and ice fishing.

Lisa has worked for the City of Dover for 3 years. She started out in the City Clerk Tax Office as an Account Clerk and then took a position with the Police Department as Records Secretary.

Lisa's main job responsibilities are processing traffic violations, entering trespass notices, sending out discovery requests to NHPD and attorneys, assisting DCYF and other agencies with copies of reports, scanning documents, final disposition reports to be sent out to State Police Criminal Records, answering phones and helping out at the window with parking and assisting the general public.

Stop by and say hi to Lisa when you get a chance, but remember, she will be in the brand new Police Facility before too long!



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

- Legislative Bulletins 7, 8 and 9 were provided to the City Council by the City Manager.
- The City Manager shared the 2015 Citizen Survey results with the City Council.
- Dover's State Legislators were asked by the City Manager to attend a City Council Workshop on behalf of the Council.
- The City Manager forwarded information to the Council, updating them on the Education Adequacy Suit, along with the hearing date. The manager then followed up with another clarifying email.
- The Council was copied on a letter the City Manager sent to Wentworth Douglass Hospital thanking them for their contribution to the Youth to Youth Program.
- The City Manager invited the Council to the 2016 State of the City Address.
- The City Council was brought up to speed by the City Manager on the ongoing concerns relative to hunting at Willand Pond.
- The City Manager provided the Council with the FY2016 City Manager Evaluation Template for them to make suggested changes to give the Mayor.
- The City Manager provided additional information by sending the Handbook for Evaluating the City Manager to the Council.
- The City Council received the notes from the goal setting session from the City Manager.
- City Manager Joyal updated the City Council of tree cutting along the Spaulding Turnpike by Exit 7, as part of the NHDOT turnpike project.
- The City Manager invited the Council to attend the Legislative Reception for Tri City Local Officials and State Reps.
- The City Council received the CM Evaluation template with their requested proposed changes, by the City Manager.
- The City Manager clarified a question brought up at the Council meeting regarding Sergeant Speidel's Safety Seat Inspections.
- The Council was forwarded an invitation to attend the Opioid Taskforce of Strafford County's Addiction Summit by the City Manager.
- In addition to the above updates to the City Council, the City Manager provided follow up and responses to individuals where the City Manager as included in the initial correspondence.

Total Tax Rate: \$26.61

City Tax Rate

\$10.47

Local School Tax Rate

\$10.65

State Education Tax Rate

\$2.49

County Tax Rate

\$3.00

Tax Year

April 1 to March 31

Taxes due in

December & June

Parking Bureau

Comparing the first thirteen weeks of meter activity since the Parking Garage opened to the same period the year prior; there were 14,442 (1,111/week) additional transactions in the downtown.

At their February meeting, the Parking Commission reviewed the current regulations for resident parking permits. They recommended no changes to the program.

The Parking Manager has been working the owners of the Robbins Auto parking lot on Chestnut Street to extend the lease of the lot for use by city employees until the property is turned over to the new owners later in the year. The imminent relocation of 42 employee vehicles from behind the Library makes those spaces available for visitors to the McConnell Center and Library. That lot is frequently over capacity.

The Parking Manager has been assisting two downtown businesses that have been having issues with authorized vehicles using their parking lots, taking away parking from their customers. State law is very specific on what signage is required for property owners to enforce their lots.

Traffic Bureau:

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

The Traffic Bureau coordinated the logistics of voter access and parking at four of the six ward polling facilities during the presidential primary election on February 9. This involved advance deployment and posting of cones, barricades, and signs to promote parking turnover for voters and allow for safe and orderly flow of traffic. Officer Lazos, Sgt. Speidel, and Lt. Martinelli also conducted traffic control at Ward 3 (Langdon Place) and Ward 1 (St. Mary's Parish Hall) at peak periods in the morning and evening.

The Traffic Bureau provided temporary event and disabled parking signs to assist with the Dover SHARE dinner at the St Thomas Episcopal Church hall on February 13.

Traffic Bureau personnel conducted traffic control or provided temporary traffic control signs to assist with several special projects during the month of February. These included the installation of hardware on the antenna at the new police facility on February 17, repairs to damaged wiring at the intersection of Weeks Lane and Indian Brook Drive on February 22, and removal of a tree on Summer Street on February 29.

Sgt. Speidel handled the administrative duties to facilitate the Transportation Advisory Commission regular meeting on February 29. This included the preparation of agenda, meeting materials, and draft minutes. The commission discussed safety concerns at the Central Avenue/Exit 7 southbound ramp, a crosswalk proposal at the Silver/Belknap intersection, permanent parking restrictions affecting Silver Street, the Route 108/Durham Road corridor study, correspondence regarding the City's crosswalk policy and standards, and proposed stop intersections at Merry Street and Crestview Drive. The TAC also reestablished a working relationship with the Dover School District's staff representative, in accordance with its operating rules, to ensure collective input on matters affecting student transportation. Following the TAC's recommendations, the Traffic Bureau was tasked with drafting several Chapter 166 ordinance revisions for Council action.

The Dover Police Department performed 19 man-hours of targeted DWI saturation patrols on Friday and Saturday nights during the month of February, in addition to regular duty patrols. These patrols, scheduled and coordinated through the Traffic Bureau, are funded with a grant from the Office of Highway Safety which is effective through September 2016. Additional applications for supplemental funding for other traffic enforcement categories are still pending. Dover Police made a total of 7 DWI arrests during the month of February.

Progression & Growth

The Department of Planning and Community Development continues to have a 24 hour response time policy for replies to citizen concerns. The response may be that further review is required or a final contact.

The Assistant City Manager continues to advise the JBC/SAU on planning and traffic related issues. In addition to those meetings, the Assistant Manager worked with other staff to provide technical advice to the Engineer and Architect for the project. Project components review in February included parking, fire/life safety needs and utility layouts.

Assistant City Planner Piekut continues to assist Ameresco, Inc. in the first phases of a feasibility study for solar photovoltaic (PV) systems on city property. This project was developed through the Energy Commission and approved by the City Council in December 2015. In February, work focused on gathering and sharing information on the identified properties with Ameresco's engineers as part of the site screening process, as well as reporting to the Energy Commission, coordinating with the Joint Building Committee to align both efforts, drafting a site control agreement with the assistance of the Legal Department in order to reserve a net metering cap allocation, and following the NH Senate's and House's progress on SB 333 and HB 1116, which would raise the net metering cap for renewable energy.

The City Planner continues to be a member of the State of New Hampshire Coastal Risks and Hazards Legislative Committee to review climate issues relative to the Great Bay and Seacoast NH areas and recently attended a meeting of the group on February 19th at Pease.

The Planning and Community Development Department hosted the Northern New England Passenger Rail Authority Station Operator Meeting on February 2. There was a great turnout from other Station Operator Representative across Maine and New Hampshire. The Group went on a van tour around the City sharing recent re-development accomplishments.

A Transportation Master Plan Steering Committee workshop was held February 15th. The focus of the workshop was to review existing Transportation Chapter recommendations for possible inclusion in the updated Chapter.

The Department interviewed and selected a consultant team to help with the development of the Stewardship of Resources Chapter of the Master Plan. The project is scheduled to begin in March and has an August completion date with plans to bring the proposed chapter through the adoption process this fall.

Staff released a public notice seeking citizens who would be interested in serving on a Steering Committee for the Stewardship of Resources Chapter. A total of 5 citizens expressed interest and met with staff. In addition to representation from the City Council, Planning Board, Heritage Commission, Conservation Commission and Energy Commission, the Planning Board chair will choose from this group of interested citizens to complete the Committee.

Planning and Community Development staff received and reviewed applications submitted by various non-profit agencies who are seeking funding from the FY17 CDBG program. The proposals will be submitted to the Planning Board for review in March and then to the City Council in April.

City Staff conducted interviews on February 8 and selected CLD Consulting Engineers to further negotiate with. NHDOT is currently reviewing the qualifications based selection process the City used to select CLD Consulting Engineers which they need to approve before the contracting process. Assistant City Planner Benton hopes to receive the notice to proceed with the contracting process from NHDOT in mid-March to then go before Council with the contract in early April. This is all part of the \$320,000 federal grant to design, engineer, and construct improvements to the Community Trail south of Fisher Street and north of Fourth Street.

Assistant City Planner Piekut and Finance Director Dan Lynch met with a representative of the Jordan Institute to discuss the feasibility of implementing the Property Assessed Clean Energy for Commercial properties (C-PACE) program in Dover through the adoption of RSA 53-F. The program will be presented to the Energy Commission for further consideration.

Planning, IT, Finance, and Inspection staff received demonstrations from Patriot software of inspections and assessing software, as the group evaluated ways to further connect land development and building construction with parcel data.

In addition to the day to day activities in the Planning Department, staff facilitated the following applications before Boards and Commissions:

Planning Board	The Planning Board met on February 9 and welcomed their new member David Landry to the Board as an Alternate Member. They also accepted two applications to review for site plan review for Vitas Management & Development Co., LLC, Assessor's Map 11, Lot 2, zoned B-3, located at 181 Silver Street as well as a Conditional Use Permit for a non-residential development with a wetland impact of 24,454 sq. ft. The proposal was to construct an Assisted Living Facility with 76 units, a Bank, a Medical Office Building, a Coffee Shop, and a hotel. The Board scheduled a site walk for February 20. They also heard an overview presentation regarding the Community Development Block Grant program on February 9. The February 20 Site Walk was well attended and included members from the Planning Board as well as the Conservation Commission and abutters (please see attached photo). The proposal presented at the site walk changed from the February 9 meeting and will be coming back to the Planning Board. At their February 23 meeting, the Planning Board the Board denied a school impact fee waiver request for Stabile Homes at Pointe Place, LLC, Assessor's Map K, Lot 19-3, located at Sierra Drive which was previously approved for 31 units of housing for older (55+) persons. At that same meeting, the Board heard an overview from Economic Development Director Dan Barufaldi and DBIDA regarding rezoning of land in Dover.
Zoning Board	At its February meeting, the Zoning Board approved with conditions a variance to permit a commercial kitchen/bakery as a home occupation at 6 James Street, where "caterers or bakeries" are not considered home occupation uses. The Zoning Board tabled a request for variances from minimum lot frontage and minimum lot size at 23 Knox Marsh Road in the R-20 District, to permit the subdivision of one lot into three lots that would not conform to either dimensional requirement. Staff revised the 2016 Zoning Board deadline schedule to reflect changes to the Rules of Procedure.
Technical Review Committee	The TRC met on February 25 to review a site plan for Geoff Aleva, PE, Assessor's Map G, Lot 31-1, zoned I-2, located at 52 Crosby Road. The TRC was to review a previously approved site plan with the CrossFit gym use now proposed utilizing 7,500 sq. ft. within a 12,000 sq. ft. building.
Conservation Commission	At its meeting on February 22nd the Commission recommended approval of a Conditional Use Permit for steep slope impacts on a house lot on Saddle Trail Drive and discussed the proposed Great Thicket National Wildlife Refuge from the U.S. Fish & Wildlife Service.
Community Trail Committee	The committee met on February 16 to finalize the list of amenities which are priorities to include in the design of the Community Trail expansion.
Housing Standards Board	Did not meet.
Transportation Advisory Commission	Reviewed the striping plan for Silver Street, and discussed formally restricting parking on the street, as per the design plan. Furthermore, the Commission re-elected the Chair, Mayor Weston, and appointed other officers.

Energy Commission

At its February meeting, the Energy Commission accepted the resignation of member Elizabeth Goldman. The Commission discussed progress on the Solar PV project and the status of net metering legislation in the NH House and Senate, reviewed and updated 2015 goals for 2016, and prepared a letter of support to the Cochecho Waterfront Development Advisory Committee regarding sea level rise and site design.

Open Lands Committee

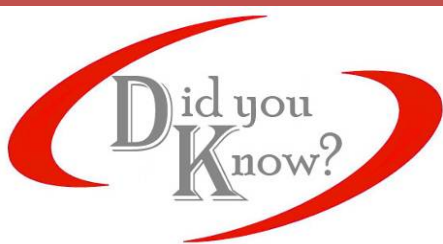
City Planner attended a meeting of the Open Lands Committee on February 18th to provide support to the committee. Due to the lack of snow and anticipated rain and clouds the City Planner assisted the OLC with the cancellation of the full moon show shoe walk scheduled for February 20th.

**Downtown Dover TIF
Advisory Board**

Met to approve the proposed application for the Community Revitalization Tax Credit Program, by Hellenic Realty Partners Inc, for 104- 124 Washington Street.

Heritage Commission

The First meeting of the recently created Heritage Commission has held on February 4th. The Commission elected a Chair and Vice-Chair. The Commission also acted upon a request for a determination of historic, cultural or architectural value to 104-124 Washington Street. After review and discussion, the Commission found that there was no historic, cultural or architectural value to the existing structure at the site.



Did you know that there is an average of 20 videos posted to Dover's website each month by the Media Services Manager? A great way to stay informed of City of Dover happenings!

Snow Management Summary Report

Date	Condition	Approximate Accumulation in "s	Total O/T hrs	Total O/T Cost	Contractor Cost	Salt Ton	Salt Cost	Salt/Sand Yard	Sand Cost	Salt Brine	Brine Cost	Total Storm Cost
12/29/2015	Snow/Freezing Rain	4	621.1	\$20,225.29	\$5,319.70	211	\$11,474.18	345.5	\$4,405.13	0	\$0.00	\$41,424.29
1/4/2016	Pickup	0	82	\$2,582.21	\$2,550.00	0	\$0.00	5	\$63.75	0	\$0.00	\$5,195.96
1/8/2016	Snow/Icy Roads	0.25	56.3	\$1,799.31	\$272.00	115.5	\$6,280.89	7	\$89.25	0	\$0.00	\$8,441.45
1/12/2016	Snow	4	357.1	\$11,297.99	\$2,558.20	163.5	\$8,891.13	270.5	\$3,448.88	3000	\$240.00	\$26,436.19
1/16/2016	Snow	3	288.95	\$9,152.45	\$2,047.50	173	\$9,407.74	232	\$2,958.00	0	\$0.00	\$23,565.69
1/18/2016	Snow	3	291.4	\$9,446.92	\$1,987.10	120	\$6,525.60	155	\$1,976.25	0	\$0.00	\$19,935.87
1/19/2016	Pickup	0	72.5	\$2,249.14	\$2,380.00	0	\$0.00	7	\$89.25	0	\$0.00	\$4,718.39
2/5/2016	Snow	9	414	\$12,829.82	\$2,663.30	157	\$8,537.66	274.5	\$3,499.88	0	\$0.00	\$27,530.65
2/6/2016	Pickup	0	56.55	\$1,799.88	\$0.00	0	\$0.00	7	\$89.25	0	\$0.00	\$1,889.13
2/8/2016	Snow	5	546.4	\$17,340.41	\$3,460.70	140	\$7,613.20	289	\$3,684.75	0	\$0.00	\$32,099.06
2/15/2016	Snow	4	319.4	\$10,274.74	\$1,855.50	161	\$8,755.18	204	\$2,601.00	1800	\$144.00	\$23,630.42
2/17/2016	Icy Roads	0	43.5	\$1,312.04	\$0.00	113	\$6,144.94	17	\$216.75	0	\$0.00	\$7,673.73
2/17/2016	Pickup	0	73.5	\$2,250.71	\$0.00	0	\$0.00	6	\$76.50	0	\$0.00	\$2,327.21
2/23/2016	Snow	1	72.4	\$2,247.70	\$544.00	187	\$10,169.06	58	\$739.50	0	\$0.00	\$13,700.26
		33.25	3295.1	\$104,808.60	\$25,638.00	1541	\$83,799.58	1877.5	\$23,938.13	4800	\$384.00	\$238,568.31

City of Dover
Bid Solicitation Report
For February 2016

3/11/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services B16003B	02/05/2016	02/24/2016	REBID Sidewalk Improvements	
Community Services B16032	02/05/2016	03/02/2016	Sand and Gravel	
Community Services Q16-016	02/05/2016	03/03/2016	Masaonry Supplies	
Community Services B16031	02/05/2016	02/25/2016	Construction Equipment Rental	

City of Dover
Bid Solicitation Report
For February 2016

3/11/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Recreation Q16-015	02/09/2016	02/23/2016	Youth/Adult Practice Hockey Jerseys	
Recreation B16030	02/16/2016	03/02/2016	Arena Concession Food and Snacks	
Community Services B16035	02/23/2016	03/29/2016	Nelson Street Reconstruction	
Community Services B16029	02/23/2016	03/16/2016	Long Line Reflectorized Pavement Markings	

City of Dover
Bid Solicitation Report
For February 2016

3/11/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services B16028	02/24/2016	03/16/2016	Hand Pavement Markings	
Fire and Rescue B16034	02/25/2016	03/23/2016	New Type 1 Ambulance	
Planning B16043	02/26/2016	03/17/2016	Asbestos Inventory and Abatement	

po report
February 2016

DAC	PO Date	PO No.	Vendor Name	Amount
Executive	2/10/2016	201607194	SHI INTERNATIONAL CORP	\$5,175.00
Community Services Department	2/10/2016	201607193	IRVING OIL MARKETING, INC.	\$6,024.01
Community Services Department	2/29/2016	201607726	CHALMERS & KUBECK NORTH	\$6,799.00
Fire and Rescue	2/2/2016	201606906	CYN OIL CORPORATION	\$6,840.69
Police	2/17/2016	201607391	STRAFFORD APPLIANCE CO	\$7,005.00
Executive	2/25/2016	201607640	GOVCONNECTION, INC.	\$7,146.66
Executive	2/23/2016	201607496	SHEEHAN, PHINNEY, BASS & GREEN	\$7,298.16
Community Services Department	2/23/2016	201607583	ELECTRIC LIGHT CO, INC.	\$7,654.20
Community Services Department	2/22/2016	201607464	NORRIS INC	\$8,101.00
City Finance Office	2/9/2016	201607151	BAYRING COMMUNICATIONS	\$9,277.18
Police	2/18/2016	201607407	FTG TECHNOLOGIES	\$9,944.10
Executive	2/3/2016	201606923	SOUTHERN COMPUTER WAREHOUSE	\$10,770.88
Community Services Department	2/2/2016	201606801	CITY OF DOVER-WATER~SEWER DEPT.	\$11,406.66
Community Services Department	2/9/2016	201607112	NORTHERN N.E. PASSENGER RAIL	\$14,064.00
Executive	2/3/2016	201606922	CCMSI	\$19,006.81
Community Services Department	2/24/2016	201607629	WRIGHT-PIERCE	\$23,800.00
Recreation	2/3/2016	201606925	DESTEFANO ARCHITECTS, PLLC	\$23,920.00
Recreation	2/16/2016	201607362	A YANKEE LINE, INC.	\$25,711.75
Police	2/24/2016	201607608	CITY OF DOVER-WATER~SEWER DEPT.	\$28,800.00
Community Services Department	2/11/2016	201607240	ROBERT H. IRWIN MOTORS, INC.	\$32,889.00
City Finance Office	2/22/2016	201607462	BAYRING COMMUNICATIONS	\$37,895.00
Community Services Department	2/25/2016	201607652	EMERY & GARRETT	\$215,500.00

City of Dover Parking Garage:

February 29, 2016

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	95420130	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
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

City of Dover Parking Garage:

February 29, 2016

DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
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
9/30/2015	Refund from PSNH for Relocation Work	(\$11,576.53)		
10/1/2015	Independent Inspections	\$160.00	1410139-09	JOHN TURNER CONSULTING INC
10/29/2015	Progress payment - Guaranteed Maximum Price Construction	\$1,328,200.18	#15 B14007-G	HARVEY CONSTRUCTION CORPORATION
12/10/2015	Progress payment - Guaranteed Maximum Price Construction	\$804,015.81	#16 B14007-G	HARVEY CONSTRUCTION CORPORATION
12/10/2015	Independent Inspections	\$850.00	1410139-13	JOHN TURNER CONSULTING INC
12/17/2015	Pay Meter Sign Installation Supplies	\$9.61	5023945960.00	NORTHEAST ELECTRICAL DISTRIBUTORS
12/17/2015	Pay Meter Sign Installation Supplies	\$16.32	NHDOV120629	FASTENAL COMPANY
12/24/2015	Portable Post Base Pedestals	\$774.74	269365	CUSTOM PRODUCTS CORPORATION
12/24/2015	Stainless Steel Sign Bolts	\$8.73	NHDOV120644	FASTENAL COMPANY
1/7/2016	Progress payment - Guaranteed Maximum Price Construction	\$579,151.81	#17 B14007-G	HARVEY CONSTRUCTION CORPORATION
1/7/2016	9 x 12 .080 Aluminum Signs	\$157.00	269839	CUSTOM PRODUCTS CORPORATION
1/7/2016	Snap On Safety Signs	\$211.85	S15-4503	SA-SO
1/14/2016	Bolts for Signs	\$16.56	NHDOV121017	FASTENAL COMPANY
1/14/2016	Hardware for Signs	\$6.20	NHDOV121010	FASTENAL COMPANY
1/14/2016	Relocation of Streetlight Pole 4/23	\$5,595.98	296321880	EVERSOURCE-6
1/14/2016	Shipping Charges from Previous PO 201605194	\$21.34	269839-S&H	CUSTOM PRODUCTS CORPORATION
1/28/2016	Progress payment - Guaranteed Maximum Price Construction	\$314,658.58	#18 B14007-G	HARVEY CONSTRUCTION CORPORATION
2/18/2016	Elevator Inspection	\$100.00	326679	TREASURER, STATE OF NH - 5
2/25/2016	Additional Civil & Architectural svs parking garag	\$2,028.91	7335	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$24,207.09	7335	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$8,276.80	7527-A	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$8,276.80	7923-A	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$18,621.31	9048	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$7,618.59	9048	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$8,276.80	7561	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$8,276.80	7578	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$6,630.29	7499-A	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$1,646.51	7499-A	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	(\$3,750.02)	8055-A	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$43,973.36	8055	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Additional Civil & Architectural svs parking garag	\$8,276.80	7816	LAVALLEE BRENSINGER ARCHITECTS
Expended To Date	\$10,698,523.67	\$10,698,523.67		
	DESCRIPTION	ENCUMBRANCE		VENDOR NAME
	Pile Doc & Observation; Geotech Design Support	\$631.66		RANSOM ENVIRONMENTAL CONSULTANTS, INC
	Independent Construction Inspections	\$7,079.00		JOHN TURNER CONSULTING INC
	Additional Civil & Architectural svs parking garage	\$170.91		LAVALLEE BRENSINGER ARCHITECTS
	Construction - Guaranteed Maximum Price	\$892,563.94		HARVEY CONSTRUCTION CORPORATION
	Waste Receptacles	\$902.93		W.B MASON CO., INC
	Ice Melt Spreader	\$127.99		AUBUCHON COMPANY, INC.
Encumbrances	\$901,476.43	\$901,476.43		
Available Balance	\$ (0.10)			

**City of Dover
Police Facility:**

February 29, 2016

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	Facility Construction - Guaranteed Maximum Price	\$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

**City of Dover
Police Facility:**

February 29, 2016

<i>DATE</i>	<i>DESCRIPTION</i>	<i>AMOUNT PAID</i>	<i>INVOICE #</i>	<i>VENDOR NAME</i>
9/24/2015	Permitting Fee for Back-Up Generator at New Police	\$1,279.20	ARD-GSP-01	TREASURER, STATE OF NH - 26
10/29/2015	Facility Construction - Guaranteed Maximum Price	\$1,069,470.99	#15 B14007	HARVEY CONSTRUCTION CORPORATION
11/5/2015	Cat Model C15 Diesel generator	\$115,000.00	ENOAINV00	SOUTHWORTH-MILTON INC
11/19/2015	Police Facility Phase IIB Required Additional Svs	\$1,000.00	7577 / 07-01	LAVALLEE BRENSINGER ARCHITECTS
11/19/2015	Police Facility Phase IIA reimbursables allowance	\$826.80	7815	LAVALLEE BRENSINGER ARCHITECTS
11/19/2015	Police Facility Phase IIA reimbursables allowance	\$551.20	7923	LAVALLEE BRENSINGER ARCHITECTS
11/20/2015	Police Facility Phase IIA Basic Architectural & E	\$8,819.20	7577 / 07-01	LAVALLEE BRENSINGER ARCHITECTS
11/21/2015	Police Facility Phase IIA Basic Architectural & E	\$8,819.20	7815	LAVALLEE BRENSINGER ARCHITECTS
11/22/2015	Police Facility Phase IIA Basic Architectural & E	\$8,819.20	7923	LAVALLEE BRENSINGER ARCHITECTS
11/19/2015	Police Facility Phase IIB Required Additional Svs	\$6,000.00	7923	LAVALLEE BRENSINGER ARCHITECTS
12/10/2015	Facility Construction - Guaranteed Maximum Price	\$821,264.34	#16 B14007	HARVEY CONSTRUCTION CORPORATION
12/17/2015	Commissioning Services	\$1,201.94	60858	WSP USA CORP
12/24/2015	new police facility office furniture	\$117,804.00	2335	OFFICEWORKS OF NEW ENGLAND, INC.
1/7/2016	Facility Construction - Guaranteed Maximum Price	\$781,819.30	#17 B14007	HARVEY CONSTRUCTION CORPORATION
1/14/2016	Fiber Installation from City Hall to New Police Fa	\$12,758.40	1601001	HOWARD SYSTEMS, LLC.
1/28/2016	Facility Construction - Guaranteed Maximum Price	\$713,715.30	#18 B14007	HARVEY CONSTRUCTION CORPORATION
2/11/2016	Fiber Installation from City Hall to New Police Fa	\$7,405.40	1601008	HOWARD SYSTEMS, LLC.
2/25/2016	Dell Netshelter SX 42U Rack 600mm x 1070mm	\$4,607.96	XJWFRPK62	DELL MARKETING L.P.
2/25/2016	Architecture & Engineering Services	\$14,014.08	8092	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Architecture & Engineering Services	\$12,156.54	9086	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Architecture & Engineering Services	\$18,135.54	9047	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Police Facility Phase IIA Basic Architectural & E	\$32,030.40	8055	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Police Facility Phase IIA reimbursables allowance	\$9,341.20	8055	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Police Facility Phase IIB Required Additional Svs	\$18,829.09	8055	LAVALLEE BRENSINGER ARCHITECTS
2/25/2016	Architecture & Engineering Services	\$66,874.74	8055	LAVALLEE BRENSINGER ARCHITECTS
Expended To Date	\$7,489,822.91	\$7,489,822.91		
<i>DESCRIPTION</i>		<i>ENCUMBRANCE</i>	<i>VENDOR NAME</i>	
		\$19,702.28	LAVALLEE BRENSINGER ARCHITECTS	
Facility Construction - Guaranteed Maximum Price		\$2,142,413.27	HARVEY CONSTRUCTION CORPORATION	
Commissioning Services		\$17,548.06	WSP USA CORP	
PD Station Fiber & Copper Install		\$6,500.00	BAYRING COMMUNICATIONS	
New Police Station Office Furniture		\$142,452.18	OFFICEWORKS OF NEW ENGLAND, INC.	
Fiber Installation from CH to New PD Facility		\$1,100.20	HOWARD SYSTEMS, LLC.	
Installation of Copper Circuits for Radio Repeater		\$2,480.00	FAIRPOINT COMMUNICATIONS, INC.	
Sensor Technology		\$1,966.50	SENSOURCE, INC	
Appliances		\$7,005.00	STRAFFORD APPLIANCE CO	
Wireless Technology		\$9,944.10	FTG TECHNOLOGIES	
Water & Sewer Investment Fees		\$28,800.00	CITY OF DOVER-WATER~SEWER DEPT.	
Flange, Gaskets & Bolts		\$225.76	CITY OF DOVER-WATER~SEWER DEPT.	
Encumbrances	\$2,380,137.35	\$2,380,137.35		
Available Balance	\$ 30,039.86			

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) February 29, 2016

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,322,607	162,349	941,042	71.2	381,565	0	381,565	28.8
Expenditures	977,165	89,111	612,478	62.7	364,687	167,722	196,965	20.2
Debt Service								
Principal	290,453	0	24,636	8.5	265,817	0	265,817	91.5
Interest	54,989	0	3,884	7.1	51,105	0	51,105	92.9
	0	73,238	300,043	0.0	(300,043)	(167,722)	(132,321)	-

City of Dover

Expenditures of Major Funds

February 29, 2016

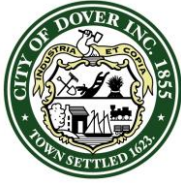
(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 407,686	\$ 57,654	\$ 237,348	58.0%	\$ 170,338	\$ 87,109	\$ 83,229	20.4%
Executive	864,566	52,588	639,535	74.0	225,031	125,876	99,156	11.5
Finance	1,739,467	130,965	1,118,345	64.0	621,122	433,608	187,514	10.8
Planning	642,382	41,059	354,849	55.0	287,533	138,561	148,972	23.2
Misc General Government	1,190,293	31,025	470,915	40.0	719,378	90,861	628,517	52.8
Police	7,801,851	662,212	5,195,863	67.0	2,605,988	1,798,609	807,379	10.3
Fire & Rescue	8,248,269	600,968	5,379,761	65.0	2,868,508	1,615,344	1,253,164	15.2
Community Service Public Works	6,652,331	434,206	3,138,955	47.0	3,513,376	1,291,430	2,221,946	33.4
Recreation	2,095,972	170,952	1,300,518	62.0	795,454	336,658	458,796	21.9
Public Library	1,131,936	92,387	738,085	65.0	393,851	297,317	96,534	8.5
Public Welfare	808,656	53,885	438,752	54.0	369,904	71,423	298,481	36.9
Debt Service	10,300,081	-	3,627,118	35.0	6,672,963	6,414,604	258,360	2.5
Other Financing Sources/Uses	3,271,483	676,047	1,282,327	39.0	1,989,156	-	1,989,156	60.8
School	46,687,263	3,656,421	27,122,625	58.0	19,564,638	19,349,617	215,021	0.5
Intergovernmental	8,331,912	-	8,331,912	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 100,174,148	\$ 6,660,368	\$ 59,376,908	59.3%	\$ 40,797,240	\$ 32,051,015	\$ 8,746,225	8.7%
3213 Parking Activity Fund								
Police	\$ 672,223	\$ 34,802	\$ 266,426	40.0%	\$ 405,797	\$ 178,681	\$ 227,117	33.8%
Sub-total : 3213 Parking Activity Fund	\$ 672,223	\$ 34,802	\$ 266,426	39.6%	\$ 405,797	\$ 178,681	\$ 227,117	33.8%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,036,187	\$ 61,273	\$ 560,511	54.0%	\$ 475,676	\$ 455,849	\$ 19,828	1.9%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,036,187	\$ 61,273	\$ 560,511	54.1%	\$ 475,676	\$ 455,849	\$ 19,828	1.9%
3381 McConnell Center Fund								
Recreation	\$ 828,893	\$ 37,723	\$ 315,160	38.0%	\$ 513,733	\$ 414,585	\$ 99,148	12.0%
Sub-total : 3381 McConnell Center Fund	\$ 828,893	\$ 37,723	\$ 315,160	38.0%	\$ 513,733	\$ 414,585	\$ 99,148	12.0%
3410 Recreation Special Revenue Fund								
Recreation	\$ 596,591	\$ 53,593	\$ 310,717	52.0%	\$ 285,873	\$ 46,416	\$ 239,458	40.1%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 596,591	\$ 53,593	\$ 310,717	52.1%	\$ 285,873	\$ 46,416	\$ 239,458	40.1%
5300 Water Fund								
Community Service Public Works	\$ 5,014,022	\$ 777,370	\$ 3,123,683	62.0%	\$ 1,890,339	\$ 696,090	\$ 1,194,249	23.8%
Sub-total : 5300 Water Fund	\$ 5,014,022	\$ 777,370	\$ 3,123,683	62.3%	\$ 1,890,339	\$ 696,090	\$ 1,194,249	23.8%
5320 Sewer Fund								
Community Service Public Works	\$ 7,428,000	\$ 965,424	\$ 4,440,501	60.0%	\$ 2,987,499	\$ 949,468	\$ 2,038,031	27.4%
Sub-total : 5320 Sewer Fund	\$ 7,428,000	\$ 965,424	\$ 4,440,501	59.8%	\$ 2,987,499	\$ 949,468	\$ 2,038,031	27.4%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,004,796	\$ 59,649	\$ 406,499	40.0%	\$ 598,297	\$ 129,484	\$ 468,813	46.7%
Sub-total : 6100 Dovernet Fund	\$ 1,004,796	\$ 59,649	\$ 406,499	40.5%	\$ 598,297	\$ 129,484	\$ 468,813	46.7%
Total : EXPENDITURES	\$ 116,754,860	\$ 8,650,203	\$ 68,800,404	58.9%	\$ 47,954,456	\$ 34,921,588	\$ 13,032,868	11.2%

City of Dover

Revenues of Major Funds February 29, 2016 (General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 73,685,172	\$ 302,423	\$ 38,687,929	53.0%	\$ 34,997,243	\$ -	\$ 34,997,243	(47.5)%
Licenses & Permits	5,339,940	492,470	3,784,343	71.0	1,555,597	-	1,555,597	29.1
Intergovernmental	2,212,505	113,737	2,051,533	93.0	160,972	-	160,972	7.3
Charges for Services	3,527,041	322,475	2,232,644	63.0	1,294,397	-	1,294,397	36.7
Miscellaneous Revenue	951,895	26,653	673,595	71.0	278,300	-	278,300	29.2
Education	14,007,047	1,172,358	9,241,649	66.0	4,765,398	-	4,765,398	34.0
Operating Transfers In	310,548	-	-	0.0	310,548	-	310,548	100.0
Other Financing Sources	140,000	-	-	0.0	140,000	-	140,000	100.0
Sub-total : 1000 General Fund	\$ 100,174,148	\$ 2,430,116	\$ 56,671,694	57.0%	\$ 43,502,454	\$ -	\$ 43,502,454	43.4%
3213 Parking Activity Fund								
Licenses & Permits	\$ 105,000	\$ 11,984	\$ 99,314	95.0%	\$ 5,686	\$ -	\$ 5,686	5.4%
Parking Income	412,223	29,244	277,262	67.0%	134,961	-	134,961	32.7%
Parking Fines	155,000	17,548	109,962	71.0%	45,039	-	45,039	29.1%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 672,223	\$ 58,777	\$ 486,538	72.0%	\$ 185,685	\$ -	\$ 185,685	27.6%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,556	\$ -	\$ 11,111	116.0%	\$ (1,555)	\$ -	\$ (1,555)	-16.3%
Charges for Services	930,000	65,001	639,316	69.0%	290,684	-	290,684	31.3%
Miscellaneous Revenue	0	9	444	0.0	(444)	-	(444)	0.0
Other Financing Sources	35,728	-	-	0.0	35,728	-	35,728	100.0
Sub-total : 3320 Residential Solid Waste	\$ 975,284	\$ 65,010	\$ 650,870	67.0%	\$ 324,414	\$ -	\$ 324,414	33.3%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 698,701	\$ 57,907	\$ 467,454	67.0%	\$ 231,247	\$ -	\$ 231,247	33.1%
Operating Transfers In	130,192	9,636	84,374	65.0	45,818	-	45,818	35.2
Sub-total : 3381 McConnell Center	\$ 828,893	\$ 67,543	\$ 551,828	67.0%	\$ 277,065	\$ -	\$ 277,065	33.4%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 403,815	\$ 15,716	\$ 219,334	54.0%	\$ 184,481	\$ -	\$ 184,481	45.7%
Miscellaneous Revenue	15,500	1,083	5,250	0.3	10,250	-	10,250	66.1
Operating Transfers In	15,500	-	-	0.0	15,500	-	15,500	100.0
Other Financing Sources	158,834	-	-	0.0	158,834	-	158,834	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 593,649	\$ 16,798	\$ 224,584	38.0%	\$ 369,065	\$ -	\$ 369,065	62.2%
5300 Water Fund								
Charges for Services	\$ 4,795,901	\$ 487,765	\$ 2,596,196	54.0%	\$ 2,199,705	\$ -	\$ 2,199,705	45.9%
Miscellaneous Revenue	70,500	6,243	51,370	73.0	19,130	-	19,130	27.1
Sub-total : 5300 Water Fund	\$ 4,866,401	\$ 494,008	\$ 2,647,567	54.0%	\$ 2,218,834	\$ -	\$ 2,218,834	45.6%
5320 Sewer Fund								
Intergovernmental	\$ 5,078	\$ -	\$ -	0.0%	\$ 5,078	\$ -	\$ 5,078	100.0%
Charges for Services	6,326,947	590,804	3,171,723	50.0	3,155,224	-	3,155,224	49.9
Miscellaneous Revenue	57,000	5,350	42,645	75.0	14,355	-	14,355	25.2
Other Financing Sources	942,687	-	-	0.0	942,687	-	942,687	100.0
Sub-total : 5320 Sewer Fund	\$ 7,331,712	\$ 596,154	\$ 3,214,369	44.0%	\$ 4,117,343	\$ -	\$ 4,117,343	56.2%
6100 Dovernet Fund								
Charges for Services	\$ 669,794	\$ 109,165	\$ 488,122	73.0%	\$ 181,672	\$ -	\$ 181,672	27.1%
Miscellaneous Revenue	25,000	-	25,000	1.0	-	-	-	0.0
Operating Transfers In	-	-	-	0.0	0	-	0	#DIV/0!
Other Financing Sources	100,417	-	-	0.0	100,417	-	100,417	100.0
Sub-total : 6100 Dovernet Fund	\$ 795,211	\$ 109,165	\$ 513,122	65.0%	\$ 282,089	\$ -	\$ 282,089	35.5%
Total : REVENUES	\$ 116,237,521	\$ 3,837,571	\$ 64,960,572	56.0%	\$ 51,276,949	\$ -	\$ 51,276,949	44.1%



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, March 2, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Gagnon led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gagnon, Councilor Greenshields, Councilor Nicolella, Councilor O'Connor, Councilor Shanahan, and Councilor Thibodeaux.

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

5. CITIZEN'S FORUM

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

Michael Palczynski, 371 Middle Road: He spoke about his concerns regarding the Dover toll booth location.

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

6. DISCUSSIONS

A. DOVER TOLL BOOTH LOCATION

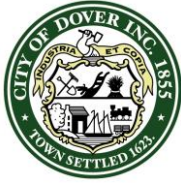
City Manager Joyal introduced Keith Cota and David Smith of the NH Department of Transportation (NHDOT) to speak to the Council.

Keith Cota and David Smith gave an overview of the Dover Toll Booth Conversion Project to the Council.

B. PROPOSED THORNWOOD LANE DEVELOPMENT AGREEMENT WITH VARNEY BROOK LANDS, LLC

City Manager Joyal introduced Chad Kageleiry, Varney Brooks Lands, LLC, to the Council. Mr. Kageleiry gave an overview of the Thornwood Lane Development project to the Council. Assistant City Manager Parker gave an overview of the City's portion of this development project, the impact fees due to the City, and how the City will benefit from the project. City Manager said the project be brought forward to the Council as a resolution with a Public Hearing to allow for citizen input.

There was Council consensus to bring it forward as a resolution.



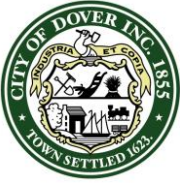
CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, March 2, 2016**
Meeting Time: **7:00 pm**

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Greenshields.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, March 9, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Thibodeaux led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gagnon, Councilor Greenshields, Councilor Nicolella, Councilor O'Connor, Councilor Shanahan, and Councilor Thibodeaux.

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

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add Item #13.B.7., and two emails as Council Correspondence Item #14.B. from Mary Pagucci, and #14.C. Aimee Dion.

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

Vote: 9/0.

7. PUBLIC HEARINGS

A. CHAPTER 166, VEHICLES AND TRAFFIC: SECTION 37, HOURS OF OPERATION SPONSORED BY MAYOR WESTON BY REQUEST

Dan Demers, Owner of The Strand Theater, Third Street: He said he was representing the business community. He spoke in opposition to the Ordinance change.

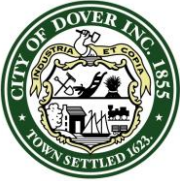
Mayor Weston, seeing no one else wishing to speak, closed the Public Hearing.

8. CITIZEN'S FORUM

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

Dorothea Hooper, 84 Katie Lane: She gave an overview of the Seacoast Educational Endowment for Dover (SEED) to the Council.

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, March 9, 2016**
Meeting Time: **7:00 pm**

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He discussed the City's favorable new bond ratings from Moody's and Standard & Poor's, which will help when the City sells bonds to the Dover High School project.

He invited Police Chief Colarusso to address the Council regarding the opioid issue and Dover's involvement to help those affected.

Chief Colarusso gave an overview of the three-way approach to work on this issue: enforcement, prevention, and treatment. He introduced Vicky Hebert to give a presentation to the Council.

Ms. Hebert gave a PowerPoint presentation to the Council regarding

Councilor O'Connor moved to suspend the rules to reopen Citizen's Forum. Several citizens were presented that were mistakenly told that Citizen's Forum would be held at 7:30.

Councilor Shanahan seconded the motion.

Roll Call Vote: 9/0.

Mayor Weston reopen the Citizen's Forum.

Pam Simpson, 11 Toftree Lane, co-owner of Harvey's Bakery: She spoke against the Ordinance change regarding paid parking on Saturdays.

Dan DeGrace, owner of The Falls Grill and Tavern: He spoke against the Ordinance change regarding paid parking on Saturdays.

Peter Henry, owner of Market Square Jewelers: He spoke against the Ordinance change regarding paid parking on Saturdays.

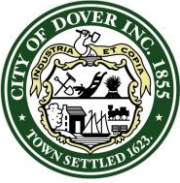
Leo Alie, owner of Alie's Jewelers: He spoke against the Ordinance change regarding paid parking on Saturdays.

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

City Manager's Report continued.

Deputy Mayor Carrier moved to accept the City Manager's Report.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, March 9, 2016**
Meeting Time: **7:00 pm**

10. APPROVAL OF MINUTES

- A. February 17, 2016 – Workshop**
- B. February 24, 2016 – Regular Meeting**
- C. February 24, 2016 – Workshop**

Deputy Mayor Carrier moved to approve the minutes; seconded by Councilor Greenshields. Councilor Shanahan said he provided corrections to the February 24, 2016 meeting minutes to the City Clerk, which have been amended.

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

Vote. 8/0. Councilor O'Connor was absent from Council Chambers.

11. MAYOR'S REPORT

Mayor Weston said she attended the Greater Dover Chamber of Commerce Tri-City Legislative Reception. She spoke about the Tri-City Coalition and the other participants' willingness to follow the City's role on Senate Bills and House Bills coming before the State Legislature. She spoke about the Rite Aid KidCents program, which donated over \$10,000 to Zebra's Crossing.

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

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 166, VEHICLES AND TRAFFIC: SECTION 37, HOURS OF OPERATION

SPONSORED BY MAYOR WESTON BY REQUEST

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

Parking Commission Chairperson Reynolds gave an overview of the ordinance change to the Council.

Roll Call Vote: 0/9, Failed.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. ROAD RACE – Dover Main Street**
- 2. ROAD RACE – Wentworth-Douglass Hospital**



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, March 9, 2016**
Meeting Time: **7:00 pm**

3. POLICE DISPATCH EQUIPMENT

SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---|
| 1. School Board | 13. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 2. Planning Board | 14. Joint Building Committee – Garrison Elementary School |
| 3. Appointments Committee | 15. Dover Main Street |
| 4. Recreation Advisory Board | 16. Library Board of Trustees |
| 5. McConnell Center Advisory Committee | 17. Dover Downtown TIF Advisory Board |
| 6. Arts Commission | 18. Waterfront TIF Advisory Board |
| 7. Solid Waste Advisory Commission | 19. Energy Commission |
| 8. Transportation Advisory Commission | 20. Heritage Commission |
| 9. Pool Advisory Committee | 21. Tri-City Coalition |
| 10. Parking Commission | 22. Arena Commission |
| 11. Ordinance Committee | |
| 12. Police and Parking Facility Building Committee | |

Deputy Mayor Carrier moved to adopt the Consent Calendar; seconded by Councilor Shanahan. Mayor Weston asked the Council if they had items they would like pulled for further discussion. Deputy Mayor Carrier pulled 13.A.1. Councilor Ciotti pulled the Planning Board Report. Councilor Thibodeaux pulled Item #13.A.3. Mayor Weston asked for a vote on the remaining item on the Consent Calendar.

Deputy Mayor Carrier moved to approve Item #13.A.1.; seconded by Councilor Ciotti. Deputy Mayor Carrier gave an overview of the event to the Council
Vote: 9/0.

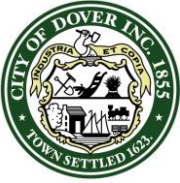
Deputy Mayor Carrier moved for the adoption of #13.A.3.; seconded by Councilor Thibodeaux. Chief Colarusso gave an overview of the resolution to the Council.
Roll Call Vote: 9/0.

Councilor Ciotti gave an overview of the Planning Board Report to the Council. Deputy Mayor Carrier moved to accept the Planning Board Report; seconded by Councilor Gagnon.
Vote: 9/0.

B. RESOLUTIONS

1. REQUEST FOR PROHIBITION OF HUNTING ON WILLAND POND SPONSORED BY COUNCILOR GAGNON

Councilor Gagnon moved for its adoption; seconded by Councilor Ciotti.
Roll Call Vote: 8/1; Passed. Councilor Nicolella was opposed.
Mayor Weston said she will send a copy of this resolution to the City of Somersworth.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, March 9, 2016**
Meeting Time: **7:00 pm**

2. MINIMUM FUND BALANCE FINANCIAL POLICY
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 9/0.

3. OPPOSITION TO SB 349
SPONSORED BY MAYOR WESTON

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Thibodeaux.
Vote: 8/0. Councilor Nicolella was absent from Council Chambers.

4. OPPOSITION TO HB 1687 AND 1688
SPONSORED BY MAYOR WESTON

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Gagnon.
Vote: 9/0.

5. SUPPORT OF HB 1630
SPONSORED BY MAYOR WESTON

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
Vote: 9/0.

**6. DEVELOPMENT AGREEMENT BETWEEN THE CITY OF DOVER AND VARNEY
BROOK LANDS, LLC
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 23, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST

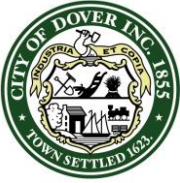
Deputy Mayor Carrier moved to refer to a public hearing on March 23, 2016; seconded
by Councilor Thibodeaux.
Vote: 9/0.

7. OPPOSITION TO HB 1998
SPONSORED BY MAYOR WESTON

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 9/0.

C. ORDINANCES IN 1ST READING

**1. CHAPTER 5, SECTION 25 – HERITAGE COMMISSION
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 23, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, March 9, 2016**
Meeting Time: **7:00 pm**

14. COUNCIL CORRESPONDENCE

- A. Letter from Charles Reynolds, received February 18, 2016.**
- B. Email from Mary Pagucci, dated March 9, 2016.**
- C. Email from Aimee Dion, dated March 9, 2016.**

Deputy Mayor Carrier moved to place correspondence on file; seconded by Councilor Shanahan.
Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Councilor Thibodeaux asked the Parking Manager to give the Council a status update on the Parking Garage.

Parking Manager Simons gave an overview to the Council.

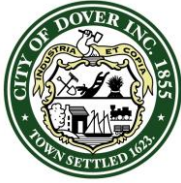
Councilor Thibodeaux spoke about the sign up period for Dover Youth Softball.

Councilor O'Connor announced that former Foster's Daily Democrat report Casey Connolly and his wife just had a baby boy.

Deputy Mayor Carrier said the Police State grand opening will be coming up in late April or early May.

16. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Greenshields.
Vote: 9/0.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2016-03.09 – 004**
Ordinance Title: Chapter 5, Boards, Commissions and Committees
Chapter: 5
Section: 25. Heritage Commission

The City of Dover Ordains:

1. PURPOSE

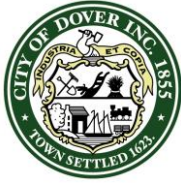
The purpose of this ordinance is to amend Chapter 5 entitled “Boards, Commissions and Committees” by revising Section 5-25.A. MEMBERSHIP.

2. AMENDMENT

Chapter 5, Section 25 entitled “Heritage Commission” is hereby amended as follows:

5-25. Heritage Commission [Added on 2015.10.28 by Ord. No. 2015.10.14-021]

- A. MEMBERSHIP: The Heritage Commission shall consist of ~~five (5)~~four (4) 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. TERM 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 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
 - (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 non profit groups.
- D. Any appropriations 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.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2016-03.09 – 004**
Ordinance Title: Chapter 5, Boards, Commissions and Committees
Chapter: 5
Section: 25. Heritage Commission

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: Anthony Blenkinsop
City Attorney
Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date: 03/09/2016	Public Hearing Date: 03/23/2016
Approved Date:	Effective Date:

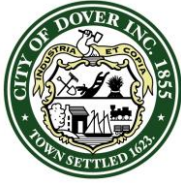
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

This ordinance clarifies the membership of the Commission.

Document Created by: Planning Document Posted on: March 3, 2016	O-2016.03.09 Chapter 5, Boards, Commissions and Committees, Section 25 Heritage Commission Page 2 of 2
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.6.

Resolution Number: **R – 2016.03.09 – 033**

Resolution Re: **Acceptance of Development Agreement Between the City of Dover and Varney Brook Lands, LLC**

- WHEREAS: The City of Dover is committed to development as part of its economic development goals and objectives in order to create a vibrant city; and
- WHEREAS: Varney Brook Lands, LLC (also “Developer”), the developer and owner of property located at Tax Map K, Lot 19, consisting of 51 acres +/- which fronts Thornwood Lane, between Dover Point Road and Middle Road, is interested in redeveloping the property to the highest and best use; and
- WHEREAS: City staff is negotiating a Development Agreement between Varney Brook Lands, LLC and the City of Dover for the redevelopment of the property. The redevelopment of the property is projected to be valued at a minimum of \$7,000,000.00 assessed value of the land and building, increasing to at least \$21,000,000.00 over time; and
- WHEREAS: Upon Planning Board approval of the development project, satisfaction of conditions precedent, and the passing of any relevant appeal periods, the City shall reimburse the Developer \$1,200,000.00 toward the commercially reasonable costs expended by the Developer on the Public Improvements stated in the Term Sheet, which include, but are not limited to construction of athletic fields within the City; and
- WHEREAS: The property will be redeveloped in a manner consistent with the City's Master Plan, and consistent with a pro-diverse economic development policy endorsed by the Dover Business and Industrial Development Authority and Planning Board.

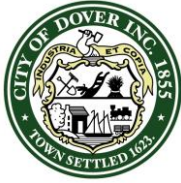
NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

The City Manager is authorized to enter into a Development Agreement with Varney Brook Lands, LLC consistent with the terms and conditions in the Term Sheet to the development of the property along Thornwood Lane, Tax Map K, Lot 19 and to sign documents to be recorded with the Registry of Deeds, including any deed(s) and/or easement(s), consistent with the terms of the Development Agreement.

REFER TO A PUBLIC HEARING

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.6.

Resolution Number: **R – 2016.03.09 – 033**
Resolution Re: **Acceptance of Development Agreement Between the City of Dover and Varney Brook Lands, LLC**

DOCUMENT HISTORY:

First Reading Date: 03/09/2016	Public Hearing Date: 03/23/2016
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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

See attached Development Agreement Term Sheet and Site Plan.

**Development Agreement Term Sheet between City of Dover, New Hampshire (“City”) and
Varney Brook Lands, LLC (the “Developer”)**

1. The Developer seeks to develop the property known as Map K, Lot 19, consisting of 51 acres, more or less, and which fronts Thornwood Lane, between Dover Point Road and Middle Road (the “Project Site”). A more detailed agreement will be signed by the parties with the terms set forth herein and additional terms as is customary in New Hampshire (the “Development Agreement”).
2. If, within three years of the date of the LDA, the Developer develops the Project Site in such a way that the City and Developer agree that it is more likely than not that the initial assessed value of the improvements to the Project Site equate to at least Seven million dollars (\$7,000,000) in assessed value, then the City shall reimburse the Developer One Million Two Hundred Thousand Dollars (\$1,200,000) toward the commercially reasonable costs expended by the Developer on the Public Improvements described below:
 - a. The Developer shall provide the following Public Improvements:
 - i. Completing Thornwood Lane, as per the approved Pointe Place site plan.
 - ii. Conveyance of approximately 4 acres of land from the Developer to the City, adjacent to Applevale Park:
 1. Said land shall be initially utilized as an extension of Applevale Park with the Developer constructing a multi-use athletic field at mutually agreeable dimensions with conveyance to the City for operation and ownership, upon construction. Construction of the field shall allow for full usage in July 2017.
 2. In the future the City shall have the right to convert the land into any suitable municipal/educational use, at its discretion.
 - iii. Construction and installation of a new parking and access to said multi-use field adjacent to Applevale Park including a perpetual easement from the Developer to the City for said access and parking.
 - iv. Construction and installation of a new multi-use athletic field, at mutually agreeable dimensions, on land owned by the Developer off of Stonewall Drive in Dover. The field shall be owned and maintained by the Developer, or assignee, and shall be open for scheduling of recreational and educational usage in perpetuity.
 1. Said field shall be placed within a conservation/recreation easement granted to the City by the Developer prohibiting redevelopment of the land, shown on plan P15-04.
 2. Construction of the field shall allow for full usage in July 2017.
 3. The Developer and City shall develop a plan for the scheduling of activities upon the field.

- A. The plan shall account for operational impacts on the industrial users of Stonewall Drive.
 - B. The plan shall account for any residential abutters.
 - C. The plan shall give the City priority of use over non-profit sports clubs or leagues.
 - D. This plan shall be reviewed by both parties annually.
 - v. The Developer shall grant public access to the 10.396 conservation easement granted to the City in 2008, Book 3695 Page 488. Access to be determined through approval separate access easement granted to the City.
3. The Developer guarantees that five years after the issuance of the Certificate of Occupancy, noted in 4.c below, the minimum assessed value of the Project Site will be equal to or exceed \$17,000,000.
4. The City shall reimburse the Developer One Million Two Hundred Thousand Dollars (\$1,200,000) toward the commercially reasonable costs expended by the Developer on the Public Improvements. The Developer shall receive reimbursement based upon the following schedule:
- a. Upon completion of the mixed use field located adjacent to Applevale Park, following the process outlined in 170-23 F (1) (c), the Recreation Impact Fees shall be waived for the approximately 240 apartments above the mixed use buildings, and 16 townhomes.
 - i. This is estimated at approximately \$280,000.
 - b. Upon completion of the mixed use field located off Stonewall Drive, and upon Thornwood Lane being deemed usable, passable, and in compliance with applicable provisions of NPFA1(State Fire Code), between Sierra Drive and Dover Point Road, the Developer shall be paid \$320,000.
 - c. Upon the issuance of the Certificate of Occupancy for one mixed use building containing approximately 60 Apartments and 12,000 SF of commercial space on the Project Site, and granting of access easement, the Developer shall be paid \$600,000.
5. The City Manager shall seek to obtain approval from the City Council to execute a Development Agreement consistent with the terms and conditions in this term sheet. Any terms or conditions in the Development Agreement that represent changes or additions to the terms and conditions in this term sheet shall be subject to the consent and approval of the City, acting by and through its City Manager. Changes or additions considered material by the City Manager, in the City Manager's sole discretion, shall require approval by the City Council.



- NOTES**
1. THE BASE PLAN HEREON WAS DEVELOPED FROM AVAILABLE REFERENCE PLANS PRODUCED BY OTHERS. ADDITIONAL FEATURES WERE APPROXIMATED BY ALTUS ENGINEERING, INC. THROUGH THE USE OF SUPPLEMENTARY MATERIAL. ALTUS CONDUCTED NO INDEPENDENT FIELD SURVEY TO VERIFY THE ACCURACY OF THE REFERENCE PLANS OR SUPPLEMENTARY INFORMATION. THEREFORE, ALL INFORMATION SHOWN ON THE BASE PLAN AND ANY CALCULATIONS BASED UPON IT SHOULD BE CONSIDERED APPROXIMATE. THIS INCLUDES BUT IS NOT LIMITED TO ALL PROPERTY LINES, EASEMENTS, UTILITIES, WETLAND BOUNDARIES, BUILDINGS, PAVEMENT, ETC.
 2. THE INTENT OF THIS PLAN IS TO ILLUSTRATE A CONCEPTUAL SITE LAYOUT FOR PLANNING PURPOSES. SITE LAYOUT MAY CHANGE BASED ON FINAL TENANT NEEDS.

THIS DRAWING HAS NOT BEEN RELEASED FOR CONSTRUCTION

ISSUED FOR: DISCUSSION

ISSUE DATE: JANUARY 28, 2016

REVISIONS	
NO.	DESCRIPTION
0	INITIAL SUBMISSION

BY	DATE
CDB	01/28/16

DRAWN BY: CDB
APPROVED BY: EDW
DRAWING FILE: 4390_012816.dwg

SCALE: 24"x36" 1" = 120'
12"x18" 1" = 240'

OWNER:
VARNEY BROOK LANDS, LLC
P.O. BOX 728
DOVER, NH 03821

APPLICANT:
SUMMIT LAND DEVELOPMENT
340 CENTRAL AVE., #202
DOVER, NH 03820

PROJECT:

POINTE PLACE
(FORMERLY THORNWOOD COMMONS)

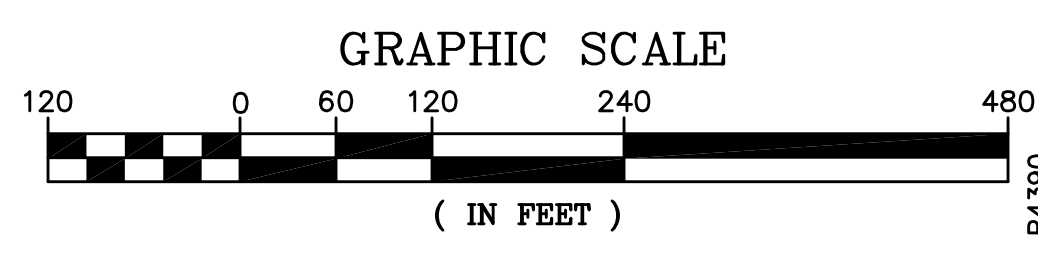
DOVER POINT ROAD, MIDDLE
ROAD & POINTE PLACE
DOVER, NH

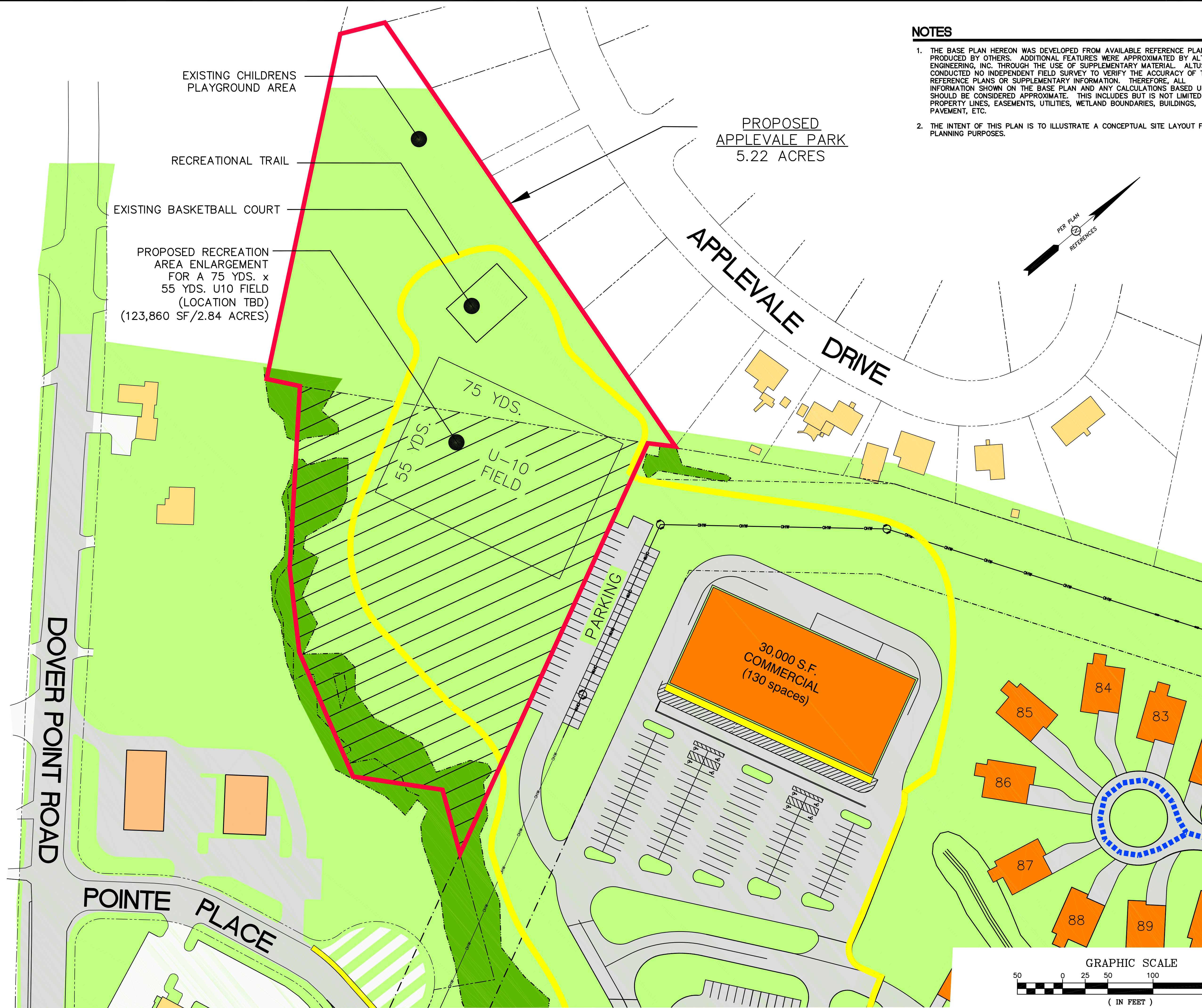
TITLE:

REVISED
MASTER PLAN

SHEET NUMBER:

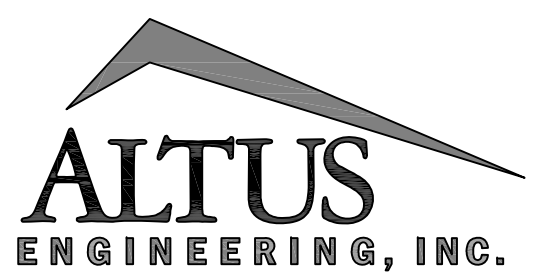
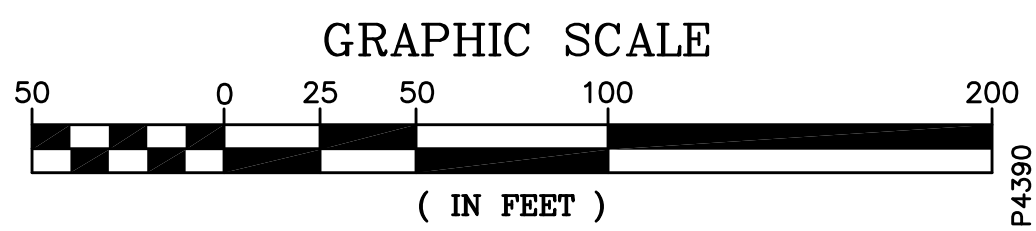
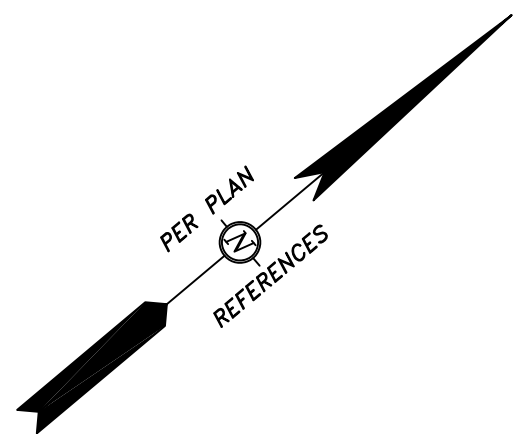
1 OF 1





NOTES

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2. THE INTENT OF THIS PLAN IS TO ILLUSTRATE A CONCEPTUAL SITE LAYOUT FOR PLANNING PURPOSES.



133 COURT STREET PORTSMOUTH, NH 03801
(603) 433-2335 www.ALTUS-ENG.com

THIS DRAWING HAS NOT BEEN
RELEASED FOR CONSTRUCTION

ISSUED FOR: DISCUSSION

ISSUE DATE: JANUARY 28, 2016

REVISIONS		NO.	DESCRIPTION	BY	DATE
		0	INITIAL SUBMISSION	CDB	01/28/16

DRAWN BY: CDB
APPROVED BY: EDW
DRAWING FILE: 4390_012816.dwg

SCALE: 24"x36" 1" = 50'
12"x18" 1" = 100'

OWNER:
VARNEY BROOK LANDS, LLC
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DOVER, NH 03821

APPLICANT:
SUMMIT LAND DEVELOPMENT
340 CENTRAL AVE., #202
DOVER, NH 03820

PROJECT:
POINTE PLACE
(FORMERLY THORNWOOD COMMONS)
DOVER POINT ROAD, MIDDLE
ROAD & POINTE PLACE
DOVER, NH

TITLE:
APPLEVALE PARK
PLAN

SHEET NUMBER:
1 OF 1

To: City Council
From: Christopher Parker, AICP
Cc: J. Michael Joyal
Date: March 17, 2016
Re: Varney Lands LDA

ISSUE:

On March 3, 2016, the City Council reviewed a proposal to enter into an agreement relative to the development of Map K lot 19

INTENT:

This memo will guide you through the agreement and review a requested IRR

FACTS:

Current tax assessment: \$541,700
Current tax bill: \$14,414
Current Tax rate: \$26.61(used in all projections)
Term Sheet Complete: Yes

ATTACHED:

IRR/NPV Calculations
LDA Summary

Introduction

The City of Dover has developed a process for entering into Public Private Partnerships with developers to ensure that growth and development occurs in various parts of the community. The City has had success with these types of agreements on First Street, Stonewall Drive, and Silver Street.

Agreement Details

The developer of Map k Lot 19 has come forward looking for \$1.2 million in contributions toward the creation of a public roadway, multi-use ball field and associated landscaping.

In return for the contribution, the developer will convey approximately 4 acres of land to the City, adjacent to Applevale Park. The conveyance will have a new U-10 Multi-use field constructed upon it. The developer will grant an access easement to the property with parking. Furthermore, the developer will create a U-10 ball field off Stonewall Drive, which the City will have access to. Finally, the developer will grant public access to a ten (10) acre conservation easement, which already exists on the property.

The City will compensate the developer through three payments. The first will be a credit on recreation impact fees for residential units contained within 4 mixed use buildings. The waiver will be tied to the creation of the ball field adjacent to Applevale Park. Furthermore, payments will be made when the roadway is complete and passable, and when a mixed use building has been completed.

As part of the agreement, the developer will guarantee the value of the project, with surety in place that the value exists. Within 3 years of the signing of the agreement, the project must be valued at seven million dollars (\$7,000,000). Five years later, the value must be seventeen million dollars (\$17,000,000).

Financial Review

Attached is a review completed by the Finance Department, which identifies estimated value of the property, based upon known, Planning Board approved projects, and the agreement. This development would be completed in conjunction with the proposed four (4) mixed use, twelve thousand (12,000) square feet of commercial space with sixty (60) apartment units above, currently in plan review. Furthermore, there is additional standalone commercial space anticipated. The analysis anticipates debt financing of nine hundred twenty thousand dollars (\$920,000), at a rate of four percent (4%) over five (5) years to cover the City's non-waiver credit contribution. The interest rate will be set upon issuance, but is typically of municipal rates.

Net impact of the agreement would result in almost two million dollars (\$2,000,000) in additional tax revenue over the ten year period. This is after paying one million (\$1,000,000) towards the debt service. Furthermore, this net value, does not include the value of the property being conveyed to the City, which could be used for any number of uses in the future. Finally, three is intangible benefit to the City in obtaining two (2) U-10 ball fields for use by recreation and school athletic programs. Particularly of note is that both fields will be completed prior to the commencement of construction on the new High School, which will disrupt existing fields.

Summary of Land Development Agreement between the City of Dover and Varney Brook Lands, LLC

Developer to complete mixed use development on 51 acres, at their cost.

Public Improvements:

- Public Roadway connecting Dover Point Road and Middle Road
 - With roundabout to act as traffic calmer
- Applevale Park
 - Create U10 multi use athletic field
 - By July 2017
 - Install parking and access to field, from Thornwood
 - Donate 4+ acres to City
- Stonewall Drive
 - Create U10 multi use athletic field
 - By July 2017
 - Maintain field
- Public Access to Open Space
 - Allow public access to 10 acre area around pond on property with walking trails.
- Expected costs of public improvements \$1,200,000.00
 - To be paid back through tax revenue

Surety for City:

- City to reimburse the developer for public improvement costs after the fields have been completed, land donated, road complete and CO has been issued for a mixed use building with 12,000 square feet of nonresidential on the first floor, and residential above
- Tax Guarantee.
 - Within 3 years of the agreement, \$7,000,000.00 in a Assessed Value is stipulated by the agreement
 - Generates approximately \$187,000 in tax revenue (\$26.61 used as tax rate)
 - Principal repaid in 5 years if tax rate and assessment do not change.
 - Within 5 years of the issuance of the CO for the mixed use building, \$17,000,000.00 in a Assessed Value is stipulated by the agreement
 - Generates approximately \$ 452,370 in tax revenue (\$26.61 used as tax rate)
- If tax shortfalls exist, the Developer must make up the shortfall.
- Notice of DA will be recorded at SCRD, so DA runs with the land and binds any future purchaser if the property is later sold before full recovery of the City's reimbursement occurs.

Other Items:

- Thornwood Lane renamed Pointe Place
- Developer still required to address of site impacts of traffic light at Dover Point Road
- Total build out of project includes
 - 3 additional mixed use buildings, contemplated
 - Two commercial only pads
 - 31 residential units (by a separate developer)
 - 16 townhouse units
- The water and sewer investment fees to be paid by occupants at time of connection
- Lot line adjustment plan will be created paid for by Developer.
- Portion of reimbursement to be through impact fee waiver for recreation (for Applevale)

Current Assessed Value	\$541,700
Current Property Tax Rate	\$26.61
City Debt Finance	\$920,000.00
Rate	4%
Term (Years)	5

	Estimated			Net
	Asssed Value*	Property Taxes	Debt Service	Result
Base Year	\$541,700	\$14,414.64	\$0.00	
Year 1	\$1,000,000	\$26,610.00	\$0.00	\$26,610.00
year 2	\$4,000,000	\$106,440.00	\$0.00	\$106,440.00
year 3	\$7,000,000	\$186,270.00	\$208,800.00	(\$22,530.00)
year 4	\$8,000,000	\$212,880.00	\$213,440.00	(\$560.00)
year 5	\$10,000,000	\$266,100.00	\$206,080.00	\$60,020.00
year 6	\$12,000,000	\$319,320.00	\$198,720.00	\$120,600.00
year 7	\$14,000,000	\$372,540.00	\$191,360.00	\$181,180.00
year 8	\$17,000,000	\$452,370.00	\$0.00	\$452,370.00
year 9	\$17,340,000	\$461,417.40	\$0.00	\$461,417.40
year 10	\$17,686,800	\$470,645.75	\$0.00	\$470,645.75

Year 1 to Year 10	\$2,874,593.15	\$1,018,400.00	\$1,856,193.15
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Base Year	\$14,414.64
10 Years	x 10
	\$144,146.37

* Year 3 and year 8 are guarenteed by LDA



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (☒) the type of application:

RAFFLE* _____, TAG* _____, BLOCK PARTY** ☒ _____,

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

Organization Name: 7th Settlement Brewery

Federal Tax ID number for Organization: 95-4396004

Check (☒) Nature of Organization:

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

(Describe) Brewery / Restaurant

Contact Person: Kate Sanders Day Time Telephone: 603-373-1001

Address: 47 Washington St Dover NH Email: kate@7thsettlement.com

Purpose of Permit: JBREW FESTIVAL

Date of Event: 07-09-16 + 07-10-16 Specific Time: 12N - 5PM

Location of Event: LOWER HENRY LAW PARK

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

*****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): Henry Law Park

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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: Kate Sanders (duly authorized) DATE: 02-29-16

PRINTED NAME: KATE SANDERS

Licensing Board Approval AS Date: 3/4/16





02/29/2016

Re: Seacoast Brew Fest, Saturday July 9th & Sunday July 10th 2016
Lower Henry Law Park

Good Afternoon,

This block party permit application is in regards to a Seacoast Brew Festival we're planning for July 9th & 10th 2016 in the lower portion of Henry Law Park. We will sell tickets to a tented event where seacoast-located breweries will serve small (4oz) tastes of their brews, local independent restaurants will sell concessions and local bands will entertain.

All Breweries will be under two large tents in the lower section of Henry Law Park. We hope to use the sand parking lot at the end of River Street for event parking as well as adjacent park parking around the lower perimeter for vendors. The event area will be fenced off with security volunteers monitoring the perimeter, accepting tickets with identification as well as monitoring consumption. There will be a hired police presence throughout the event as well as pedestrian crosswalks if necessary.

The event will be held from Noon to 4pm and anticipating 1000 tickets sold for each day.

Our mission with this festival is to promote our local brewing and restaurant community and generate great commerce with-in down town Dover. We hope to create another safe, fun festival that will bring community support from throughout the seacoast and beyond. We appreciate and thank you for your support!

Sincerely,

Kate Sanders

Event coordinator
7th Settlement Brewery
47 Washington St. Dover
603-373-1001
kate@7thsettlement.com



**PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**

Check(✓) the type of application:

RAFFLE* ☒, TAG* _____, BLOCK PARTY** _____,

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

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

Check (✓) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports ☒, Veterans____, Fraternal or Political____, Other____
(Describe) 50/50 Raffle at Spring show for ice skating club

Contact Person: Karen Benedetti Day Time Telephone: 603-988-7364

Address: 119 Cottonwood Dr. Dover, NH Email K.benedetti@comcast.net

Purpose of Permit: 50/50 Raffle

Date of Event: 4/16/16 Specific Time: 12 noon

Location of Event: Dover Ice Arena, 110 Portland Ave - Dover

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

Prize (s) To Be Awarded: 50%

Cost of Ticket: \$1 Date of Drawing: 4/16/16

Place of Drawing: Dover Ice Arena

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

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

*****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: Karen Benedetti DATE: 3/7/16
(duly authorized)

PRINTED NAME: Karen Benedetti

Licensing Board Approval [Signature]

Date: 3/10/16



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: Maine Coast Juniors Flyball team sponsored by Piscataqua Obed. Club
Federal Tax ID number for Organization: 02-0360214

Check (☒) Nature of Organization:

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

(Describe) Flyball team

Contact Person: Shirley Bond Day Time Telephone: _____

Address: 1424 Littlefield Rd Wells Email: S.bond@maine-cj.com

Purpose of Permit: to hold a raffle during flyball tournament

Date of Event: 3/9 3/10 Specific Time: 8am & 5pm

Location of Event: Recreation Dept Ice arena Shopsy Park Dover

RAFFLE PERMIT ONLY

Prize (s) To Be Awarded: We have several items on the table - mostly dog related

Cost of Ticket: \$1 a ticket Date of Drawing: 3/9 and 3/10

Place of Drawing: Recreation dept.

* 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 ATC Date: 3/4/16

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

SIGNATURE OF APPLICANT: Shirley Bond DATE: 3/2/2016



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

RAFFLE* ☒, TAG* ☐, BLOCK PARTY** ☐,

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

Organization Name: St Thomas Aquinas High School

Federal Tax ID number for Organization: 02-0256491

Check (☒) Nature of Organization:

Religious ☒, Educational ☒, Charitable ☐, Civic ☐, Sports ☐, Veterans ☐, Fraternal or Political ☐, Other ☐
(Describe) Annual Fashion Show + Auction

Contact Person: Sarah Scheffer Day Time Telephone: 603-742-3206 * 5295

Address: 197 Dover Point Road Dover Email S.Scheffer@Stalux.org

Purpose of Permit: to sell Raffle Tickets

Date of Event: April 10th 2016 Specific Time: 12³⁰ pm

Location of Event: St Thomas Aquinas High School - 197 Dover Point Rd Dover NH

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

Prize (s) To Be Awarded: See attached Description

Cost of Ticket: \$30 per sheet (30 tickets) Date of Drawing: April 10th 2016

Place of Drawing: St Thomas Aquinas High School -

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

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*****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: Sarah Wheeler DATE: 3/3/2016

(duly authorized)

PRINTED NAME: Sarah Wheeler

Licensing Board Approval (Signature)

Date: 3/8/16

Raffle Tickets:

We sell a combination Raffle Ticket Sheet for \$30

- includes 25 - \$1 tickets (for use in the \$1 raffle...these items include restaurant gift cards, spa items, baskets, etc. - generally speaking items valued under \$100)
- includes 5 - \$5 tickets (for use in the \$5 raffle...these items are higher in value — approx. \$100+)

Wine Raffle - several bottles of wine donated by faculty/staff.

\$10 / Ticket

Silent Auction – SMALL 5-10 items. Golf packages, Driving School Certificate, Photography certificate, etc.

Live Auction – SMALL up to 5 items. Includes weekend getaways, STA graduation seats, front row student parking spot, etc.



**PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**

Check(☒) the type of application:

PARADE** ☒ , ROAD TOLL*** _____

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

Organization Name: Behavioral Health & Developmental Services / dba Community Partners
Federal Tax ID number for Organization: 02-0366120

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Red's Road Race for a Better Community

Contact Person: Christine Kozlowski Day Time Telephone: 603-953-5022

Address: 164 Watson Road Dover Email: bc.kozlowski@yahoo.com

Date of Event: 4/10/16 Specific Time: 10am

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

*****PARADE PERMITS*****

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

Police Department Parade Route Approval Signature: _____

Printed Name: Sgt. Marn Speidel

Check Here if Parade Route Is Attached: ☒

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

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

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

I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL per the provisions of RSA 287-A, RSA 31:21 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: Christine Kozlowski DATE: 3/2/16

PRINTED NAME: Christine Kozlowski

Licensing Board Approval AP

Date: 3/4/16

RED'S
SHOE
BARN

DUNKIN'
DONUTS

Railroad Tracks

RT. 4

N

CENTRAL AVE

START

FINISH

HENRY LAKE AVE

COURT ST.

MIDDLE ROAD

BACK RD.

WOKQ

DOMISH

RED'S SHOE
BARN
5 MILE RACE

CENTRAL AVE

Exit 7

SPALDING
TURNPIKE

Volunteers and
Spectators
Please arrive at the
Start at least 15
minutes before the
start of the race.
The race will start
at the intersection
of Central Ave.
and Court St.
at 9:00 AM.

Volunteer Turn Out

Race Start

The walking route goes up Central on to Court St.

From Court St, Walkers then take a right in to the cemetery at entrance #4.

Walkers walk thru cemetery (there is a specific course in the cemetery), meandering toward S. Pine St.

Walkers take a left on to S. Pine St. to Central Ave.

Then, a right on to Central, then another right down Hanson St. to Henry Law.. then finally, a left on Henry Law to finish.



PERMIT APPLICATION CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** ☒ , ROAD TOLL*** ☐ ,

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

Organization Name: Children's Museum of New Hampshire
Federal Tax ID number for Organization: 02-6363746

Check(☒) Nature of Organization:
Religious ☐ , Educational ☐ , Charitable ☒ , Civic ☐ , Sports ☐ , Veterans ☐ , Fraternal or Political ☐ , Other ☒ nonprofit
Name/Description of Event (if applicable): 5K road race + Fun Run
Contact Person: Sarah Lavoie Day Time Telephone: 603.828.4930
Address: c/o CMNH, 6 Washington St, Dover, NH Email: slavoie@burnsbryant.com *
Date of Event: 4/30/16 Specific Time: 9:00am start (set up + break down times too)
Location of Event (if parade, attach course description or map): Kennel Park / CMNH + see attached 5K course

*****PARADE PERMITS*****

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

Police Department Parade Route Approval Signature: [Signature]
Printed Name: Sgt. Marn Speidel Check Here if Parade Route Is Attached: ☒

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

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

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

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

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

SIGNATURE OF APPLICANT: [Signature] DATE: 2/24/16

PRINTED NAME: Sarah E. Lavoie (duly authorized)

Licensing Board Approval [Signature] Date: 3/4/16

* total time for set-up, race, fun-run and take down is usually 5am-noon.

the CHILDREN'S MUSEUM OF NH 5K Dover, NH

Starting line is located on Henry Law Avenue approximately .1 kilometers southeast of the intersection of Henry Law, Main Street, Central Avenue, and Washington Street in Dover, NH. It is 77 feet southeast of telephone pole 138/4/4 (on the east side of road) across from Central Towers Apartment building. The starting line is marked on both sides of the street by a white letter "S" and arrows pointing northeast with a white line marking the start. Three P-M nails were hammered into the start line on each side of the road.

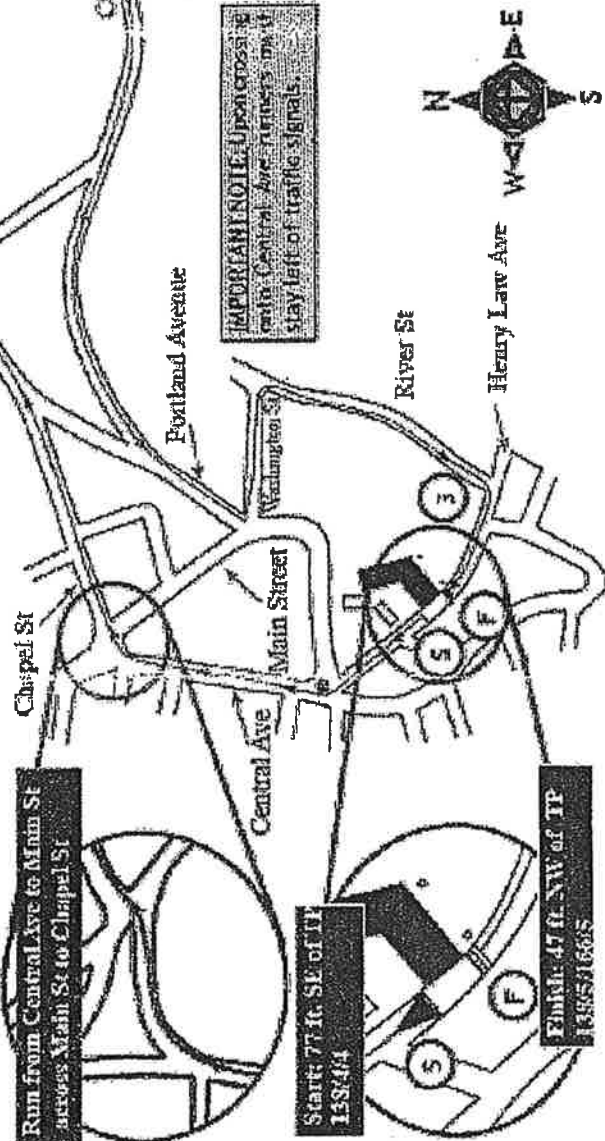
Mile 1 is located on Atlantic Avenue 30 feet west of the edge of the last guard rail post on the right side of the road. It is 43 feet 4 inches west of telephone pole 8/120/7 and approximately 1 foot east of the edge of the manhole cover in the middle of the road. It is west of house numbers 18 on the left and 21 on the right. It is marked with a "1M" in white paint.

Mile 2 is located on Cocheco Road 9 feet east of telephone pole 119/38/30 and approximately 100 yards west of Gerry's Lane and just past house number 113. It is marked with a "2M" in white paint.

Run from Central Ave to Main St
across Main St to Chapel St

Start: 77 ft. SE of TP
138/4/4

Finish: 47 ft. NW of TP
138/5/685



IMPORTANT NOTE: Upon crossing Central Ave runners must stay left of traffic signals.

IMPORTANT NOTE: The turnaround loop through Fairway Meadows on Fairway Drive was measured running clockwise around the loop.

Certified Course



NH11010RF

Certificate Effective:
4/17/2011 - 12/31/2021

Measured by Dave Abbett [dave.abbett@gmail.com] on April 17, 2011



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

PARADE** ☒, ROAD TOLL*** ☐,

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

Organization Name: TRIANGLE CLUB
Federal Tax ID number for Organization: 22-2533853

Check(✓) Nature of Organization:

Religious___, Educational___, Charitable ☒, Civic___, Sports___, Veterans___, Fraternal or Political___, Other___

Name/Description of Event (if applicable): 7TH ANNUAL SPIRIT OF RECOVERY 5K

Contact Person: MIKE LILLY Day Time Telephone: 603 315 8766

Address: PO BOX 592, DOVER 03821 Email: MLILLY@AOL.COM

Date of Event: MAY 15, 2016 Specific Time: 10:00 AM

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

*****PARADE PERMITS*****

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

Police Department Parade Route Approval Signature: [Signature]

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

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

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

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

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

SIGNATURE OF APPLICANT: [Signature] DATE: 3/2/2016

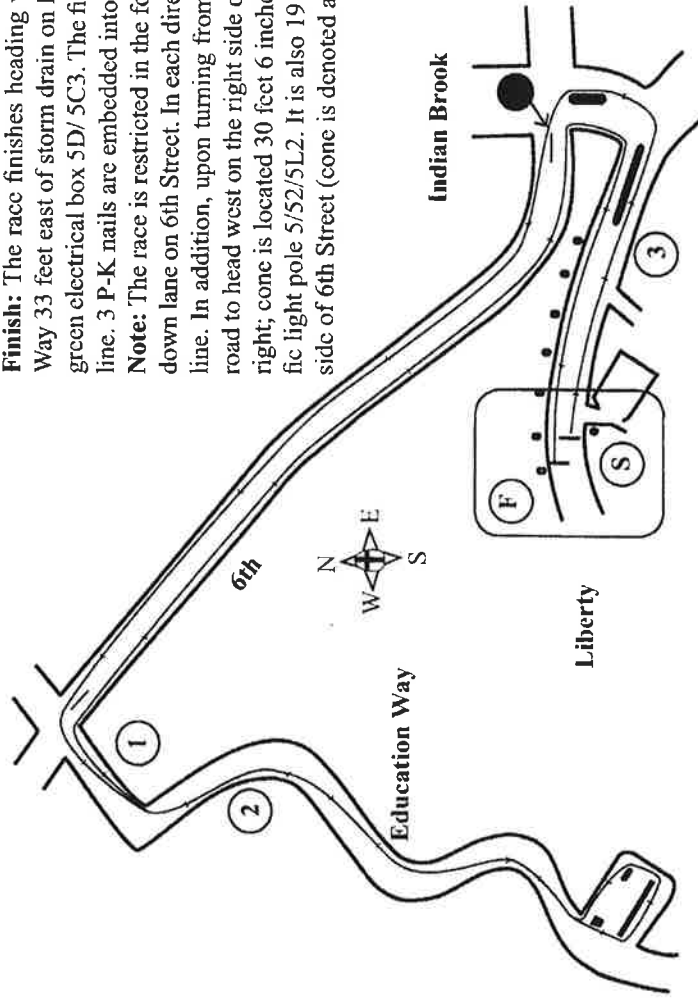
(duly authorized)

PRINTED NAME: MICHAEL P. LILLY

Licensing Board Approval [Signature] Date: 3/4/16

Spirit of Recovery 5k

Dover, NH



Start: The race starts on Liberty Way heading east. The Start Line is located on the south side of the road directly across from a light pole and 22 feet 6 inches west of the stop sign and 40 feet 1 inch west of a perpendicular line drawn from fire hydrant 86 located in entryway to parking lot; it is also 140 feet 1 inch east of storm drain on Liberty Way. The start is marked with a dark red "S" and arrow pointing toward line; 3 p-k nails are embedded in the painted start line.

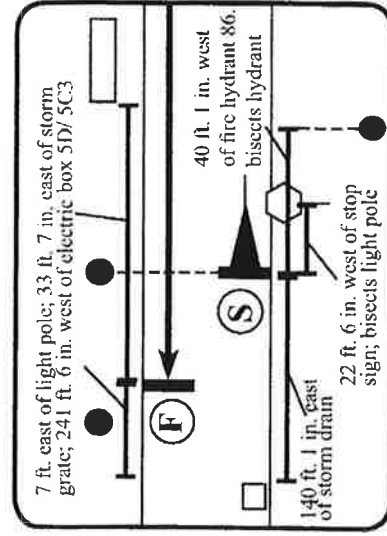
Mile 1: is located on Education Way on the left side of the road heading southwest. It is marked with a white painted M1. The mile marker is located 26 ft. 7 in. northeast of light pole #3 and 36 ft. 6 in. southwest of south corner of storm grate and 91 ft. 5 in. southwest of light pole #4.

Mile 2: is located on Education Way on the right side of the road heading northwest. It is marked with a white painted M2. The mile marker is located 65 ft. 4 in. southeast of light pole #8, 50 ft. 10 in. northwest of light pole #6 and 126 ft. 6 in. northwest of fire hydrant 2846.

Mile 3: is located on the right side of Liberty Way heading west. It is marked with a dark red painted M3. The mile marker is located 15 ft. 3 in. east of the fifth light pole beginning with the light pole 7 feet east of finish line. It is also 111 ft. 5 in. west of the next light pole (sixth from starting light pole 7 ft. west of the finish).

Finish: The race finishes heading west on Liberty Way. The Finish Line is located on Liberty Way 33 feet east of storm drain on Liberty Way and 241 feet 6 inches west of the corner of large green electrical box 5D/ 5C3. The finish is marked with a dark red "F" and arrow pointing toward line. 3 P-K nails are embedded into the painted start line.

Note: The race is restricted in the following manner-the runners are required to run in the breakdown lane on 6th Street. In each direction they must travel remaining right of the breakdown lane. In addition, upon turning from Indian Brook Drive left onto 6th Street runners must cross road to head west on the right side of the road. A cone will be placed where runners must remain right; cone is located 30 feet 6 inches south of north side walk and 41 feet 8 inches south of traffic light pole 5/52/5L2. It is also 19 feet 9 inches east of telephone pole 50T located on the north side of 6th Street (cone is denoted as a "C" in a circle on the map).



Measured by Dave Abbott, Sub5 Race Management on Saturday May 14, 2011 [dave.abbott@gmail.com]



**PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**

Check(☒) the type of application:

PARADE** _____, ROAD TOLL*** ☒ _____,

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

Organization Name: Relay for Life on behalf of American Cancer Society
Federal Tax ID number for Organization: 13-1788491

Check(☒) Nature of Organization:

Religious____, Educational____, Charitable ☒, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____

Name/Description of Event (If applicable): Fundraising road toll for ACS

Contact Person: Erin Frost Day Time Telephone: 603 759 3943

Address: 33 Greenwich Rd, Litchfield, NH 03852 Email: epf200@wildcats.unh.edu

Date of Event: April 2, 2016 Specific Time: 9am - 1pm

Location of Event (If parade, attach course description or map): Intersection of 108 and Oak St

*******PARADE PERMITS*******

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

Police Department Parade Route Approval Signature: _____

Printed Name: _____ Check Here If Parade Route Is Attached: _____

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

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

Road Toll Location: Central Avenue at Oak Street

Police Department Road Toll Approval Signature: _____

Printed Name: Sgt. Marn Speidel Traffic Bureau

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

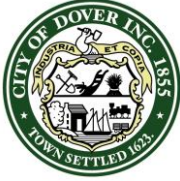
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL per the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: Erin Frost DATE: 2/20/2016
(duly authorized)

PRINTED NAME: ERIN FROST

Licensing Board Approval (Signature) Date: 2/23/16

1/2015



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2016.03.23 – 035**
Resolution Re: B16003B Rebid of Sidewalk Improvements

WHEREAS: A Sealed Request for Bid B16003 for sidewalk improvements was issued in August 2015 and the city received no replies. A rebid of B16003B Sidewalk Improvements was issued and replies were received on February 24, 2016 at 11:00 am; and

WHEREAS: Two bids were received and the low bid meeting specifications was submitted by John H Lyman and Sons Inc in the amount of \$278,120. Due to amount budgeted for this services the city has reduced the scope of work to a cost of \$200,000.

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 John H Lyman and Sons Inc of Gilford NH for Sidewalk Improvement services at rates provided in conjunction with Bid B16003B in the amount not to exceed budgeted amount of \$200,000. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715.00000	Land Improvements (\$200,000 for Sidewalks)	1,250,000	1,042,924

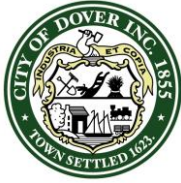
AUTHORIZATION

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.9.

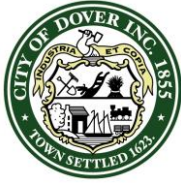
Resolution Number: **R – 2016.03.23 – 035**
Resolution Re: B16003B Rebid of Sidewalk Improvements

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2016.03.23 – 035**

Resolution Re: B16003B Rebid of Sidewalk Improvements

RESOLUTION BACKGROUND MATERIAL:

The construction to take place within the scope of this bid will be in conjunction with the City of Dover's paving projects at various locations through-out the City. There are proposed areas where modification of existing curb and sidewalks will be done on existing roadways and other areas involving reset/new curb and sidewalk installation. The contractor must familiarize himself with the sites of the proposed work and adjust accordingly.

These areas can be as little as 10 ft of reset curb to 500 ft of new curb and as little as 2 square yards of sidewalk and greater. The contractor must be able to mobilize on notice to install curbing within 10 days to facilitate paving projects.

Bid Information:

Sealed bid B16003 was released in August 2015 and received no responses. Rebid B16003B was issued in January for 2016 season.

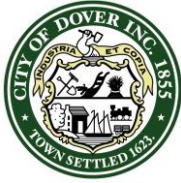
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	315	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2016 construction	Estimated Delivery:	As needed
Recommended Award to:	John H Lyman & Sons Inc	Fund:	Various
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

[B16003B Bid and Results](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R - 2016.03.23 – 036**
Resolution Re: **B16031 Award of Bid for Construction Equipment Rental**

- WHEREAS: The sealed bid # B16031 was requested and received for Construction Equipment Rental Rates on February 25, 2016 at 11:00 AM EST; and
- WHEREAS: Rental rates will hold for the 2016 construction season and vendors will be utilized on an as needed basis, depending upon their different types of equipment, its availability and the need for timely assistance on various city projects; and
- WHEREAS: The bids meeting specifications were submitted for both different and similar types of construction equipment with varying hourly rates by numerous vendors. The list of vendors is outlined in the background section of this resolution.

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 each of the vendors identified in the background section for Construction Equipment Rental Services, as needed, given the rates provided February 25, 2016 in conjunction with B16031. The City Manager, or designee, is hereby authorized to contract with the vendors, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
xxxx-x-300-xxxxx-4443-xxxxx-xxx	CS Equipment Rental FY16	101,230.00	32,700.00
xxxx-x-300-xxxxx-4443-xxxxx-xxx	CS Equipment Rental FY17	100,000.00	anticipated

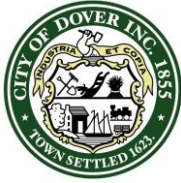
AUTHORIZATION

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.10.

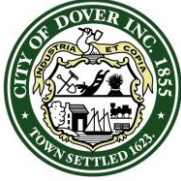
Resolution Number: **R - 2016.03.23 – 036**
Resolution Re: **B16031 Award of Bid for Construction Equipment Rental**

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R - 2016.03.23 – 036**
Resolution Re: **B16031 Award of Bid for Construction Equipment Rental**

RESOLUTION BACKGROUND MATERIAL:

Sealed Bid B16031 was solicited for Construction Equipment Rental and received on February 25, 2016. The bids meeting specifications were submitted for both different and similar types of Construction Equipment with varying hourly rates by numerous vendors, as listed below.

SUR Construction, Rochester
Mick Construction, Rollinsford
Bob Sherwood Landscape Co, Dover
JP Towle Construction Corp, Dover
EPA Excavation Barrington
Brian Turgeon Excavating, Somersworth

Greatview Landscape, Rochester
Norman R Gagnon, Rollinsford
ATS Equipment Candia NH
Dale Sprague, Somersworth
Tri-State Sealcoating & Paving, Dover
MacKinnon & Sons, Somersworth

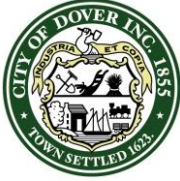
Purchasing Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	101	Number of Responses:	12
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Dec 31, 2016	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Various
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

[B16031 Bid and Results](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2016.03.23 – 037**
Resolution Re: Griffin Well Improvements

- WHEREAS: A Sealed Request for Bid B14074 was issued and received in November 2014 seeking a qualified firm to become the engineering firm to perform services related to the city's water system facilities upgrades. Underwood Engineers Inc was awarded and continues to work on various projects throughout the city; and
- WHEREAS: The city is currently developing a new drinking water production well in the Pudding Hill aquifer referred to as DPH-1. Underwood Engineers submitted a scope of work that includes design improvements required to connect the proposed DPH-1 Well to the distribution system and provide treatment consistent with other City supplies; and
- WHEREAS: Underwood Engineers Inc submitted a proposal to the NHDES for approval at a cost of \$64,079.92. The scope was approved and will be paid directly to Underwood Engineers Inc by the MtBE Remediation Fund through the NHDES.

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

The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the scope of work and payment terms authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding approved by MtBE Remediation Bureau.

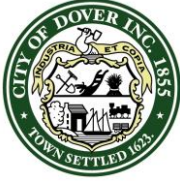
AUTHORIZATION

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.11.

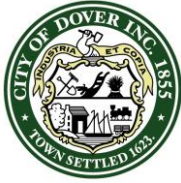
Resolution Number: **R – 2016.03.23 – 037**
Resolution Re: Griffin Well Improvements

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2016.03.23 – 037**
Resolution Re: Griffin Well Improvements

RESOLUTION BACKGROUND MATERIAL:

Scope of work includes design improvements required to connect the proposed DPH-1 Well to the distribution system and provide treatment consistent with other city supplies.

Task 1 Design \$44,282.18

Deliverable: final construction documents

Task 2 Long Term Planning/Well Management Plan update (Pudding Hill Aquifer) \$9,954.00

Deliverable: Supplement to the city existing well management plan

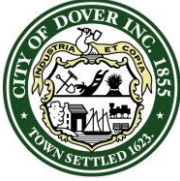
Task 3 Bidding \$9,843.74

Deliverable: Bidding & Contract document assistance

Any changes in the approved budget or scope of work must be authorized by the MtBE Remediation Bureau prior to implementation.

Purchasing Information:

Type:	Agreement	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	As needed
Recommended Award to:	Underwood Engineers Inc	Fund:	MtBE Funds
Other Approvals Required:	Yes NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Value to exceed the \$25,000 amount requiring Council approval



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.03.23 – 038**

Resolution Re: Fiscal Year 2017 Budget Appropriations, Fees and Capital Improvements Program

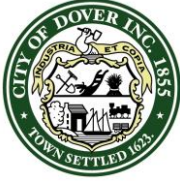
WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on March 23, 2016; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2017, (July 1, 2016 through June 30, 2017);

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

1. The annual budget for the City of Dover for Fiscal Year 2017, submitted to the City Council by the City Manager and on file with the City Clerk, is adopted to raise the following estimated revenues (including any Budgetary Use of Fund Balance) and appropriate the following appropriations:

Fund	Fund Description	Est Revenue	Appropriations	Fund Type
1000	General Fund			General Fund
2100	Community Development Fund			Special Revenue
2210	Police Dept. of Justice Grants			Special Revenue
2220	Dover Housing Auth Policing			Special Revenue
2245	DHHS Assistance Programs			Special Revenue
2250	Youth Tobacco & Alcohol Awareness			Special Revenue
2800	School Cafeteria Fund			Special Revenue
2820	School Dept. of Education Grants			Special Revenue
2900	School Special Programs Fund			Special Revenue
3207	Public Safety Special Details			Special Revenue
3213	Parking Activity Fund			Special Revenue
3320	Residential Solid Waste Fund			Special Revenue
3381	McConnell Center Fund			Special Revenue
3410	Recreation Programs			Special Revenue
3455	Library Fines Fund			Special Revenue
3500	OPEB Liability Fund			Special Revenue
3710	Downtown Dover TIF Fund			Special Revenue
3715	Waterfront TIF Fund			Special Revenue
3810	School Tuition Program Fund			Special Revenue
3825	School Alternative Education Fund			Special Revenue
3830	School Facilities Fund			Special Revenue
5300	Water Fund			Enterprise
5320	Sewer Fund			Enterprise
6100	DoverNet Fund			Internal Service
6110	Central Stores Fund			Internal Service
6310	Fleet Maintenance Fund			Internal Service
6800	Workers Compensation Fund			Internal Service
	Totals	<u>0</u>	<u>0</u>	



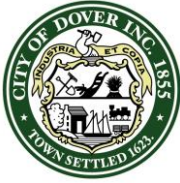
CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.03.23 – 038**
Resolution Re: Fiscal Year 2017 Budget Appropriations, Fees and Capital Improvements Program

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2016 as provided by law for the departments to perform their functions, transfers to and from reserves and between other funds, and for public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include \$_____ for City operations, \$_____ for School Department operations, \$_____ for Debt Service and \$_____ for County Tax.
3. There is no Budgetary Use of Fund Balance included in the General Fund for the purpose of offsetting property taxes.
4. In accordance with RSA 76:6, the City Tax Assessor shall revise and report to the Department of Revenue Administration the amount required for Tax Overlay to provide for the issuance of property tax abatements for tax year 2016 (Fiscal Year 2017).
5. In accordance with RSA 21-J:34, the City Manager shall revise and report to the Department of Revenue Administration the estimated amount of all non-property tax revenues for Fiscal Year 2017 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2016, the Water and Sewer User Fees will be \$_____ and \$_____, respectively.
7. Effective July 1, 2016, the City Manager is authorized to enter into agreements with, and make payments to, the various agencies receiving Grants/Subsidies and Membership Dues as contained within the budget.
8. Effective July 1, 2016, the City Manager is authorized to enter into agreements with, and make payments to, various vendors supplying computer hardware and software annual maintenance services and support contracts as contained within the budget.
9. Effective July 1, 2016, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2016, the Finance Director is authorized to make transfers between funds for the purposes prescribed, including special, capital and other reserve funds, including transfers to or from the City and School Employee Benefits Reserves.
11. Effective July 1, 2016, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2016, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose. The City Manager, within the parameters of City Charter provision C6-8, is authorized to transfer funds within a department to provide for local match as required by grant awards.



CITY OF DOVER

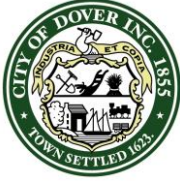
CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.03.23 – 038**

Resolution Re: Fiscal Year 2017 Budget Appropriations, Fees and Capital Improvements Program

13. Effective July 1, 2016, revenues from the sale of city property are appropriated for their established and intended use.
14. Effective July 1, 2016, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.
15. Effective July 1, 2016, the City Manager is authorized during the fiscal year to initiate Recreation Special Programs fee discount promotional events to generate revenue and program participation.
16. Effective July 1, 2016, revenues from the fees collected by the Youth to Youth Program from participant fees, speaking engagement fees, and program presentation fees are appropriated for established Youth to Youth program expenses and functions.
17. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
18. In accordance with RSAs 674:8 and 674:21-V(b), the FY17-22 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
19. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2017 shall be Citizens Bank and the New Hampshire Public Deposit Investment Pool (NHPDIP). The City Treasurer is authorized to utilize, in addition to Citizens Bank and NHPDIP, other banks located within the City of Dover or banks authorized per RSA 48:16 (*City Treasurer Duties*), if deemed most advantageous to the City and in compliance with the City's adopted investment policy.
20. The sum of \$_____ representing budgeted transfers to fund 30% of the OPEB Annual Required Contribution as identified per the City's adopted financial policies is to be transferred to the OPEB Trust.
21. The sum of \$_____ collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to COAST for Fiscal Year 2017 COAST Bus grant subsidy.
22. The sum of \$_____ currently held in custody by the City of Dover Board of Trustees of Trust Funds in the School Facilities Improvement Capital Reserve is hereby appropriated for use by the Dover School District for Fiscal Year 2017 Debt Service payments associated with Dover High School and Regional Career Technical Center construction project.
23. The sum of \$_____ currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Parking Capital Reserve is hereby appropriated for use by the City of Dover for Fiscal Year 2017 Debt Service payments associated with Downtown Parking Garage project as budgeted in the Downtown Dover TIF Fund.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.03.23 – 038**
Resolution Re: Fiscal Year 2017 Budget Appropriations, Fees and Capital Improvements Program

24. The sum of \$_____, currently held in custody by the City of Dover Board of Trustees of Trust Funds in the School Information Technology Capital Reserve is hereby appropriated for use by the City of Dover School District for Fiscal Year 2017 Information Technology capital outlay as budgeted in the School District's General Fund budget.
25. The sum of \$_____, currently held in custody by the City of Dover Board of Trustees of Trust Funds in the School Curriculum Capital Reserve is hereby appropriated for use by the City of Dover School District for Fiscal Year 2017 curriculum capital outlay as budgeted in the School District's General Fund budget.
26. The FY2017 CIP Authorization, adopted by City Council on December 9, 2015, to utilize \$_____ from the School Curriculum Capital Reserve and utilize \$_____ from the School Technology Capital Reserve is hereby rescinded.
27. In accordance with City Charter provision C6-8 *Transfers*, the City Manager is authorized to transfer any unspent balance in Compensated Absences budget line items at fiscal year-end into the City Employee Benefits Capital Reserve.

Note: This Resolution requires a two- thirds majority vote to adopt pursuant to Dover Charter C6-3.1, unless School General Fund revenues are increased or School General Fund appropriations are decreased to result in school property tax levy being in compliance with budget limitation tax cap. This Resolution requires an advertised public hearing for each of the City and School budgets to be separated by at least 24 hours and held at least seven days in advance of final adoption. Final adoption of the budget by the City Council shall occur not later than June 15th prior to the beginning of the next fiscal year.

Resolution to be referred to Public Hearings as follows:

School Department Budget hearing Wednesday, April 13, 2016

City Budget hearing Wednesday, April 20, 2016

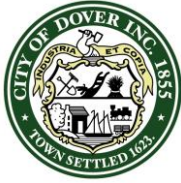
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.03.23 – 038**
Resolution Re: Fiscal Year 2017 Budget Appropriations, Fees and Capital Improvements Program

DOCUMENT HISTORY:

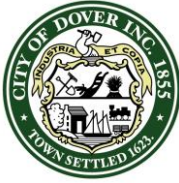
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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 Denis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr., Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Robert Carrier, At Large		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution adopts the budget for various funds for the next fiscal year, as well as setting utility rates, authorizing grant, subsidy and membership payments, computer maintenance contracts, transfers between funds, setting fees for various services, authorizing signing of grant applications and appropriations thereof, approval of the investment policy and adopting the six year Capital Improvements Program, as required by State Statute to support assessment of impact fees.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016.03.23 - 005**
Ordinance Title: **Amusements and Arcades**
Chapter: **60**

Sections: **Article II – Mechanical Devices and Arcades**

The City of Dover Ordains:

1. PURPOSE

The purpose of this Ordinance is to amend Chapter 60 entitled “Amusements and Arcades” of the Code of the City of Dover to remove references to Mechanical Devices and Arcades by changing the Chapter title and to delete Article II Mechanical Devices and Arcades as follows:

2. AMENDMENT

~~AMUSEMENTS AND ARCADES~~

~~CHAPTER 60~~

~~ARTICLE I~~

~~PROFESSIONAL FIGHTING SPORTS COMPETITIONS~~

~~60-1. Professional Fighting Sports Competitions Permitted.~~

~~ARTICLE II~~

~~MECHANICAL DEVICES AND ARCADES~~

~~60-2. Definitions.~~

~~60-3. Gambling Devices.~~

~~60-4. License Required.~~

~~60-5. Application.~~

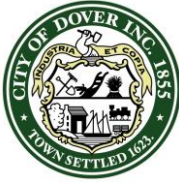
~~60-6. Arcade License.~~

~~60-7. Location of Arcades.~~

~~60-8. Alcoholic Beverages.~~

~~60-9. Inspections.~~

~~60-10. Fees; Expiration of License.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016.03.23 - 005**
Ordinance Title: **Amusements and Arcades**
Chapter: **60**

Sections: **Article II – Mechanical Devices and Arcades**

~~60-11. Machine License Transfer Fee.~~

~~60-12. Arcade License Transfer Fee.~~

~~60-13. Display of License.~~

~~60-14. Revocation.~~

~~60-15. Seizure and Destruction of Machines.~~

~~60-16. Violations and Penalties.~~

~~[HISTORY: Adopted by the City Council: Art. I, 6-10-81 as Ord. No. 10-81; Art. II, 3-10-82 as Ord. No. 5-82. Amendments noted where applicable.]~~

~~GENERAL REFERENCES Licensing Board See Ch. 35.~~

ARTICLE I

PROFESSIONAL FIGHTING SPORTS COMPETITIONS

~~[Adopted 6-10-81 as Ord. No. 10-81]~~

60-1. Professional Fighting Sports Competitions Permitted. [Adopted 6-10-81 by Ord. No. 10-81]

The holding of professional fighting sports competitions, as provided in the RSA 285, are hereby authorized and permitted, said competitions to be conducted in accordance with the rules and regulations of the State Athletic Commission, ~~and the provisions of said chapter~~

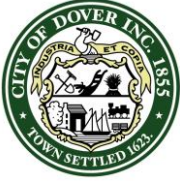
ARTICLE II

MECHANICAL DEVICES AND ARCADES

~~[Adopted 3-10-82 as Ord. No. 5-82]~~

~~**60-2. Definitions.**~~

~~As used in this Chapter the following terms mean:~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016.03.23 - 005**
Ordinance Title: **Amusements and Arcades**
Chapter: **60**

Sections: **Article II – Mechanical Devices and Arcades**

~~**ARCADE**—A building or place containing eight (8) or more mechanical devices.[Amended 10-11-90 by Ord. No. 10-90; Amended 12-18-98 by Ord. No. 21-98]~~

~~**MECHANICAL DEVICE**—Any machine or other electronic/electrical device which, upon the insertion of a coin, slug, token, plate, disc or other method of payment or activation, may be operated by the public generally for use as a game, entertainment or amusement, whether or not registering a score, but shall not include jukeboxes and coin-activated children's amusement rides also known as "kiddie rides." It shall include such devices as marble machines, electronic games and all games, operations and transactions similar thereto under whatever name they may be indicated.~~

~~**PERSON, FIRM, CORPORATION or ASSOCIATION**—Includes the following: any person, firm corporation or association in whose place of business such machine is placed for use by the public, and the person, firm, corporation or association having control over such machine.~~

~~**60-3. Gambling Devices.**~~

~~Nothing in this Article shall in any way be construed to authorize or license or permit any gambling devices whatsoever or any mechanism that has been judicially determined to be a gambling device or in any way contrary to law.~~

~~**60-4. License Required.**~~

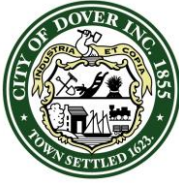
~~No person, firm, corporation or association may allow to be operated any mechanical device or arcade as herein defined by 60-2 without first obtaining a license from the Licensing Board by application through the City Clerk as hereinafter provided.~~

~~**60-5. Application.**~~

~~The application for a license for a mechanical device shall contain the following information:~~

~~A. Name and address of the applicant, age and date and place of birth.~~

~~B. Prior convictions of applicant, if any.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2016.03.23 - 005
Ordinance Title: Amusements and Arcades
Chapter: 60

Sections: Article II – Mechanical Devices and Arcades

~~C. Place where the machine or device is to be displayed or operated and the business conducted at the place.~~

~~D. Description of the machine to be covered by the license and mechanical features, name of manufacturer and serial number. No license shall be issued to any applicant unless he shall be eighteen (18) years of age.~~

~~60-6. Arcade License.~~

~~In addition to the information required by 60-5, any application for an arcade license shall contain a management plan containing at least the following:~~

~~A. The number of qualified employees to be present at all times.~~

~~B. A plan to control loitering and bicycle and/or automobile parking in the vicinity of the arcade.~~

~~C. A detailed description of proposed operations to show proper control of noise, overcrowding and other conditions which may affect the public health, safety or welfare.~~

~~60-7. Location of Arcades.~~

~~A. No license shall be issued for an arcade which is located within one thousand (1,000) feet of a public or private school.~~

~~B. No license shall be issued for an arcade which is located within two thousand (2,000) feet of another arcade.~~

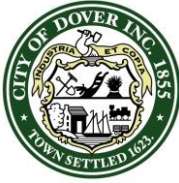
~~60-8. Alcoholic Beverages.~~ [Amended on 05-12-82 by Ord. No. 7-82]

~~No arcade shall serve alcoholic beverages on the premises~~

~~60-9. Inspections.~~

~~Application for license shall be made out in duplicate, one (1) copy being referred to the Chief of Police and one (1) copy to the Fire Chief.~~

~~A. The Chief of Police and Fire Chief shall inspect the location wherein it is proposed to operate such machine; the Police Chief will ascertain if the applicant is a suitable~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016.03.23 - 005**
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Chapter: **60**

Sections: **Article II – Mechanical Devices and Arcades**

~~person to be issued said license and report thereon to the Licensing Board through the City Clerk.~~

~~B. No license shall be issued by the Licensing Board to any applicant until after the Chief of Police and Fire Chief have completed their inspections.~~

~~60-10. Fees; Expiration of License.~~ [Amended 10-11-90 by Ord. No. 10-90; Amended 12-18-98 by Ord. No. 21-98]

~~A. Every applicant before being granted a license shall pay a fee of \$30 per device per year for the privilege of operation or maintaining for operation a mechanical amusement device as defined in 60-2 of this Article.~~

~~(1) Arcade license fees: In addition to the device fees provided for in section 60-10. A, if the applicant's place of business qualifies as an "arcade" under section 60-2 of this Article said applicant shall pay an arcade license as contained in the Fee Schedule which fee shall be non-refundable.~~

~~(2) All fees are non-refundable.~~

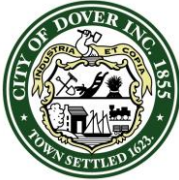
~~B. Each license shall expire at 12:00 midnight on December 31 of the year in which the license is granted.~~

~~60-11. Machine License Transfer Fee.~~

~~Before any application for the transfer of any license under 60-13B of this Article may be granted, the applicant shall pay a machine license transfer fee of ten dollars (\$10.00).~~

~~60-12. Arcade License Transfer Fee.~~

~~Before any application for the transfer of an arcade license under 60-13D shall be granted, the applicant shall pay an arcade transfer fee of one hundred dollars (\$100.00), which fee shall be nonrefundable.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2016.03.23 - 005
Ordinance Title: Amusements and Arcades
Chapter: 60

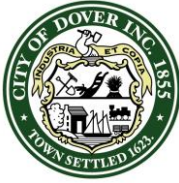
Sections: Article II – Mechanical Devices and Arcades

60-13. Display of License.

- ~~A. The license or licenses herein provided for shall be posted permanently and conspicuously at the location of the machine in the premises wherein the device is to be operated or maintained to be operated.~~
- ~~B. Such license may be transferred from one machine to another machine in the same place of business upon application to the Licensing Board through the City Clerk to such effect, giving the description and the serial number of the new machine, and upon payment of the machine license transfer fee. If application under this section is not made within forty-eight (48) hours, excluding weekends and holidays, then reapplication for a new license for the new machine must be made in the manner prescribed above. Not more than one (1) machine shall be operated under one (1) license, and the applicant shall be required to secure a license for each and every machine operated by him.~~
- ~~C. If the licensee shall move his place of business to another location within the City of Dover, the license may be transferred to such new location upon application to the Licensing Board through the City Clerk, giving the street and number of the new location. The new location shall be inspected by the Chief of Police in the same manner as provided in 60-9.~~
- ~~D. If the holder of an arcade license shall transfer ownership of the arcade, the arcade license may be transferred to such new owner upon application to the Licensing Board through the City Clerk, giving the name and address of the new owner, and upon payment of the arcade license transfer fee. No such application shall be granted until the Chief of Police has ascertained that such new owner is a suitable person to be issued said license in the same manner as provided in 60-9 of this Article.~~

60-14. Revocation.

~~Every license issued under this Article is subject to the right, which is hereby expressly reserved, to revoke the same should the license, directly or indirectly, permit the operation of any mechanical amusement device contrary to the provisions of this ordinance, the ordinance of the City of Dover, or the law of the State of New Hampshire. Said license may be revoked by the Licensing Board upon complaint by the Chief of Police or any person after written notice to the~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016.03.23 - 005**
Ordinance Title: **Amusements and Arcades**
Chapter: **60**

Sections: **Article II – Mechanical Devices and Arcades**

~~licensee, which notice shall specify the ordinance or law violations with which the licensee is charged, if, after hearing, the licensee is found to be guilty of such violation.~~

~~60-15. Seizure and Destruction of Machines.~~

~~If the Chief of Police shall have reason to believe any mechanical amusement device is used as a gambling device, such machine may be seized by the police and impounded, and if upon trial of the exhibitor if found guilty such machine shall be disposed of as directed by the Licensing Board or court.~~

~~60-16. Violations and Penalties.~~

~~Any person, firm or corporation violating any provisions of this Article, in addition to the revocation of his or its license, shall be guilty of a violation and be subject to a fine of up to one hundred (\$100.00) per day. [Amended 12-18-98 by Ord. No. 21-98]~~

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

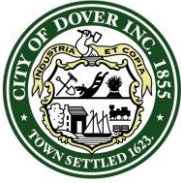
Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Anthony Blenkinsop General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		

DOCUMENT HISTORY:

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

Document Created by: Legal
Document Posted on: March 17, 2016

O-2016.03.23_Chapter 60 Amusements and Arcades
Page 7 of 8



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016.03.23 - 005**
Ordinance Title: **Amusements and Arcades**
Chapter: **60**

Sections: **Article II – Mechanical Devices and Arcades**

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 Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joseph Nicolella, Jr, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

With changes in technology, Mechanical Devices and Arcades are much less common than they once were. As a result, the City currently licenses very few of them and, in turn, the public policy reasons for licensing such entities has greatly diminished. Chapter 60 is amended to delete any references to Mechanical Devices and Arcades and the need to license such entities in the City of Dover.



March 1, 2016

Mayor Karen Weston
City of Dover
288 Central Avenue
Dover, NH 03820

Re: Workforce Reduction Notice

Dear Mayor Weston:

Please be advised that beginning May 1, 2016, Comcast will unfortunately experience employment separations at the following facility: 116 Crosby Road, Dover, NH 03820.

The sole purpose of the facility is the repair of older or “legacy” video equipment, which is rapidly being phased out by the company. These changes are the result of high demand for our X1 Entertainment Operating System, which continues to grow as more customers adopt this best-in-class technology. In fact, nearly 40,000 X1 systems are being installed across our footprint every day. Additionally, because our X1 system is best-in-class technology, there has been a reduced need for serviceability of this product. As a result, our Dover, NH facility – where this “legacy” equipment is repaired – is being closed as of May 1, 2016.

While these changes in Dover are permanent and the employees do not have bumping rights, the impacted employees will have the opportunity to pursue jobs at other Comcast facilities. For those employees who do not secure alternative employment, the Company will offer severance packages and outplacement services to assist them in this transition. In total, the Company expects that 39 employees in Dover will be impacted based upon the following schedule: 34 employees between May 1 – May 14 and 5 employees between June 1– June 14.

Comcast employs nearly 2,000 people in a variety of roles at varied sites across the New Hampshire. In 2015 alone, we added 200 employees and we expect to hire 60 more this year.

For further information, please contact Brian Christiansen at 603-224-1871 x 202. Thank you.

Sincerely,

Lisa Schilling
Vice President, Human Resources, Greater Boston Region