

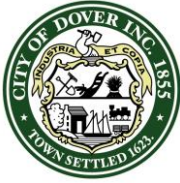
CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, April 27, 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 71, SECTIONS 1-3 – BUILDING, WRECKING AND DEMOLITION**
SPONSORED BY COUNCILOR CIOTTI
 - B. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2017 CDBG ENTITLEMENT FUNDS**
SPONSORED BY MAYOR WESTON BY REQUEST
 - C. APPROPRIATION OF MARCH 2016 DOVER HIGH SCHOOL AND REGIONAL CAREER TECHNICAL CENTER BOND PREMIUM**
(THIS REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL. VOTING WILL TAKE PLACE ON MAY 11, 2016)
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. April 6, 2016 – Workshop Session**
 - B. April 13, 2016 – Workshop Session**
 - C. April 13, 2016 – Regular Meeting**
- 11. MAYOR'S REPORT**



CITY OF DOVER

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12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

- 1. CHAPTER 71, SECTIONS 1-3 – BUILDING, WRECKING AND DEMOLITION**
SPONSORED BY COUNCILOR CIOTTI

B. ORDINANCES IN THE 3RD READING

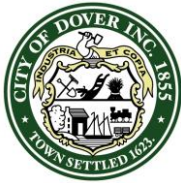
C. RESOLUTIONS

- 1. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2017 CDBG ENTITLEMENT FUNDS**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE –Greater Dover Chamber of Commerce**
- 2. ROAD RACE – Customer Retention Group, LLC**
- 3. ROAD RACE – Goodwin Community Health**
- 4. TAG – Dover Baseball**
- 5. GRAPHIC ART FUNDS**
SPONSORED BY COUNCILOR SHANAHAN
- 6. B12049 ADDITIONAL SCOPE OF SERVICES SILVER STREET ENGINEERING SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B14064 SELF CONTAINED BREATHING APPARATUS ADDITIONAL UNITS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. B16026 DESIGN SERVICES COMMUNITY TRAIL EXPANSION**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. B16036 ASPHALT TRENCH PATCHING SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. B16037 AWARD OF BID TRAFFIC CONTROL/FLAGGING SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 11. B16040 AWARD OF BID SEWER DRAIN SUPPLIES**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

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12. B16041 AWARD OF BID WATER DRAIN SUPPLIES

SPONSORED BY MAYOR WESTON BY REQUEST

13. B16042 AWARD OF BID PRECAST CONCRETE STRUCTURES

SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

1. ACQUISITION OF PERMANENT AND TEMPORARY UTILITY EASEMENTS – SPAULDING TURNPIKE

SPONSORED BY MAYOR WESTON BY REQUEST

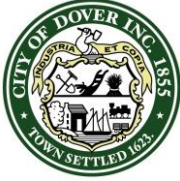
C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

A. Letter from xfinity, dated April 7, 2016.

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.C.

Resolution Number: **R – 2016.04.13 – 048**

Resolution Re: **Appropriation of March 2016 Dover High School and Regional Career Technical Center Bond Premium**

WHEREAS: The City of Dover completed the issuance of a \$73.9 million bond during March, 2016 to fund the construction of a new High School and Regional Career Technical Center; and,

WHEREAS: The City has received a \$2,680,080.80 bond premium payment as a result of the March 2016 competitively bid bond issuance; and,

WHEREAS: The bond premium, after applying closing cost of \$150,329, may be appropriated to offset the previously estimated tax impact of the debt service for the new High School and Regional Career Technical Center and also to provide initial funding for an ongoing Facility Project Manager both as reflected in the Proposed FY2017 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The City Council hereby appropriates \$2,529,752 in unexpended bond premium, received from the March 2016 bond issuance for the new Dover High School and Regional Career Technical Center, as follows:

Project Number	Description	Budget Balance	Adjustment	Adjusted Balance
4016.1.600.46900.4725.07101.16.	High School & Dunaway Field Improvements (Project Manager)	65,700,000	222,756.00	65,922,756.00
8935.1.600.46900.4831.00000.00.	School Facilities Capital Reserve	0	2,306,996	2,306,996
	Totals	65,700,000	2,529,752.00	68,229,752.00

In accordance with NH Municipal Finance Act, RSA33 and City Charter Provisions C6-6 and C6-14 a **PUBLIC HEARING IS REQUIRED** for this resolution. The **PUBLIC HEARING** to be held on April 27, 2016 with vote occurring on May 11, 2016. This resolution must be approved by a 2/3 majority vote of the city council.

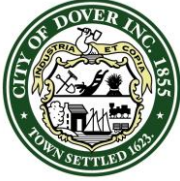
AUTHORIZATION

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#: 7.C.

Resolution Number: **R – 2016.04.13 – 048**

Resolution Re: **Appropriation of March 2016 Dover High School and Regional Career Technical Center Bond Premium**

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing 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.		

RESOLUTION BACKGROUND MATERIAL:

The City Council authorized debt financing to fund a portion of the planned \$87.4 million construction of a new High School and Regional Career Technical Center (DHS/CTC). General Obligation Bonds for the debt financed portion of this project were competitively bid and issued in the total amount of \$73.9 million during March 2016, which resulted in the City receiving \$2,680,080.80 in a bond premium payment. After applying \$150,329 for costs of bond issuance, the resulting amount of \$2,529,752 of bond premium is available for use by the City. In accordance with the NH Municipal Finance Act and Federal regulations, the bond premium that has been received needs to be expended on a capital improvement item which may include payment of related debt service. This resolution proposes to appropriate the bond premium to the School Facility Capital Reserve fund in anticipation of offsetting the debt service expense related to the DHS/CTC bond and to provide initial funding for a Facility Project Manager to oversee the DHS/CTC and other future city-wide capital projects, both as reflected in the Proposed FY2017 Budget.



City Manager's Report

City of Dover, New Hampshire

April 27, 2016

Reporting on March 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



Susan Daudelin
Human Resources
Director



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



Michael Joyal
City Manager



Due to the widening of the Spaulding Turnpike, 300 feet of 8 inch ductile iron water main is being relocated on the Route 4 end of Spur Road by Utilities crews. Since there were no as-builts for this area, crews searched for two days to find the exact location of the water main.

Leak detection has been ongoing. Dover Point Road and Middle Road were monitored last month with no leaks found. A service leak was found on South Pine Street. A private contractor was hired by the resident to conduct the repairs.

On Cote Drive, a water service had blown apart under the resident's home after hours. The Working Foreman was able to tie the home into the neighbor's water service temporarily.

As the frost and snow have melted away, crews were able to repair a few curb boxes throughout the City. A few were repaired as a result of house fires.

Staff has been working with a contractor for the startup of the new Stonewall Kitchen pump station. The pump station is operational but the punch list items are continuing to be addressed.

During the month of March, the meter crew conducted 39 meter installations, 50 stopped meter appointments and 35 final reading appointments.

One Heavy Equipment Operator, one Maintenance Mechanic and one Truck Driver repaired a hydrant in front of Wentworth Douglas Hospital. The hydrant had been damaged in a car accident.

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

During the month of March, crews repaired 277 potholes with high performance cold patch. Permanent repairs with asphalt will take place once the hot top plants reopen.

Street sweeping equipment was washed and prepped for use. One Heavy Equipment Operator has swept the downtown area as-well-as the downtown corridor to remove sand and debris from winter salt and sanding operations. Full-time sweeping will commence in April with roads slated for striping being completed first, followed by the downtown, then all remaining City streets. Once the whole city has been swept, sweeping operations will continue periodically throughout the summer in areas labeled as trouble spots.



Sidewalk sweeping is also underway. The Durham Road area through Central Avenue has been completed. Due to the low clearance on the Broadway Bridge, crew members cleaned the roadside and sidewalk areas under the bridge with a hand blower. A roadside trash pickup was also conducted on Back Road.



Crew members repaired lawn damage on Silver Street. These areas were damaged during winter cleanup operations.

Brush cutting and brush chipping operations began. Three Truck Drivers worked on cutting overgrown brush along the edges of the roads and hauling debris to the Recycling Center. Crews have steadily been working in the Tolend Road and Watson Road areas.



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

Several deceased animals were picked up from the roadway as reported or observed.

A skid steer was delivered to the Ice Arena to remove the ice for floor maintenance. Crews returned to transport the machine back after the work was completed.

Crews worked 121 overtime hours responding to 1 snow event plowing 6 inches of snow and applying 126.5 tons of salt and 35 tons of salt sand mix.

Crews began washing trucks, sanders, plows and wings to prepare for summer storage. Crews removed the sand barrels from various areas throughout the city and cleaned up the residential sand/salt pile. The Bobcat bucket was moved from the parking garage to the Sally Port at the previous police station.

The Facilities, Grounds and Cemeteries employees handled 8 service calls and 121 work orders in the month of March. Pine Hill Cemetery employees attended 3 ash interments and 2 full burials during this month.

F&G employees assisted with snow removal operations once in March. The day before the snow, the tennis nets were installed on all courts that had cleaned off the previous week. Typically the tennis nets are installed for the season in mid to late April. The clocks were all set ahead for daylight savings time and one school zone light needed a new lens and some wiring repaired. Stakes designed to indicate snow covered benches were removed from the downtown and Silver Street areas. The pool cover was removed with the assistance of public works employees. Maintenance on the pool began, taking care of some items that will facilitate the opening of the pool for mid-May.

Spring cleanup in some areas is underway in Pine Hill Cemetery and various areas downtown.



The sign which has hung over the Locust Street entrance of the Police Department for decades was removed to its new home on Orchard Street. Other sign work related to the relocation of the Police Department was completed. Elsewhere, ten signs were replaced or reinstalled, only one sign post was replaced. The mild winter meant there were less sign posts needing replacement.

Twenty-eight work orders pertaining to building issues were handled in March. Custodial duties were performed at the Public Works Facility, Train Station and City Hall. Light bulbs and ballasts were changed in several locations throughout the municipal buildings. Elevator and fire extinguisher inspections were conducted, boiler certificates hung in place, filters were changed and since Library custodian, Russell Gutowski retired last month, Facilities & Grounds employees have covered the library duties in his stead. We wish Russell a happy, healthy retirement!

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. Two heating issues were addressed, time was spent delivering supplies to various buildings and more were spent removing unwanted items to the Recycling Center for disposal.

Facility and Grounds related work orders numbered thirty-eight and addressed continuing clean up in Pine Hill Cemetery, the warm weather allowing some tasks to be completed earlier than usual. One key was issued and several Dig Safe requests were responded to, mainly checking telephone poles that are being replaced for any signs that might be mounted to them. One décor light was replaced in its entirety and another was repaired and put back in place on Lucy Lane. Two tree complaints were addressed and maintenance or removal completed regarding five other trees.

Traffic signals were the hardest hit area in March, with four accidents involving traffic signals occurring. One yellow light was replaced in March. Only six traffic signal complaints were addressed, with another complaint unable to be replicated by employees. Eight work orders regarding maintenance on traffic signals were completed, with significant time spent in the lower square, working on the pedestrian crossing wiring.

Flags were lowered upon the passing of First Lady Nancy Reagan. Flags were also lowered to show America's support for the citizens of Brussels, another ally who suffered terrorist attacks on March 22nd, in which many lives were lost or forever changed.

The Arena Locker Room Renovation Project design work has been completed by DeStefano Architects from Portsmouth. This project combines a much needed renovation to the Foster Rink Locker Rooms. The construction project will go out to bid in April and will be constructed in the summer to prepare for a September opening.

In March, funding was re-purposed and approvals were obtained, to fix the hot water system at the North End Fire Station. The vendor that installed the system when the station was built has gone out of business...rendering it impossible to easily fix the control system which now when hot water is needed somewhere at a sink or at a cleaning station, also triggers the heating of the building. Not a problem during the winter months when the heat is running, but definitely a problem during the summer months when this situation will cause competition between the opposing heating and air conditioning systems. As one of the core values of the City of Dover is stewardship of resources, fixing this now ahead of the summer is key. A vendor is lined up, parts are ordered, and the work is expected to be completed at the end of April.

The Information Technology staff assisted in in-building wiring plans, make ready work, and telecommunication service installs at new Police Facility. This has been an ongoing project since February.

The Library Director has recruited a volunteer from the Senior Community Service Employment Program to perform yard work and landscaping maintenance on Library/McConnell Center grounds. This volunteer will perform 17 hours of work per week.

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 March, crews completed work on the interior of the police facility. Police Department staff moved all police operations from the old police station into the new facility, which opened to the public on March 22, 2016 with an official flag raising ceremony.



*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	98
Priority 2	86
Priority 3	353
Priority 4	340
Priority 5	1,234
Less than 6 minutes	81%

March was an average month for Fire & Rescue with Fire & Rescue responding to 455 calls for service which is an average of 15 responses per day helping Dover citizens. 12 of the calls for service were for fires, 303 were for medical emergencies, 23 were for other hazardous situations requiring emergent intervention, 62 were either false or good intent in nature, with the remaining 55 being for non-emergent requests. Of the emergencies, there were 119 times where simultaneous emergencies were occurring with 19 of those times where 3 or more emergencies were occurring at the same time.

The most noteworthy fire event for the month was the fire that started in the walls of a multi-unit apartment building between units 87 and 89 on Adelle Drive. An occupant in one of those apartments called 911 at 1:15 AM after noticing smoke before going to bed. Fire/Rescue arrived 4 and ½ minutes later to find smoke coming from the building's roof. As an example of the great collaboration between City Departments, the Fire Department arrived to find the Police Officers, who were already in the area on Patrol and arrived a minute or so earlier, helping occupants to evacuate. With that assistance and the first priority of evacuation already handled, a quick fire attack was able to be implemented. In this type of situation, firefighters carry tools that can quickly open up walls and ceilings, so that the hose lines can then be deployed on the fire in the walls, ceiling space, and roof area (Photo 1). The fire was quickly controlled thankfully, leaving the bulk of the building outside the fire area undamaged (Photo 2). In another example of collaboration, Fire/Rescue worked with the City's Electrical Inspector to review the wiring and electrical system as part of the investigation and subsequent restoration efforts.



Anyone interested in knowing more on what to do after a fire at your home can visit the website below to view the US Fire Administration brochure titled: *After the Fire! Returning to Normal*.
https://www.usfa.fema.gov/downloads/pdf/publications/fa_46.pdf

The Fire & Rescue Department also hosted the NH Fire Academy Fire and EMS Instructor 2/3 program here in Dover which finished up in March. Fire and Emergency Medical System Instructors from around the region attended, earning that high level profession certification. When Dover Fire hosts program run by the NH Fire Academy, fire staff is guaranteed several attendance slots in the classes which fill quickly, and in some cases, discounted tuition...so it is a win/win for the organization. Also, hats off to firefighter Paramedic Shawn Croteau for attending the program.

March was quiet regarding Emergency Management, other than some preparations for a grant opportunity to provide an Emergency Power Generator for the McConnell Center. As the McConnell Center is written into many different emergency plans for sheltering as it provides services for Dover 's Seniors and as it houses the Media Center which would be used to disseminate messages during large scale and long duration emergencies - acquiring an emergency power solution is a priority. The cost for the generator, transfer switch, and installation is in the ballpark of \$380,000 which renders the project as a non-starter. Several grants have been identified and a chance exists, that the City may only have to pay 25% of the cost which then moves the project into the realm of possible. Being prepared for when the grants open is key to the chance, which may happen in April.

Another operational item at the Fire Department to mention is many hours went into revising the way burn permits are issued in collaboration with the Police Department Dispatch staff. Changes occurred at the State of NH level where regulations are set, allowing those Dover residents with email address who hold burn permits, to not have to call Dover's Dispatch Center before burning. In the past, that call was the only way to communicate if burning was allowed or not if the weather conditions were severe enough to prohibit burning. The harnessing of a new State system for burn permit tracking and email communication is the cornerstone for the change. If you have email and choose to use it for burning status notifications, you will get email from Dover Fire & Rescue on days that burning is prohibited. Those Dover residents who don't use email but hold permits, still need to call before burning and that number is 742-4646. This change was huge operationally and required the training of all 64 or so employees between Fire & Rescue and Inspection Services. It also took a huge demand off the Dover Police Department's Communications/Dispatch staff who would receive 50 or more calls on a nice spring evening asking if burning was allowed or not. Though important, that job task competed with even more important job tasks such as monitoring police officers on incidents or the dispatching of Fire Engines and Ambulance.

Fire & Rescue Inspection Services:

Inspection Services continues to be very busy with a total count for inspections conducted and permits issued at 808. Here is the breakdown for March:

Inspections - Life Safety	99	Inspections - Plumbing/Mechanical	122	Inspections - Woodstove/Fireplace	1
Inspections - Business	16	Inspections - Blasting	1	Permits Issued - Burn	186
Inspections - Sprinkler/Alarm	35	Inspections - Health	41	Permits Issued - Blasting	2
Inspections - Building	91	Inspections - School / Daycare	12	Permits Issued - Building	29
Inspections - Electrical		Inspections - Oil Burner		Permits Issued - Certificate of Occupancy	11

The Inspection Services only capture part of the work. Other job tasks include plan review for buildings and their systems, answering code questions, lot line and setback questions, and participation at Technical Review meetings where developers of projects and City officials from many departments meet and iron out issue “pre-shovel”.

Projects winding down in March included the Stonewall Kitchen building on Mast Road and the New Police Station. New projects that started include work at the Alms House on County Property, a multi-unit mixed use apartment and business project on Portland Avenue, and a renovation at the Wentworth Home just to name a few.

Another noteworthy item this month to mention is the blasting activity that occurred on Emerald Lane monitored by Inspection Services and Fire & Rescue. The developer there is expanding that development and blasting ledge to install utilities. Blasting is a regulated right under the State of NH RSA’s and 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 found at SAF-C 1607.05 and SAF-C 1625.04. 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 blasting permit is issued. The meeting for this project was held in March with a number of area residents attending as well as representatives from the Planning Department, Inspection Services, and Fire & Rescue. During the initial blasting operations, several calls of concern were received from residents in the Emerald Lane area, and a spot inspection was conducted by Fire & Rescue.

Patrol

During the month of March, the Dover Police Department responded to 2,566 incidents throughout the city. Police officers made a total of 1,234 motor vehicle stops during which they issued a warning or a summons.

The officers also issued eleven non-motor vehicle related summonses and conducted 10 checks of the Community Trail.

During the month of March 2016, there was one letter generated by the Dover Police Department that was sent to a certain licensed liquor establishment in Dover. Letters are sent as a result of analysis of police reports involving overly intoxicated persons. When it is determined an overly intoxicated person had been over-served, a letter is sent from the police department to the establishment. The letter, along with the police report, is also sent to the NH Liquor Commission’s Bureau of Enforcement.

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 March.

COMMUNICATIONS BUREAU	
911 calls	404
Phone calls	8,277
Radio Transmissions	11,161
Police Alarms	75
Lobby Customers	312

Traffic Accident Investigation Team:

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

Special Investigations Bureau (SIB):

Fourteen 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 March 2016, the Dover Police Department's Special Investigations Bureau personnel were responsible for a large portion of the labor involved in moving the department's operations to the new facility at 46 Chestnut Street. Included in this move were all the evidence and property held by the department at the old location.

During March 2016, SIB detectives investigated a report of indecent exposure at the drive-through of a local business. A suspect was developed during the course of the investigation.

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

SIB personnel also investigated four unattended deaths that occurred in Dover, one of which was a suicide.

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 March 2016, one such investigation was on-going.

On March 25, 2016, Detective Timothy Burt taught a Forensic Science class at Dover High School.

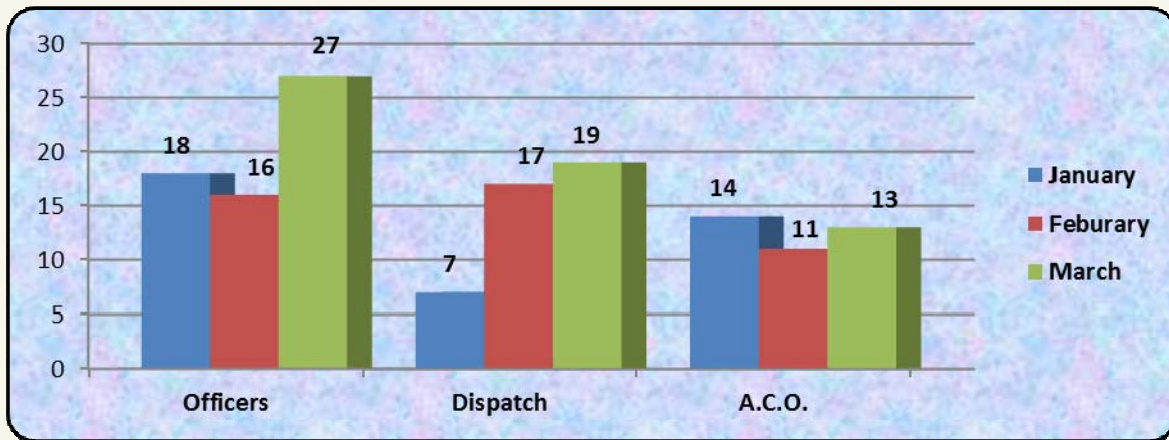
During the month of March 2016, the Dover Police Department's Special Investigations Bureau detectives and Crime Scene Unit officers investigated a discovery of skeletal remains at a local construction site. The investigation revealed the remains were quite old, and the case has been turned over to archaeologists.



On March 30, members of the Dover Police Department's Crime Scene Unit work with the State of New Hampshire Archaeologist to search through sand at a construction site after human bones were discovered.



Animal Control:



Breakdown of Calls – Officers	
Barking dogs	03
Found animals	09
Loose animals	01
Welfare Checks	04
Deceased animals	04
Dog Bites	06

Total animal calls for service
59
Handled by Officers
27
Handled by Dispatch
19
Handled by ACO
13

Breakdown of Calls – Animal Control Officer	
Found animals	03
Deceased animals	03
Loose animals	05
Lost animal	01
Welfare checks	01

Breakdown of Calls – Dispatch	
Loose animals	02
Lost animals	14
Found animals	03

The Animal Control Officer received 42 voicemail messages and returned those calls. She also followed up on 8 investigations initially begun by police officers.

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 Patrol handled the following during the month:

73	Public Assists-directions, pedestrian right of way education, etc.
46	Parking Assists
10	Assists for Community Action / homeless
Daily checks of the Community Trail, Henry Law Park, the Dover Skate Park, Maglaras Park and the railroad yards.	



Pictured left, CJ and a member of the public getting to know one another.



Above, Officer Caproni (riding Rasa) and Officer Murch (riding CJ) pose with a local resident



City Manager's Report - April 27, 2016



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On March 2nd Vicki Hebert presented with Stephanie Wright from the Seabrook Granite Youth Alliance team to the United Way of the Greater Seacoast Regional Volunteer Council. They provided an overview of the GYA program and local successes. The Regional Council is the group that decides on funding priorities for the United Way each year.

Vicki Hebert continued her work with the Opioid Taskforce of Strafford County to host the Strafford County Addiction Summit: Local Solutions to a National Problem. The summit took place on Friday April 1st at Wentworth-Douglass Hospital. Vicki was tasked with chairing the committee responsible for the prevention track at the conference. The conference and the legislative breakfast event beforehand was full with an early 120 registered for the breakfast and 200 registered for the summit.

On March 9th Vicki Hebert presented to the Dover Rotary about the opioid epidemic and what the Dover Police Department and Dover Coalition for Youth are doing to address the problem. Later that evening, she made a similar presentation to the Dover City Council.

On March 15th, a team of Dover Y2Y students traveled to Epping Middle School to "Pitch" their idea to the Granite Youth Film Festival Board in hopes of receiving \$500 worth of funding. Several other schools had students making proposals as well. After the panel finished questioning each group, the Dover team was awarded \$500 to make their short film which will focus on underage drinking. All of the various student groups will be present for the films' premiers at the Epping O'Neil Cinemas over 2 days in early June.



On March 1, 2016, three members of Youth to Youth broadcast a 1-hour webinar the McConnell Center at the request of the State of Arizona. The training webinar was focused on how to organize, implement and train students in a youth empowerment program like Dover Youth to Youth. A total of 15 organizations from around the state tuned in to the broadcast.

Fire/Rescue participated in the Chamber of Commerce's "Bridge to our Future: Connecting Students and Businesses" program hosted by Wentworth Douglass Hospital. This partnership connected businesses and their jobs, with students to discuss what a day in the life is for those jobs and what the educational requirements are to earn those jobs. Fire/Rescue thanks both organizations for being allowed to participate.

In March, the following notice was released. The City's voluntary closure of the Griffin Well has been the subject of recent media reports. As stated in these reports, the well, which has been closed for maintenance since December 2015, will not be reactivated. The City's decision to close the well is based on low levels of three perfluorinated chemicals (PFCs) detected at the site, adjacent to the former Madbury Metals on Route 155. The decision to do so was made out of an abundance of caution, despite the PFC levels being well below current Environmental Protection Agency guidelines.

The City's remaining seven wells are routinely tested and remain a safe source of drinking water. None of the City's remaining wells have tested positive for the same PFC compounds found at the Griffin Well.

According to City Manager J. Michael Joyal, Jr., the decision to close the Griffin Well was made after the EPA advised it may lower the acceptable level of PFCs from 400 parts per trillion (ppt) to 100 ppt. The level of the three PFCs detected at the Griffin Well during maintenance in 2014 was 67 ppt or well below.

"If this change by the EPA does in fact occur, the Griffin Well may no longer be sufficiently below the EPA's acceptable levels," Joyal said. "The City of Dover has opted to be proactive and construct a new well away from this site in order to ensure the continued availability of safe drinking water from the Pudding Hill aquifer. The City initiated this project in conjunction with New Hampshire Department of Environmental Services as a precautionary measure since active ground water monitoring around the former Madbury Metals site identified increasing concentrations of various compounds, such as MTBE, migrating off that site and towards the Griffin Well."

Although the EPA does not regulate the perfluorinated compounds found at the Griffin Well -- PFOA, PFOS and PFHpA -- the levels of detected PFCs were still reported for informational purposes in the City's 2015 Consumer Confidence Report for the public drinking water system, which can be viewed at <http://www.dover.nh.gov/government/city-operations/community-services/water-quality/index.html> along with water quality testing results and the annual water standards reports.

As the City locates and develops a new well to replace the Griffin Well, the City's remaining seven wells can adequately and safely supply the City's drinking water.

Regular testing of The City's public water system continues to demonstrate that drinking water wells around the city, including the Griffin Well, have been and remain within the standards established for safe drinking water.

Pictured right, members of Dover Youth to Youth placed informational stickers on beer products at Shaw's Supermarket in March, with the store's permission. The stickers highlight the risks of underage drinking.



In addition to the updates on the City of Dover's website, the Media Services Division is working on creating a separate website for the McConnell Center Collaborative. The Collaborative is the umbrella group for all of the tenants at the McConnell Center. The McConnell Center Collaborative website, which will serve as a source of general information and a gateway to all of the tenant organizations, will feature its own design, but will be managed under the City's content management system. Similar work is under way for the Driving Dover website.

Media Services has been asked to create a project site for the Garrison Elementary School renovation project. The Joint Building Committee overseeing the project has asked for a site similar to the site created for the high school project, which the City also maintains. The high school project site is one of several online special projects pages on the City's website. Other special project pages include Silver Street reconstruction, the new Police Facility and Parking Garage, Waterfront development, and more.

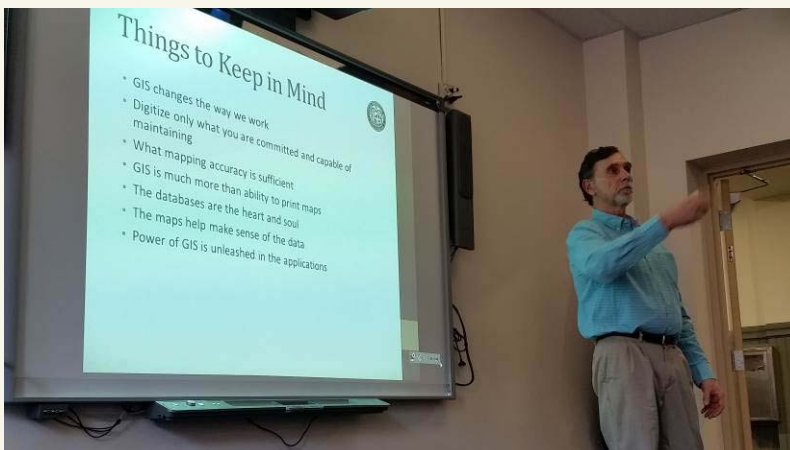
Media Services is also working on a multilayered, interactive web resource for the City's master plan.

Media Services produced several video projects over the last two months, including a review of new services at the Public Library, budget information, parking updates, and several video presentations for the school district's application to the XQ Super School Project.

In addition to public service announcements and informational video, Media Services also provided event coverage for school and city events, including a recent opioid summit organized by Mayor Karen Weston and attended by Sen. Jeanne Shaheen and the mayors and officials from Rochester and Somersworth; bedtime stories at Woodman Park School, the cornerstone dedication ceremony at the new police facility, Dover Listens, Recreation volunteer recognition, and much more.

Media Services provides several electronic newsletters, including Dover Download, Budget Revealed, project-specific updates, and more. In addition to the existing newsletters, Media Services is creating a newsletter for downtown businesses, and assisting with the migration of the Recreation Department's newsletter from another platform.

More than 5,000 people subscribe to the City's electronic newsletters.



The City of Dover hosted a GIS overview presentation / discussion for the Town of Durham and City of Rochester so they could get a better understanding on how GIS works for the City of Dover. The presentation showed how far along Dover has come in this area over the last several years.

The City Clerk Tax Collection Office is now licensing dogs for 2016. All dogs must be licensed by April 30 to avoid a late fee. The cost for a male or female dog is \$10, a neutered male or spayed female dog is \$7.50 and puppies (3-7 months) are \$7.50 for first licensing. Residents 65 years of age or older may license one dog for \$3. Additional licenses require regular fees. The City Clerk's office requires proof of rabies information and a certificate of spaying or neutering.

Late fees of \$1 a month begin June 1. Dog licenses can be renewed at the City Clerk's office at City Hall, by mail or online. In addition to online licensing, rabies information can also be updated online and the certificate mailed to the City Clerk's office. A checking account is required for online dog license registration. To ensure privacy, dog owners must provide the dog's tag number.

The Department of Planning and Community Development continued to update its blog, Facebook page and Twitter feed to communicate with the public. The Department has 334 Facebook (City of Dover NH Planning) friends and 759 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 1,141 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 Fosters 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 and Community Development Planner met with Dover High School students in 2 Civics classes to discuss planning and local government. Additionally, the students were asked questions as part of the Master Plan process, in an effort to expand the range of people and residents (and their views) included in the Master Plan.

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>

The library has 7,277 social media followers: 1,925 on Facebook, 709 on Twitter, 617 on Instagram, 1,230 on Pinterest, and 2,796 subscribers to the library's two e-newsletters. The library website received 17,074 hits during March. The Library posted 87 items on Facebook, 16 on Instagram, 43 on Twitter, and added 78 pins on Pinterest. Staff wrote 5 Blog posts, and sent one press release to media outlets during March.

The public library borrowed 100 items from the school libraries and sent 132. The public library's System Administrator aided the Dovertnet school libraries with 3 Koha system issues during March.

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.

Planning and Community Development and Community Services staff met with residents off Thornwood Lane and the developer to discuss outstanding items for the completion of the Village at Thornwood Commons.

Planning and Community Development and Community Services staff met with the developer of 44 Portland Ave to review outstanding items, including landscaping and lighting for the project.

The Assistant City Manager attended the Keating and Birchwood Place neighborhood meeting with Community Services staff. The project is being designed as a Complete Street (addressing pedestrian and vehicular needs), and is in early stages. The meeting was designed to solicit resident feedback prior to commencement of design and engineer work.

The City Manager hosted the "Budget Revealed" session in March where residents learned first-hand on how the City's budget is prepared and proposed. "Budget Revealed" is intended to provide residents and taxpayers with a deeper knowledge of the City's budget process and how City services and programs are funded, including general government, public safety, culture and recreation, human services, public works and education.

City Programs

Gym

The girls and boys 5th & 6th grade all-star basketball teams continued practicing and competing in tournaments. The girls and boys participated in the Rochester, Deerfield and Marshwood tournaments. The 18+, 35+ and 50+ Men's Basketball leagues entered playoffs and will wrap up in early April. Adult fitness classes continue to be very popular, with new sessions of Yoga, Muscle Power, Zumba® and Interval Toning being held in Recreation's dance studio. The next session for all these classes will begin in April. The last week of Spring Sports Sign-ups were held at the McConnell Center cafeteria and field requests were received for all leagues. The weather has kept the leagues off the fields so far, and Recreation has continued to try and accommodate requests for inside space within the McConnell Center and the schools. Badminton continues on Friday evenings and volleyball can resume Sunday afternoons in April. Assistant Recreation Director took part in planning the NHASC (NH Association of Senior Centers) State Conference, held in Concord on Friday, March 25th. She serves on the board of NHASC.

Pool

The month of March brought on the end of the short course season for Seacoast swimming; next season will begin in April. Hydrofitness continues on a weekly basis, drawing as many as 25 swimmers every class time. Pool attendance has been steady, lap swimming continues to be crowded on a daily basis and rec swim has seen an increase since the after school time period became available when High School Swimming ended. Spring Session of swim lessons began in March and had to add 5-6 extra classes per session in order to accommodate everyone on the waitlists. Dover Residents filled the weekend lessons before our open registration period even began. Masters Swim program continues to draw around 30 swimmers to practice times. The Mighty Seals are working hard to prepare for swim meet that will take place in Manchester and continue to practice every Sunday. Attendance for the pool is as follows: Adult Lap Swim: 75-100 swimmers daily, Rec Swim: 10-20 swimmers daily, Pool Rentals: 5 Birthday Parties.

Ice Arena

February marks the end of high school hockey games at the Dover Arena, as the ice becomes available, the focus moves to spring programs such as Learn to Skate, Youth Introduction to Hockey, Adult Introduction to Hockey, hockey skills sessions and the very popular youth 3 on 3 hockey league. The youth 3 on 3 hockey league is a fun skate for younger skaters after a long hockey season. The 3 on 3 program allows skaters to have some fun on the ice with very limited rules or stoppage of play. About 150 young skaters participate in this program. As the spring weather comes along, the arena will host the Seacoast Roller Derby teams as well as the Flyball Dog competition, April 9 and 10; and the Dover Home Show, April 16 and 17. Adult and youth stick practice: 310 participants, Birthday Parties 5



Senior Center

In addition to all ongoing activities, the Senior Center members continue to use all fitness areas at Dover Recreation. Senior exercise and yoga classes are held Monday through Thursday mornings. March fitness classes saw 405 participants springing into spring! Pickleball continues to be a great draw for new members. Pickleball combines elements of tennis and ping pong on a badminton sized court, using a wiffle ball. In March, 77 people enjoyed learning and playing this new lifetime sport and the center is still getting inquiries almost every day about how to join in! Of course with all this activity, an appetite is built! 44 seniors came for homemade comfort food lunches at the center this month, and 34 participated in Mystery Lunch outing. Back by popular demand is art classes at the center. Taught by local artist Roseann Meserve, members are learning about basic watercolor techniques. This class was so popular it has an extensive wait list! A new program was started in March: Brain.e.ology. It's a 7-week program to learn how to integrate brain exercises into everyday life and dispel myths about age and memory loss. 59 seniors took charge of their brain fitness in March! Senior Center travel department took 49 seniors to the Boston Flower Show, and 47 enjoyed a St. Patrick's celebration with the Young Irishers. Finally, a UNH Speaker's Bureau event was hosted, "When You Walk Do You Feel Like You're Dancing," which not only packed the room but landed the Senior Center on the front page of the paper! Senior Advisory Board meeting: 8, Mystery Lunch: 34 participants, Senior Center Lunches: 44 participants

Public Library

Chromebook usage by the public continues to increase in the library. The 10 laptop units were circulated in-house (for a 3-hour borrowing period) 117 times during March.

Technology Librarian Peggy Thrasher taught two free, small group tech classes during March: "Introduction to Excel" and "How to Set Up an Email Account". There is a huge demand for this type of basic instruction among our patrons.

March program attendance at the library totaled 1,211 at 57 programs which included story times, organic gardening, adult coloring sessions, movies, an Irish balladeer, crafts, movies, climate change, two book groups, music with benji, Game Night, Lego Saturday, and a flute recital.



Above is the newest volunteer at the public library! Although Fluffy the hamster, named by the kids during a contest, is an entertainer, he does a lot of sleeping on the job!



Pictured left are kids enjoying the STEM Expo held at the Dover Public Library on March 14th.

Dover Housing Authority Liaison Officer Program

During the month of March, Officer Plummer finished teaching the DARE curriculum to his two fifth grade middle school classes while also assisting with the planning for the DARE graduation.

During the Month of March, Officer Plummer continued to meet with the two children that he started to meet with last month. The children, who live in DHA, have started to bring other friends along to get to know Officer Plummer. This has been a great way for Officer Plummer to get to know the children in the neighborhood.

Officer Plummer spent four days in the Dover Middle School to cover for the School Resource officer who was out with an injury. While in the school, Officer Plummer dealt with a couple incidents dealing with families that live in DHA housing. He was also able to see many of the children that live in the DHA in their school setting.

Officer Plummer conducted Meet and Greet sessions at all DHA properties during the month of March. Officer Plummer introduced himself to all residents in attendance and answered any questions that they had. Officer Plummer also gave a location specific safety talk to the residents.



Left, Officer Plummer speaks with residents of Waldron Towers during one of his Meet and Greet sessions on March 21, 2016.

Dover Middle School Liaison Officer.

During the month of March, Officer Pieniazek continued teaching the DARE program to four 5th grade homeroom classes. In addition to that, he and the other DARE officers have been preparing for the DARE graduation on April 7, 2016.

Officer Pieniazek is assisting the Dover Middle School baseball team as an assistant coach. On March 4, Officer Pieniazek attended a meeting for all interested students. On March 30 and 31st, Officer Pieniazek assisted with tryouts for the team.

On March 8, Officer Pieniazek attended a 6th grade Language Arts class as a guest reader.

Officer Pieniazek continues the lunch Program entitled, "Fine Dining with Dover's Finest." Fifteen children within the month of March 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 had a heroin or opioid overdose. During the month of March, Officer Pieniazek made 2 such phone calls.

Dover High School Liaison Officer.

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

Officer Kennedy met with school officials numerous times to assist with school investigations in determining if criminal activity occurred.

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 March, the students detailed four cruisers.

Pictured right, an unmarked Dover Police Cruiser is getting a fresh coat of wax from the Dover High School Auto-Collision Technology Class



Teen Center Program Highlights

Special Program Night – “Rochester Teen Night Event”
Snack Special – “Taco Roller-Bites”
Movie Afternoon – “Ant Man”
Music Enrichment Afternoons – “Acoustic Guitar Lessons”
(Every Tuesday thru March)
Teacher Workshop Program – “TC Super Fun Day”
Sports Afternoon – “Street Hockey Challenge”
Tournament – “Around The Horn Billiards Game”

Dover Teen Center

The Dover Teen Center calendar for March 2016 consisted of educational and social programming for its youth participants. For the month, the Teen Center saw a total of 623 participants on 24 days of programming, which yielded an average of nearly 26 participants per day. There were 5 new registrations for the Teen Center in March 2016



One of the Teen Center participants seeks assistance with her math homework from one of the UNH interns during a homework help session.



Teen Center participants tune their guitars prior to receiving guitar lessons held at the Dover Teen Center with the assistance of an Arts in Action grant from the NH Charitable Foundation.

Dover Youth to Youth:

A Dover Youth to Youth team has begun planning and developing their ideas for the annual Granite Youth Film Fest sponsored by the United Way of the Greater Seacoast. This Film Fest features student-made films that raise awareness about the dangers of underage drinking, marijuana use, and prescription drug abuse. Teens experience the full process of film production: budgeting, pitching their idea, making a movie, and premiering their movies at a theater.

The Board of Trustees at Wentworth-Douglass unanimously approved a \$125,000 grant earlier this in March to the City of Dover Police Department to offer ongoing support for the organization’s Community Outreach Bureau with specific emphasis on awareness and prevention of opioid abuse.

The Dover Youth to Youth (Y2Y) Program and the Dover Coalition for Youth will utilize the grant funding to continue working to improve the quality of life in Dover for youth and families by preventing the harm caused by substance abuse.

Funding will support the creation of public service announcements to increase awareness of the current heroin and opioid epidemic – including expansion of the “If I’d Known” campaign highlighting people in recovery from heroin addiction; training for local employers to recognize the signs of substance abuse and how to help; the exploration of drug treatment models to support recovery at Wentworth-Douglass Hospital; the development of many school and community projects to both raise awareness about the substance abuse problem and provide an organized method for community resources and partners to collectively develop solutions.



Dover Coalition for Youth

During the latter part of March, Vicki Hebert did a considerable amount of the planning for the Tri-City Mayors Summit on the Opioid Addiction Crisis. The summit was attended by a total of 38 people from Dover, Somersworth and Rochester. Those in attendance were the mayors of the three cities, the three city managers, members of each city council, police officials, and members of local coalitions and medical facilities. The event was also attended by Senator Jeanne Shaheen who listened to the problems and solutions presented by representatives of the three cities.

Community Service Program

The Community Service program continued to track four active participants during the month of March of 2016. A total of 16.5 hours of community service hours were completed during the month. None of the participants finished his/her assigned hours.

Dover Court Diversion Committee

The Diversion Committee met on Thursday, March 10, 2016 and Thursday, March 31, 2016. As of the end of the month, there is a total of four active Diversion cases. Below is the breakdown:

4 cases already in active Diversion Contracts

2 successful completion and release

0 new case heard

1 case awaiting the next meeting.

The next planned meeting for the Dover Court Diversion Committee is Thursday, April 21, 2016

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 March.

Previous: Paving operations are completed for this construction season.

TOLEND ROAD RECONSTRUCTION

Current: No update for March.

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

TOLEND LANDFILL REMEDIATION

Current: The EPA is preparing a Five Year Review of the Tolend Road Landfill remedy performance that will be issued in 2017. The PRP consultants have been preparing monitoring data specifically collected for the report and will provide the data to EPA for inclusion in the review report.

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 March.

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 pre-proposal submitted in February has been selected to submit a full proposal with work scope. Meetings to develop are in progress to develop the proposal for submission on May 20th. Dover and the Great Bay Municipal Coalition are collaborating in the proposal development which will be the first step in a long term monitoring and study plan for the estuary.

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: Contractor Bids have been received; city is working out terms with the current low bidder.

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

RICHARDSON DRIVE RECONSTRUCTION

Current: SRF loans have been approved at the State. State has provided sewer extension comments, consultant are revising plans based on comments.

Previous: 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.

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: The City has received State approval and currently waiting on Council approval for the Supervisory Control and Data Acquisition programming needed for the upgrade. Bidding process to follow.

Previous: 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.

TRAFFIC SIGNAL UPGRADE

Current: Working on communication issues with the traffic light software.

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

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 April.

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 March.

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: The City received the 80% plans from Underwood Engineering. Staff is currently reviewing plans and specs.

Previous: 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.



Recognition

The Friends of the Library contributed funds for an ad on NHPR about NH's public libraries and their services. The Friends also paid for our Organic Gardening teacher's fee, a Cricut electronic cutting machine for the Children's Room, and \$400 in prizes for the Peeps and Poetry contests.

A \$250 donation was received from out-of-state, designated to purchase mysteries for the collection.

A \$300 donation was received from Higgins Wood Flooring in Rochester, designated for the children's Summer Reading Program.

Volunteers continue to help library staff with the ordered numbering (on colored spine labels) of all adult fiction books in series. Patrons can see, at a glance, the correct order of any series on the shelf.

Professional Development

On March 14-18, 2016, Detective Carlson and Officer Petrin both attended Tactical Team Leader Training. This training equipped the officers with the knowledge needed to lead tactical officers during high risk operations.

On March 10-11, 2016, Lieutenant Brad Gould attended Leadership in Law Enforcement Training.

On March 14, 2016, Dover Teen Center Director Steve Pappajohn and Prevention Programmer Stephanie Retrosi attended training on Adolescents Risk for Suicide. The training, part of the list of required credits to become certified prevention specialists, provided both with some signs to look for while interacting with teens.

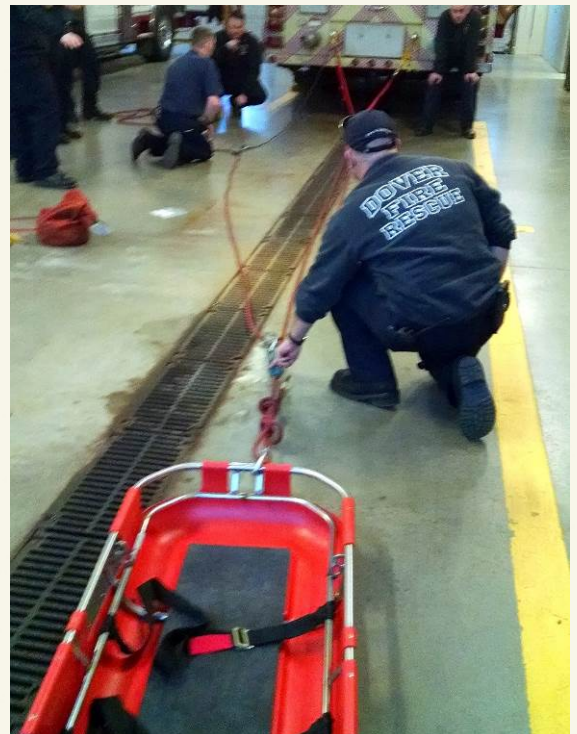
On March 1, 2016, Sergeant Nadeau and Officers Mitrushi and Gaudreault attended training on Landlords, Tenants and the Police Response. This training provided those officers with tools to help deal with common landlord/tenant disputes that the police are often called for.

Sergeant Speidel, Sergeant Nadeau, Detective Carlson and Officer Lazos attended training on March 25, 2016 at the Somersworth Police Department. The training was conducted by Strafford County Attorney Thomas Velardi and focused on legal requirements for blood testing in felony DWI and Negligent Homicide cases, administrative license suspension procedures, case law involving medical records. Attendees also received training from members of the New Hampshire State Police on administrative rules and procedures in school bus related crashes and licensing requirements for student transportation carriers, and federal motor carrier laws pertaining to commercial vehicle crashes and enforcement.

Sergeant Speidel attended training on March 29, 2016 at the Barrington Police Department on the topic of Child Passenger Safety. Facilitated by the New Hampshire State CPS coordinator, the training covered LATCH requirements for various automobile manufacturers and an overview of the National LATCH manual. Participants also demonstrated proper techniques for various child seat configurations as part of the requirement for recertification.

In March Vicki Hebert participated in the Recovery Coach Academy Training of Trainers in Portsmouth. The training took place March 28-April 2, 2016. As a result, Vicki is now being able to teach the 30 hour Recovery Coach Academy in the future.

March saw many training sessions occurring for the various members of Fire & Rescue. As part of our Quality Assurance/Quality Improvement program which Wentworth Douglass Hospital generously funds through donations, an update on complicated airway management issues occurred on the four shifts. Another area of training in March was the review of rope systems using some new equipment recently purchased that replaces some outdated and worn equipment. If you have ever seen a mountain climber using a rope as protection or when repelling downward, the same skills are needed in the world of rescue. Should someone fall down a shaft in a building or basement, rope systems would be rigged to access the injured and raise the injured from that area. Should a worker be injured on the underside of the General Sullivan Bridge, rope systems would be used to get to the injured and get them safely back to land. In this picture taken inside the North End Fire Station Apparatus bay, one of the shifts has set up the equipment that would be used to move a Stokes Stretcher up a steep hill. As the weather warms, this training will move outside and include repelling off the Garrison Hill Tower.



Fire and Rescue also trained on the new Lucas 2 CPR assist device. This organization has two on loan and is in the middle of field testing the devices. They are put on patients with no heartbeat, and the device does the CPR we would normally do, allowing our team members to focus on other tasks such as breathing for the patient, administering medications, and carrying the patient out of a building to the ambulance for transport. The initial reports are that the device is a game changer for medical care, so next up is the planning phase on when to allocate money in the budget to purchase them at a cost of \$15,000 each approximately.

One of the noteworthy events for Operations this month was attendance at the Maryland Fire and Rescue Command School 2016 in Baltimore, Maryland by Assistant Chief Paul Haas and Deputy Chief Michael "Micky" Drouin. This 6 day intensive Chief Officer School with programming from 8 AM to around 9 PM most days, is a crash school on everything from hiring and firing and other legal issues, personnel management do's and don'ts, overseeing regulatory compliant training programs, and incorporating Social Media into daily operations for better communications with a Community's citizens. It was a big commitment organizationally to send these new Chief Officers to this much needed school, and a thank you goes out to them for attending as well as the entire organization during their absence.

IT Director attended a webinar, an Esri Emergency Management Webinar Series: Accessing and Visualizing WebEOC Data within ArcGIS Online.

IT Director attended an Adobe Government Seminar in Boston, Creating Compelling Experiences.

The Assistant City Manager and the Community Development Planner participated in a webinar designed to discuss the sharing economy. The main focus of the webinar was on the rise and regulation of air-b-n-b and other home rental programs that have evolved in the last ten years. The webinar reviewed case studies in Colorado.

Children's Room staffers Patty Falconer and Karin Mayer-Gottlob attended the annual Children's Librarians' state conference---CHILIS---on March 17.

Technology Librarian Peggy Thrasher attended the Computers in Libraries Conference in Washington, DC.

Library staff attended webinars on Audiobooks and Listeners' Advisory, Social Media Marketing for Libraries, Using Pop Culture to Create Great Library Programs, New Titles for Your Graphic Novel Shelves, various Koha webinars, Using Your ILS for ILL, and Excel for Beginners.

Members of various departments attended an "Ergonomics in the Workplace" seminar at the McConnell Center.

EMPLOYEE SPOTLIGHT

Who doesn't know Krista? Krista Trefethen is responsible for many fun and amazing things that happen at the Recreation Department in the City of Dover!

Krista started working for the City of Dover in 2002. She was hired as the Recreation Program Supervisor and in May of 2009, Krista became the Assistant Recreation Director.

According to Krista, in a nutshell she does whatever it takes to help people stay active and have fun! The day to day details are different each day and can range from making coffee in the Senior Center, to running programs and reffing basketball, to scheduling the Rec Department's facilities, to working with all the youth and adult leagues in Dover, to maintaining the Recreation Department's website. Krista is most directly involved with the day to day of the McConnell Fitness Center and the Senior Center. Luckily, Krista doesn't have to cook at the Senior Center or she says they would all be in trouble!

What Krista likes most about her job is the people she gets to deal with. Both those that she works with and her patrons. Krista says they have such a diverse group of people that they see every day and it is a lot of fun to see what the programs and facilities can do to help improve their lives. It is also nice that she gets to be active – she doesn't think she would do well if she had to sit still all day.

What Krista finds challenging is trying to do more with less and to fit in everything that they want to do. Also to try to meet the space needs of a very busy, active community.

Currently, Krista lives in Newmarket, NH. She was born in Pennsylvania but moved to New Hampshire when she was 8. She has been in the Seacoast area since going to UNH. Krista has a cat named Sargeant (Sarge for short) who will soon be a year old and a Yellow Lab named Lexi who will be 7.



Krista has been a basketball referee since she was in college and in addition to reffing many of the games at the Rec, she continues to ref high school games in the area in her spare time. Krista has ridden horses since she was 4 years old and continues to do that as well. None of that compares to her newfound hobby of playing Pickleball though! She was introduced to Pickleball when someone suggested they offer it as a program at the Senior Center and she hasn't looked back! It is a great game for ALL ages and it continues to grow exponentially. They run Pickleball as a program at the Rec and Krista also plays in different venues around the area in her free time.

If you want to get fit and learn more about the City of Dover Rec facilities, go see Krista. She probably won't let you leave until you learn to play Pickleball though!

*Thank you for
making a
difference,
Krista!*



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

- The City Manager provided the 2015 Employee Total Compensation Data to the City Council.
- The City Manager also provided the 2016 City of Dover Bonding Rating Review to the City Council.
- The City Council received Strafford Regional Planning's Dover Toll Related Traffic Counts from the City Manager.
- Legislative Bulletins #10, #11, #12 and #13 were sent to the Council by the City Manager.
- The City Manager gave a heads up to the Council relating to a mailing that residents were receiving soliciting water services by a private company which is not affiliated with the City of Dover.
- The City Council was invited to attend the raising of the Greek Flag by the City Manager's Office on behalf of the Greek Orthodox Church.
- The City Manager provided the Pavement Management Presentation to the City Council.
- The City Council received an update from the City Manager on the status of the Griffin Well.
- A Dover Education Adequacy Funding Suit update was given to the City Council by the City Manager.
- The City Manager forwarded an invitation from Vickie Hebert to the Council inviting them to the Tri-City Mayors Summit focusing on the Opioid Addiction Crisis.
- The Downtown TIF Debt Service Coverage Analysis was sent to the Council by the City Manager.
- The City Manager provided an updated meeting schedule to the City Council.
- The City Council was made aware of the completion of the 73.9 million competitive bond sale for the high school CTC project, by the City Manager.
- The City Manager asked the Council to let him know who would be attending the Tri-City Mayor's Summit to ensure sufficient seating.
- The Council was advised by the City Manager that the Education Adequacy Lawsuit has been rescheduled to May 11, 2016.
- A copy of a thank you letter to Wentworth Douglass Hospital for funds provided to Dover Fire and Rescue was sent to Council by the 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 & Traffic

Parking Bureau

Comparing the first 18 weeks of meter activity since the parking garage opened to the same period the year prior; there were 19,625 (1,090/week) additional transactions in the downtown. It is important to keep in mind that there were two blizzards during this time frame in 2015 that influenced these results. Compared to the same time period in 2013-2014, there were 18,417 more transactions this year.

At their March meeting, the Parking Commission reviewed the Parking Bureau budget presented by the Parking Manager. They voted to recommend that it be submitted to City Council as presented. The Commission also reviewed the current TIF District financial report with the Finance Director.

The Parking Commission approved moving forward with an on-line violation payment option available from Cardinal, the city's parking system software provider. The Parking Manager is working with the city's IT and Finance offices to evaluate the process. One town that is using the system reported that 65% of the violations are paid on-line. An on-line violation payment option has been requested by users for years.

The Whoosh Program is nearly ready to roll out for use in the garage. The city needed to contract with a different credit card processing provider to accommodate the program. An unexpected, but welcome result of this change was that the new credit card processing company charged a lower processing fee, which will save the city money. Whoosh allows users to initiate or extend their parking garage visit through a cell phone application. A few merchants have expressed interest in this program as a way to extend their customer's visit. There is a 25 cent service fee charged by Parkeon, the city's parking meter provider.

A test meter unit (known as TPAL) has been installed in front of City Hall. This meter provides a much improved customer experience with an interactive color display screen and back lit button system. Conversion to TPAL meters is a cost effective investment to extend the life of the first round of meters that were purchased in 2009.

Traffic Bureau:

Sgt. Speidel worked closely with Dover Main Street representatives to coordinate the second annual Run Before You Crawl 5K event on March 12, 2016. Sgt. Speidel handled the Police Department's operational planning for this event, to include the deployment of directional signs, barricades and cones to facilitate road closures, parking restrictions and traffic diversions, the scheduling and assignment of police personnel, and the coordination with event organizers on other logistical matters affecting traffic. This was the first race of the 2016 "Dover Race Series".

Sgt. Speidel attended the neighborhood meeting of the impending Keating/Birchwood/Renaud reconstruction project, hosted by the Community Services Department, on March 15.

The Dover Police Department performed 28 man-hours of targeted DWI saturation patrols on Friday and Saturday nights during the month of March, 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. Dover Police made a total of 11 DWI arrests during the month of March.

Sgt. Speidel performed 3 child passenger seat inspections during the month of March. 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 helped coordinate or provided equipment to facilitate event parking, road closures, or other traffic control particulars for the Dover High School winter guard / percussion show on March 6, the Dover Democratic Committee event on March 12, and the "Maltz Challenge" memorial event at Seacoast Kettlebell on March 12.

The Assistant City Manager provided the City Council with an overview of the role of the Master Plan in the development of the community. The presentation included a status report on the various tasks identified in the Master Plan.

The Planning and Community Development Staff worked through the month of March drafting amendments to the Site Plan, Subdivision, and Zoning Regulations to then present to the Planning Board in early April.

On March 17, the Assistant City Manager attended the Chamber of Commerce's Education Committee's Education Forum, at Wentworth Douglass Hospital. At the Forum, area students were given the opportunity to learn about different sectors of work, and talk with representatives about educational needs and the core services provided by each sector.

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 a feasibility study for solar photovoltaic (PV) systems on city property. In March, work focused on conducting site visits to potential locations—specifically the three elementary schools, the Tolend Road landfill, and the Mast Road gravel pit—and coordinating with the new High School architects and Joint Building Committee Members. A Commission member and Ameresco represented the City's potential project at the Senate Energy Committee hearing on HB 1116 March 30th; this bill, which raises the net energy metering cap to 100 MW, passed the full Senate and will be signed by Governor Hassan in early April. The Energy Commission is also investigating the C-PACE program for possible presentation to the City Council.

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. Attended a meeting of the group on March 18th in Seabrook to release the draft report of the legislative committee and spoke during the press conference to explain how Dover is using the report data in the waterfront planning.

Planning and Community Development staff worked with two property owners to develop a land development agreement. The agreement, approved by the Council in March, is a public private partnership between the City and Varney Lands LLC and H53 Mast Road LLC. The agreement allows for the completion of Pointe Place (nee Thornwood Lane), creation of two multi-use ball fields for the public, and tax guarantees, in exchange for City contributions of \$1.2 Million. Planning staff and the City Attorney's office are completing the details of the agreement.

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 March 15th. On March 14th February 2nd the City Planner attended a meeting with the Mayor, the Recreation Director and two CWDAC members to discuss the public park 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 Assistant City Manager and the Community Development Planner met with two Dover High School civics classes to discuss the role of land use and planning in the development of a community. As part of the discussion, the students provided their thoughts on the role and nature of Social Capital within their community.

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 Planning and Community Development Department had a scoping phone call with the pre-construction consultant on March 3rd and March 22. The Police Department vacated the ground floor of City Hall mid-March. The Planning and Community Development staff held a pre-bid meeting with prospective bidders for the asbestos inventory as part of the RFP process and chose an Asbestos Inventory consultant to complete inventory in early April as part of the process of creating a Customer Service Center on the ground floor. 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.

A Transportation Master Plan Steering Committee meeting was held March 7th. The focus of the workshop was to review consultant findings and discuss the upcoming public workshop to present proposed Chapter recommendations.

The Planning Board Chair appointed a seven-member steering committee to guide the development of the Stewardship of Resources Chapter of the Master Plan. The kick-off meeting will be held in April.

The Planning Board held a public hearing to review the proposed FY17 CDBG Action Plan. The City received a total of 13 requests for funding of which 8 fell into the Public Services category and 5 into the Public Facilities category. At their second meeting in March, the Planning Board recommended funding for the 8 Public Service requests and 3 of the Public Facilities requests. The Planning Board decision is a recommendation to the City Council.

Staff prepared and submitted required Department of Labor reporting associated with the current and prior year CDBG funded projects.

City Staff conducted interviews on February 8 and selected CLD Consulting Engineers to further negotiate with. NHDOT reviewed the qualifications based selection materials and provided a notice to proceed with negotiations to the Planning and Community Development Department. Staff is currently negotiating the scope and fees with CLD Consulting Engineers and still hopes to go before Council with the contract in mid-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.

Staff conducted a sweep of temporary signs in the right-of-way and gathered a list of others to follow up on.

Planning and Community Development staff continued reviewing files to weed out excess material that is no longer of need or value. Planning Board and Zoning Board files will be reviewed over the next few months.

The Assistant City Manager and Assistant City Engineer met with representatives from Somersworth and Rochester to discuss a proposed Complete Streets project on NH Route 108, from Weeks Crossing to Innovation Drive in Rochester. This roadway reconstruction will be completed as part of the State of New Hampshire's 10 year plan, and is slated for design work in 2017 and construction in 2022. Community staff members are meeting now to develop a cohesive list of improvements needed on the corridor, such as bike lanes, lighting, drainage and transit improvements.

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.

Planning and Community Staff along with the Economic Development Director met with residents about rezoning of land in Dover.

On March 2, the Community Development Planner, Assistant City Planner Piekut, and GIS Technician met with the GIS consultant for the Stewardship Chapter of the Master Plan to coordinate data sharing.

On March 3, the Assistant City Manager, Assistant City Planner Benton, and Economic Development Director met with Administration Staff from Saco, Maine to discuss economic development within the City and compared it to trends in the region. Assistant City Planner Benton and the Community Development Planner then took the Saco officials for a walking tour of the downtown area to show off some of the recent projects.

On March 8, the Assistant City Manager, City Engineer, and Assistant City Planner Benton met with COAST Manager of Operations about relocating a COAST northbound stop to from Governor Sawyer to Hawthorne which has since been moved to be mid-block.

On March 14th the City Planner met with a representative of the homeowners association at Ezra Green to discuss a walking trail and to look at the best route to avoid wetlands as much as possible.

On March 15, Assistant City Planner Benton and the Assistant City Manager met with Liberty Mutual Regional Facility Manager to schedule and plan for a Community Trail clean-up volunteer day on May 2.

On March 23rd the City Planner and the Assistant City Manager met with representatives of the Strafford Regional Planning Commission to discuss potential Brownfields projects.

On March 30, Assistant City Planner Benton attended a preconstruction meeting with Community Services and Building/Fire staff.

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

Planning Board

In March, the Planning Board approved the posting of a proposed area rezoning of Land on the corner of Glenwood Avenue and Central Avenue, as well as a Conditional Use Permit for Lot #3 Saddle Trail Drive to construct a single family house within a 20% slope Conservation District. It also approved an Amended Open Space Subdivision Plan located at Freshet Road, which included a waiver for the buffer to be 30 feet wide instead of 50 feet wide as required.

The Board also held a Public Hearing and approved the CDBG Action Plan for FFY16m and discussed the appointments to the Steering Committee for the Stewardship Chapter of the Master Plan. Furthermore, it held a Public Hearing and discussed a proposed rezoning of a 16 acre parcel located at 447 Sixth Street from Rural Residential to Assembly and Office. Finally, it approved a Site Plan for Vitas Management & Development Co., LLC, located at 181 Silver Street.

Zoning Board	Did not meet.
Technical Review Committee	Met on March 17 to review a site plan for Summit Land Development, (Owner: Varney Brook Lands, LLC), Assessor's Map K, Lot 19-5, zoned RCM Overlay District, located at Pointe Place (between Dover Point Rd and Middle Rd). The proposal is to construct 132 residential units consisting of 2 mixed use buildings and 4 multi-unit townhouses with a 76,750 sq. ft. paved area).
Conservation Commission	At its meeting on March 14 th the Commission recommended approval of a Conditional Use Permit and NHDES Wetlands Permit for Vistas Management and Development Company for a project at 181 Silver Street.
Community Trail Committee	Met on March 15 and discussed ways to promote the trail, tasks to be in or cleaned up in the near term, potential additions to 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	Did not meet.
Energy Commission	At its March meeting, the Energy Commission discussed progress and next steps for the Ameresco solar PV development study and met with the C-PACE (Property Assessed Clean Energy financing for Commercial buildings) program manager for New Hampshire.
Open Lands Committee	City Planner attended a meeting of the Open Lands Committee on March 24 th to provide support to the committee. City Planner arranged for and attended an easement monitoring visit for a conservation easement on County Farm Cross Road on March 9 th . City Planner met with OLC member and landowners that are considering a conservation easement on their property on March 10 th .
Downtown Dover TIF Advisory Board	Did not meet.
Heritage Commission	Did not meet.



Did you know that the Mounted Patrol Division started in 1998? Our first horses on the street were TJ, King Arthur and Royal Knight.

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
3/21/2016	Snow	6	121.3	\$3,985.80	\$999.70	126.5	\$6,879.07	35	\$446.25	0	\$0.00	\$12,310.82
4/4/2016	Snow	3	147.7	\$4,741.15	\$1,428.00	251	\$13,649.38	35	\$446.25	0	\$0.00	\$20,264.78
		42.25	3564.1	\$113,535.55	\$28,065.70	1918.5	\$104,328.03	1947.5	\$24,830.63	4800	\$384.00	\$271,143.90

City of Dover

Parking Garage:

March 31, 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	9S420130	PUBLIC SERVICE OF N.H.
5/15/2014	Chestnut St /Orchard St Utility Relocation	\$64,380.76	Z2014-0442	FAIRPOINT COMMUNICATIONS, INC.
5/22/2014	Standard Traffic Impact Assessment for Orchard St	\$3,100.00	2	CIVILWORKS, INC
6/5/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,492.50	46250	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/12/2014	parking garage architectural and Engineering svcs	\$77,595.00	6009	LAVALLEE BRENSINGER ARCHITECTS
6/19/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$2,411.25	46251	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/19/2014	Orchard St Geotechnical and Phase II ESA PARKING GARAGE	\$4,879.97	46252	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/26/2014	Orchard St Assess Soils for Arsenic, reporting and	\$3,278.09	46446	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/30/2014	Orchard St Cone penetrometer testing, surface seis	\$13,000.00	46527	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
6/30/2014	parking garage architectural and Engineering svcs	\$103,460.00	6121	LAVALLEE BRENSINGER ARCHITECTS
8/14/2014	preconstruction services for Dover Parking Garage	\$3,409.00	14-030-1	HARVEY CONSTRUCTION CORPORATION
8/28/2014	Orchard St groundwater quality, NHDES meetings & p	\$5,790.00	46100	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
8/28/2014	Orchard St Assess Soils for Arsenic, reporting and	\$1,588.07	46100	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
8/28/2014	ORCHARD ST additional monitoring well installation	\$1,640.00	46100	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
9/25/2014	Orchard St Assess Soils for Arsenic, reporting and	\$1,008.84	46889	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
9/25/2014	sampling for quality of Antimony and reporting Orc	\$1,945.00	46889	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
10/16/2014	parking garage architectural and Engineering svcs	\$71,128.75	6995	LAVALLEE BRENSINGER ARCHITECTS
10/16/2014	Additional Civil & Architectural svcs parking garag	\$6,466.25	7028	LAVALLEE BRENSINGER ARCHITECTS
10/30/2014	preconstruction services for Dover Parking Garage	\$3,681.28	14-041	HARVEY CONSTRUCTION CORPORATION
10/30/2014	site work for Parking Garage per bid	\$162,234.82	14-041	HARVEY CONSTRUCTION CORPORATION
11/26/2014	site work for Parking Garage per bid	\$216,227.47	14-043	HARVEY CONSTRUCTION CORPORATION
11/26/2014	parking garage architectural and Engineering svcs	\$69,835.50	7089	LAVALLEE BRENSINGER ARCHITECTS
11/26/2014	Additional Civil & Architectural svcs parking garage	\$26,236.00	7089	LAVALLEE BRENSINGER ARCHITECTS
12/24/2014	site work for Parking Garage per bid	\$543,560.84	14-048	HARVEY CONSTRUCTION CORPORATION
12/24/2014	Project Engineer and Soil Tests	\$1,310.00	14100139-03	JOHN TURNER CONSULTING INC
1/8/2015	Addl Work Prepare & Submit new subdivision lot lin	\$2,390.00	14-2052	MCENEANEY SURVEY ASSOC., INC.
1/29/2015	parking garage architectural and Engineering svcs	\$17,091.48	7142	LAVALLEE BRENSINGER ARCHITECTS
1/29/2015	c/o 18 Geotech Eng & Phase II esa services Orchard	\$5,477.50	47567	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
2/5/2015	parking garage architectural and Engineering svcs	\$74,491.20	7189	LAVALLEE BRENSINGER ARCHITECTS
2/12/2015	preconstruction services for Dover Parking Garage	\$2,909.72	14-052-A	HARVEY CONSTRUCTION CORPORATION
2/12/2015	Site work for Parking garage	\$158,832.86	14-052-A	HARVEY CONSTRUCTION CORPORATION
2/12/2015	site work for Parking garage	\$248,832.73	14-052-A	HARVEY CONSTRUCTION CORPORATION
2/26/2015	c/o 18 Geotech Eng & Phase II esa services Orchard	\$4,022.50	47352	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
2/26/2015	Overages on Orchard St	\$2,465.15	47352	RANSOM ENVIRONMENTAL CONSULTANTS, INC.
3/5/2015	Site work for Parking garage	\$167,631.64	15-004	HARVEY CONSTRUCTION CORPORATION
3/5/2015	Site work for Parking garage	\$287,329.64	15-004	HARVEY CONSTRUCTION CORPORATION
3/5/2015	Progress payment - Guaranteed Maximum Price Construction	\$1,884.41	15-004	HARVEY CONSTRUCTION CORPORATION
3/19/2015	Progress payment - Guaranteed Maximum Price Construction	\$242,208.58	#7 B14007-G	HARVEY CONSTRUCTION CORPORATION
4/9/2015	Engineering and Piles Inspection	\$525.00	1410139-05	JOHN TURNER CONSULTING INC
4/9/2015	Engineering and Asphalt Field Inspection	\$1,050.00	14100139-04	JOHN TURNER CONSULTING INC
4/16/2015	parking garage architectural and Engineering svcs	\$11,745.26	7256	LAVALLEE BRENSINGER ARCHITECTS

City of Dover
Parking Garage:

March 31, 2016

DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
4/16/2015	Additional Civil & Architectural svs parking garage	\$9,464.04	7256	LAVALLEE BRENSINGER ARCHITECTS
4/23/2015	Additional Civil & Architectural svs 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
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	S023945960.00	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

City of Dover
Parking Garage:

March 31, 2016

		DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
		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
		3/3/2016	add GMP garage	\$162,333.15	#19 B14007-G	HARVEY CONSTRUCTION CORPORATION
		3/25/2016	Ice-Melt Spreader	\$127.99	1781211	W.E. AUBUCHON COMPANY, INC.
		3/25/2016	Rubbermaid Commercial 15 Gallon Waste Receptacles	\$902.93	I31357498	W.B. MASON CO., INC
Expended To Date	\$10,861,887.74			\$10,861,887.74		
			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	\$730,230.79		HARVEY CONSTRUCTION CORPORATION
Encumbrances	\$738,112.36			\$738,112.36		
Available Balance	\$ (0.10)					

City of Dover Police Facility:

March 31, 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 FACILI	\$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 FACILI	\$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-S	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-S	HARVEY CONSTRUCTION CORPORATION
5/28/2015	Facility Construction - Guaranteed Maximum Price	\$120,910.09	#9 B14007-S	HARVEY CONSTRUCTION CORPORATION
5/28/2015	Facility Construction - Guaranteed Maximum Price	\$268,566.20	#9 B14007-S	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-S	HARVEY CONSTRUCTION CORPORATION
6/30/2015	Facility Construction - Guaranteed Maximum Price	\$529,350.00	#11 B14007-S	HARVEY CONSTRUCTION CORPORATION
8/27/2015	Facility Construction - Guaranteed Maximum Price	\$366,556.57	Appl# 12~13 S	HARVEY CONSTRUCTION CORPORATION

City of Dover
Police Facility:

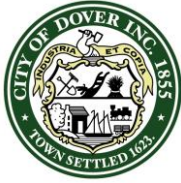
March 31, 2016

DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
9/17/2015	Installation of Power Transformer for Police Facil	\$24,480.00	2515359/95520478	EVERSOURCE ENERGY
9/24/2015	Facility Construction - Guaranteed Maximum Price	\$859,268.57	#14 B14007-S	HARVEY CONSTRUCTION CORPORATION
9/24/2015	Police Facility Phase IIA Basic Architectural & E	\$3,000.00	7559	LAVALLEE BRENSINGER ARCHITECTS
9/24/2015	Police Facility Phase IIA Basic Architectural & E	\$8,819.20	7560	LAVALLEE BRENSINGER ARCHITECTS
9/24/2015	Permitting Fee for Back-Up Generator at New Police	\$1,279.20	ARD-GSP-01846	TREASURER, STATE OF NH - 26
10/29/2015	Facility Construction - Guaranteed Maximum Price	\$1,069,470.99	#15 B14007-S	HARVEY CONSTRUCTION CORPORATION
11/5/2015	Cat Model C15 Diesel generator	\$115,000.00	ENOAINV001278	SOUTHWORTH-MILTON INC
11/19/2015	Police Facility Phase IIB Required Additional Svs	\$1,000.00	7577 / 07-08-15	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 / 07-08-15	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-S	HARVEY CONSTRUCTION CORPORATION
12/17/2015	Commissioning Services	\$1,201.94	60858	WSP USA CORP
12/24/2015	new police facilty office furniture	\$117,804.00	2335	OFFICEWORKS OF NEW ENGLAND, INC.
1/7/2016	Facility Construction - Guaranteed Maximum Price	\$781,819.30	#17 B14007-S	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-S	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
3/3/2016	Fiber Installation from City Hall to New Police Fa	\$1,100.20	1602007	HOWARD SYSTEMS, LLC.
3/3/2016	Flange, Gasket and Bolts	\$225.76	19895	CITY OF DOVER-WATER~SEWER DEPT.
3/3/2016	add GPM using FY14 facility funds	\$630,905.99	#19 B14007-S	HARVEY CONSTRUCTION CORPORATION
3/3/2016	Water Investment Fee	\$9,990.00	19895/W-S INVEST	CITY OF DOVER-WATER~SEWER DEPT.
3/3/2016	Sewer Investment Fee	\$18,810.00	19895/W-S INVEST	CITY OF DOVER-WATER~SEWER DEPT.
3/10/2016	Washing Machine Stand	\$32.21	6631045	HOME DEPOT CREDIT SERVICE
3/10/2016	Washing Machine	\$289.65	6643802	HOME DEPOT CREDIT SERVICE
3/10/2016	Pressure Washer	\$999.00	5762661	HOME DEPOT CREDIT SERVICE
3/10/2016	Wireless 900 MHz Battery Powered Thru Beam People	\$906.47	29928	SENSOURCE, INC.
3/10/2016	418/900 MHz Sensor Server	\$715.50	29928	SENSOURCE, INC.
3/10/2016	Platinum Shield Program, Vea Core Software, Warran	\$360.00	29928	SENSOURCE, INC.
3/17/2016	Commissioning Services	\$2,019.27	65238	WSP USA CORP
3/17/2016	Summit Compact Refrigerator Model FF61SSHH	\$5,593.00	155702	STRAFFORD APPLIANCE CO
3/17/2016	Frigidaire Microwave FFCM0934L	\$693.00	155702	STRAFFORD APPLIANCE CO

City of Dover
Police Facility:

March 31, 2016

		DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
		3/17/2016	Frigidaire Refrigerator FF\$U17G8QW	\$719.00	155702	STRAFFORD APPLIANCE CO
		3/31/2016	Elevator Inspection	\$100.00	330706	TREASURER, STATE OF NH - 5
		3/31/2016	IP PoE 4.0 /6 Digit Digital Clock	\$399.62	202027789579	AMAZON
Expended To Date	\$8,163,681.58			<u>\$8,163,681.58</u>		
		DESCRIPTION		ENCUMBRANCE	VENDOR NAME	
		Final Adjustment on PD Facility Portion of P.O.		\$19,702.28	LAVALLEE BRENSINGER ARCHITECTS	
		Facility Construction - Guaranteed Maximum Price		\$1,511,507.28	HARVEY CONSTRUCTION CORPORATION	
		Commissioning Services		\$15,528.79	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.	
		Installation of Copper Circuits for Radio Repeater		\$2,092.26	FAIRPOINT COMMUNICATIONS, INC.	
		Wireless Technology		\$9,944.10	FTG TECHNOLOGIES	
		Hydraulic Car Wheel Dolly		\$286.72	AMAZON.COM	
		Marshall 15G Containers		\$1,134.80	W.B. MASON CO., INC	
		Fire Panel Replacement City Hall		\$4,204.00	NORRIS INC	
		Hardware for Showers		\$285.52	HOME DEPOT #383	
		Installation of 3 new Voice Drops City Hall		\$788.00	HOWARD SYSTEMS, LLC	
		Shower Items		\$132.93	AMAZON.COM	
		Flag		\$101.85	CITY OF DOVER-GENERAL FUND	
		No Dial Wall Phones		<u>\$93.82</u>	AMAZON.COM	
Encumbrances	\$1,714,754.53			<u>\$1,714,754.53</u>		
Available Balance	\$ 21,564.01					



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 6, 2016**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Greenshields 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, and Councilor Shanahan. Councilor Thibodeaux arrived at 6:10 pm.

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.

Catherine Cheney, 9 Snow's Court: She spoke about the potential for a tax cap override. She said the Council had an understanding with the School Board that the adequacy funding would be put towards the High School bonding, which would lessen the impact to the taxpayer. She said she also heard the interest rate is lower than what was proposed in the pro forma, and felt that that should also be credited toward the budget. She asked the Council to get all the information up front, that they shouldn't override the tax cap, and that they work hard on the budget.

William Ruger, 16 Jacquelyn Drive: He urged the Council to honor the tax cap and say no to the School Board.

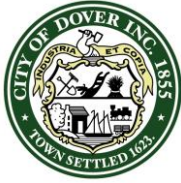
Raymond Schwendeman, 8 Newport Road: He urged the Council to honor the tax cap. He suggested that the Council ask the taxpayers for a one-time fee so it's not permanently added to the tax base.

Diane Ruger, 16 Jacquelyn Drive: She spoke against going over the tax cap.

David Scott, 220 Back Road: He spoke against going over the tax cap.

Jane Sherwood, 43 Arch Street: She spoke against going over the tax cap.

Suzanne Medbery, 3 Covered Bridge Lane: She said there had to be a way not to go over the tax cap and asked the Council to be creative.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 6, 2016**
Meeting Time: **6:00 pm**

Norman Allie, 66 Stocklan Circle: He spoke about the tax cap and felt it should be respected.

Donald Medbery, 3 Covered Bridge Lane: He spoke about the High School project and asked for due diligence. He asked the Council to really look at the budget and not override the tax cap.

Phyllis Woods, 1 Barry Street: She asked the Council to scrutinize the budget, because she felt it was more than the average citizen should have to bear. She said the School needed to prove that the increase will help educate the children and improve the testing scores.

Jeanne Clark, 21 Elmwood Avenue: She spoke against the proposed budget going over the tax cap.

Betsey Andrews Parker, 34 Gladiola Way, School Board Vice-Chairperson: She spoke about the economic development of the City and the need for good schools and other City services to attract new residents and businesses. She said there may be compromises on the budget, but implored the Council to approve the budget to support positive advances for the community.

Cindy Edwards, 28 Childs Drive: She spoke about the budget and the City's tendency to constantly add to the top line. She said adding taxes to the citizens should be the Council's last option.

Robert Dinaburg, 54 Augusta Way: He spoke against going over the tax cap.

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

A. BUDGET PRESENTATIONS

1. SCHOOL DEPARTMENT

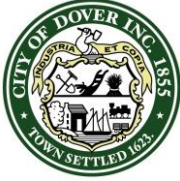
Superintendent Arbour and School Board Chairperson Russell gave a PowerPoint presentation on the proposed School Department budget.

City Manager Joyal gave an overview of the changes to the proposed budget, because the actual bond rate wasn't known when the proposed budget was completed.

City Manager Joyal recommended that they reverse the order of the remaining items for discussion.

Human Services Director Nichols gave an overview of the proposed budget for the Human Services Department.

Library Director Beaudoin gave a PowerPoint presentation of the proposed budget for the Dover Public Library.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 6, 2016**
Meeting Time: **6:00 pm**

DoverNet Director Dover gave a PowerPoint presentation of the proposed budget for the DoverNet department, which includes DoverNet, Media Services, and Information Technology.

2. EXECUTIVE DEPARTMENT

City Manager Joyal gave an overview of changes to the Fee Schedule, changes in personnel and salaries, organizational chart, and what items are changing the budget. He went over the City Council, Executive Department, Legal Department, and Economic Development proposed budgets.

3. FINANCE DEPARTMENT

City Manager Joyal gave an overview of the proposed budget for the Finance Department.

4. LIBRARY

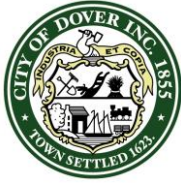
Moved up on the Agenda to follow Welfare.

5. WELFARE

Moved up on the Agenda to follow School Department.

6. ADJOURNMENT

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



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 13, 2016**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor O'Connor led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor 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.

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

6. DISCUSSIONS

A. BUDGET PRESENTATIONS

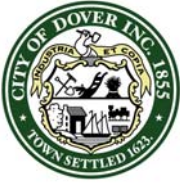
1. COMMUNITY SERVICES

Deputy City Manager Steele gave a PowerPoint presentation on the proposed budget for Community Services. He answered questions from the Council.

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn: seconded by Councilor Thibodeaux.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, April 13, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~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. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to approve the agenda as presented; seconded by Councilor Nicolella.

Vote: 9/0.

7. PUBLIC HEARINGS

A. FISCAL YEAR 2017 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – SCHOOL DEPARTMENT BUDGET ONLY SPONSORED BY MAYOR WESTON BY REQUEST

Bryant Hardwick, 129 Portland Avenue: He spoke in support of the proposed School Department budget.

Linda Merullo, 21 Sandy Lane: She spoke against the proposed School Department budget.

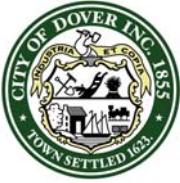
Frances Meffen, 16 Benjamin Way, Dover Middle School Employee: She spoke in support of the proposed School Department budget.

Lawrence Pilla, 21 Baker Street: He spoke in support of the proposed School Department budget.

Carole Soule McCammon, 49 Ash Street, School Board Member: She spoke in support of the proposed School Department budget.

Councilor O'Conner moved to suspend the rules to allow Barrington resident, Mr. Randal Heller, to speak because he is a taxpayer for the Dover School system; seconded by Councilor Shanahan.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, April 13, 2016**
Meeting Time: **7:00 pm**

Randal Heller, 113 Tolend Road, Barrington: He asked why the School Department is hiring an outside consultant firm to develop an educational plan when they have a highly paid superintendent and School Board. He also wanted to know the cost for this service.

David Mattingly, 1 Samuel Hanson Avenue: He spoke in support of the proposed School Department budget.

Kari Younsi, 61 Willow Street: She spoke in support of the proposed School Department budget.

NH State Representative James Verschueren, 102B Sixth Street: He spoke in support of the proposed School Department budget.

David Daigle, 23 Cielo Drive: He urged the Council to stay within the tax cap.

Michael Benham, 20 Richardson Drive: He opposed any override of the tax cap.

William DeGrandpre, 21 Danielle Lane: He spoke about a tax cap override being higher than he expected. He urged the Council to live within their means.

Kevin Plante, 9 Cielo Drive: He spoke against the proposed School Department budget, and felt the Council should honor the tax cap.

Michael Briggs, 9 Beverly Lane: He spoke in support of the proposed School Department budget.

Amanda Russell, 20 Cranbrook Lane, and School Board Chairperson: She spoke in support of the proposed School Department budget.

NH State Representative Catherine Cheney, 9 Snow's Court: She spoke against the proposed School Department budget. She spoke about the Barrington student contract and the potential for lost revenue on the School's budget.

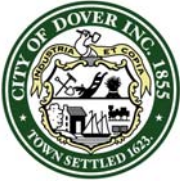
Jeffery Brissette, 11 Fieldstone Drive: He opposed any override of the tax cap.

David Martin, 10 Linda Avenue: He spoke against the proposed School Department budget.

NH State Representative Thomas Southworth, 56 Durham Road: He spoke in support of the proposed School Department budget.

Donald Medbery, 3 Covered Bridge Lane: He spoke against the proposed School Department budget. He spoke against the whole process for building the High School.

Doris Grady, 42 Long Hill Road: She talked about the proposed School budget not addressing the immediate needs of the students.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, April 13, 2016**
Meeting Time: **7:00 pm**

Arthur Burke, 2 Union Street: He spoke about the sacrifice needed with the whole budget to allow for the new high school project.

Glen Jerry, 33 Wallace Drive: He spoke about the tax cap override and that it not be done year after year.

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

B. CHAPTER 60, ARTICLE II – MECHANICAL DEVICES AND ARCADES SPONSORED BY MAYOR WESTON BY REQUEST

NH State Representative Catherine Cheney, 9 Snow's Court: She asked if an arcade were allowed to open in Dover.

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.

NH State Representative Catherine Cheney, 9 Snow's Court: She spoke again about the School contract with Barrington and Nottingham and how Dover may lose students to Oyster River and Coe Brown High Schools.

NH State Representative James Verschueren, 102B Sixth Street: He spoke about overriding the tax cap when it was best for the City. He encouraged the Council to not let the tax cap issue affect this process.

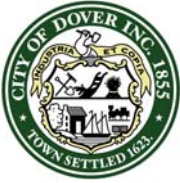
Doris Grady, 42 Long Hill Road: She said the education of the students is most important. She said spoke about teachers not leaving because while they aren't paid the most, the benefits are very good. She wanted to know where the money is coming from to pay for the work on Garrison Elementary School.

Jeffery Brissette, 11 Fieldstone Drive: He said the push back on the High School is because the taxpayers didn't have a say, and it should have been a warrant article. He spoke about the process for the High School project.

Donald Medbery, 3 Covered Bridge Lane: He spoke about the process for the High School project and said it was a mess.

Amanda Russell, 20 Cranbrook Lane, and School Board Chairperson: She spoke about the School Board keeping within the tax cap for the past two years.

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, April 13, 2016**
Meeting Time: **7:00 pm**

9. CITY MANAGER'S REPORTS

City Manager Joyal submitted his report in writing, which includes Economic Development and Legal Department activities. He said the current budget is in good shape.

Deputy Mayor Carrier moved to accept the City Manager's Report; seconded by Councilor O'Connor.
Vote: 9/0.

10. APPROVAL OF MINUTES

- A. March 16, 2016 – Workshop**
- B. March 23, 2016 – Regular Meeting**

Deputy Mayor Carrier moved for the approval of the minutes; seconded by Councilor Shanahan.
Vote: 9/0.

11. MAYOR'S REPORT

Mayor Weston addressed questions and statements made during Citizen's Forum. She listed all the functions she attended.

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 60, ARTICLE II – MECHANICAL DEVICES AND ARCADES**
SPONSORED BY MAYOR WESTON BY REQUEST

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

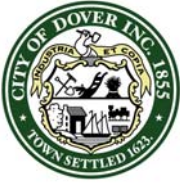
B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – Supporters of the Performing Arts (SOPA)**
- 2. B14031 WASTEWATER TREATMENT PLANT (WWTP) PHASE I UPGRADE AND MLE CONVERSION, APEX CONSTRUCTION ADDITIONAL SCOPE OF WORK**
C/O 3
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, April 13, 2016**
Meeting Time: **7:00 pm**

- 3. B16011B DESIGN SERVICES FOR ARENA LOCKER ROOM RENOVATIONS
ADDITIONAL SCOPE OF WORK**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. B16028 AWARD OF BID HAND PAVEMENT MARKINGS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. B16029 PAVEMENT MARKINGS LONG LINE REFLECTORIZED**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. B16034 AMBULANCE PURCHASE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B98046 SCADA INTEGRATION UPGRADES AT LEIGHTON WAY PUMP STATION**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

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

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

Councilor Thibodeaux asked to pull Item #13.A.2.

Councilor Shanahan asked to pull the Arts Commission Report.

Mayor Weston asked for a roll call vote on the remaining items of the agenda.

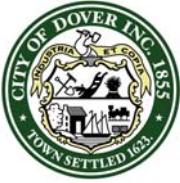
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.2.; seconded by Councilor Thibodeaux.

City Manager Joyal gave an overview of the resolution to the Council.

Councilor Nicoletta noted a typographical error in the background materials, third paragraph, third line: "stain" should be changed to "stainless".

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, April 13, 2016**
Meeting Time: **7:00 pm**

Councilor Shanahan gave an oral Arts Commission Report to the Council.
Deputy Mayor Carrier moved to accept the Arts Commission Report; seconded by Councilor Gagnon.
Vote: 9/0.

B. RESOLUTIONS

- 1. SUPPORT OF BILL S.2423, 114TH CONGRESS, 1ST SESSION REGARDING OPIOID AND HEROIN EPIDEMIC**
SPONSORED BY MAYOR WESTON

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

- 2. AMENDMENT TO CLASSIFICATION PLAN**
SPONSORED BY MAYOR WESTON BY REQUEST

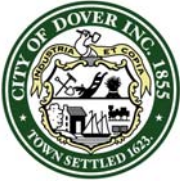
Deputy Mayor Carrier moved for its adoption; seconded by Councilor Nicolella.
City Manager Joyal gave an overview of the proposed amendments.
Roll Call Vote: 9/0.

- 3. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2017 CDBG ENTITLEMENT FUNDS**
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 27, 2016)
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on April 27, 2016; seconded by Councilor Ciotti.
Vote: 9/0.

- 4. APPROPRIATION OF MARCH 2016 DOVER HIGH SCHOOL AND REGIONAL CAREER TECHNICAL CENTER BOND PREMIUM**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 27, 2016, WITH CITY COUNCIL VOTE TO OCCUR ON MAY 11, 2016)
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on April 27, 2016; seconded by Councilor Ciotti.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, April 13, 2016**
Meeting Time: **7:00 pm**

C. ORDINANCES IN 1ST READING

1. CHAPTER 71, SECTIONS 1-3 – BUILDING, WRECKING AND DEMOLITION (TO BE REFERRED TO A PUBLIC HEARING ON APRIL 27, 2016) SPONSORED BY COUNCILOR CIOTTI

Deputy Mayor Carrier moved to refer to a Public Hearing on April 27, 2016; seconded by Councilor Ciotti.
Vote: 9/0.

14. COUNCIL CORRESPONDENCE

- A. City Council email from Carole Soule, dated March 24, 2016.
- B. City Council email from Bob Hall, dated March 24, 2016.
- C. City Council email from Bob Hall, dated April 6, 2016.
- D. City Council email from Carole Soule, dated April 12, 2016.
- E. City Council email from Alyson Genovese, dated April 12, 2016.
- F. City Council email from Margaret Fogarty, dated April 13, 2016.
- G. City Council email from Alisha Youch, dated April 13, 2016.
- H. City Council email from Tim Provencal, dated April 13, 2016.
- I. City Council email from Christy Thomas, dated April 13, 2016.
- J. City Council email from Debbie & Sean Fitzgerald, dated April 13, 2016.
- K. City Council email from Natalie Koellmer, dated April 13, 2016.

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

15. COUNCIL MATTERS OF INTEREST

Councilor Ciotti asked about the lights on Silver Street.

Deputy City Manager Steele said they will be evaluating the lights over the next few weeks.

Deputy Mayor Carrier said he attended the D.A.R.E. graduation, the Recreation Highlander Awards event, and Reds Road Race. He spoke about the Dover Main Street fundraiser, "Run before you Crawl, which earned \$26,000. He urged citizen's to apply to volunteer on a Board or Commission.

Councilor Thibodeaux spoke about her conversation with Mr. Irwin.

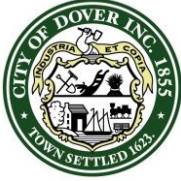
Councilor Nicoletta said he also attended the D.A.R.E. graduation. He thanked the citizens for coming out tonight.

Councilor Shanahan also thanked the citizens for coming to the meeting and speaking during the Public Hearing.

16. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor Thibodeaux.

Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2016.04.13 – 006**
Ordinance Title: **BUILDING WRECKING AND DEMOLITION**
Chapter: **71**
Sections: **1-3**

The City of Dover Ordains:

1. PURPOSE

The purpose of this Ordinance is to amend Chapter 71 entitled “Building Wrecking and Demolition” of the Code of the City of Dover as follows:

2. AMENDMENT

BUILDING WRECKING AND DEMOLITION

CHAPTER 71

71-1. Permit and Fees.

71-2. Removal of Debris.~~Rubble; Insurance Required.~~

71-3. Violations and Penalties.

[HISTORY: Adopted by the City Council of the City of Dover on 12-14-1977. *Section 71-3 added at time of adoption of Code; see Chapter 1, General Provisions, Article I (1983). Amendments noted where applicable.]

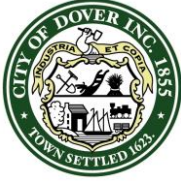
GENERAL REFERENCES - Building Code - See Chapter 68.

71-1. Permit and Fees.

~~A permit is required for the demolition of buildings and structures. Fees for demolition permits shall be established by the City Council and published in the Fee Schedule. The City of Dover shall be exempt from the payment of demolition permit fees. No permit shall be issued until all outstanding fees owed to the City of Dover by the applicant or property owner have been paid.~~

A permit from the City of Dover, Inspection Services shall be required prior to the demolition of any building(s) and/or structure(s) within the City of Dover. The permit application form shall be prepared by Inspection Services and fees for demolition permits shall be established by the City Council in the City’s Fee Schedule. In issuing a permit, Inspection Services may impose reasonable conditions for the safety of the general public, the public right-of-way, and/or adjacent property, including, but not limited to, time/day restrictions, the need for a traffic control plan, the presence of a police detail at the applicant’s expense, dust/debris

* Editor’s Note: Provisions of this Cchapter are derived from Chapter 48 of the former Code, adopted 12-14-77.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2016.04.13 – 006**
Ordinance Title: **BUILDING WRECKING AND DEMOLITION**
Chapter: **71**
Sections: **1-3**

mitigation requirements, and/or procurement of insurance coverage by the applicant. Unless an emergency as determined by the Building Official, no permit shall be issued until all outstanding fees owed to the City of Dover by the applicant or property owner have been paid. The City of Dover shall be exempt from the payment of demolition permit fees.

71-2. Removal of Debris.~~Rubble; Insurance Required.~~

Any person, firm or corporation issued a demolition permit shall clean the lot subject to demolition activities within thirty (30) days of demolition. The cleaning shall include clearing and appropriate disposal of all demolition debris, rubble and burning of waste material with the permission of the Fire Chief of the Fire and Rescue Department within thirty (30) days of the demolition. The permit holder shall procure insurance coverage determined by the Building Official to protect the abutters and the municipality. In issuing a demolition permit, Inspection Services may require a performance bond to ensure all debris is removed pursuant to this Section.

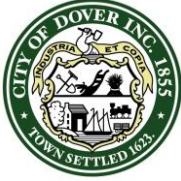
71-3. Violations and Penalties.[†]

Any person, firm or corporation violating any provisions of this Chapter, shall be fined not less than five hundred dollars (\$500.00) per offense; and each day of such violation or failure to comply shall constitute a separate offense, ~~upon conviction, be guilty of a violation and be subject to a fine.~~

[†]Editor's Note: Added at a time of adoption of Code; see Chapter 1, General Provisions, Article I.

3. TAKES EFFECT

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2016.04.13 – 006**
Ordinance Title: **BUILDING WRECKING AND DEMOLITION**
Chapter: **71**
Sections: **1-3**

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch Sponsored by: Councilor Dennis Ciotti
Finance Director

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

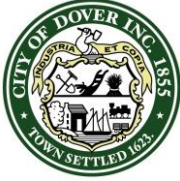
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT 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:

Chapter 71 is in need of updating to clarify the permit process for building demolition and conditions which may be imposed for the benefit of the community.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.04.13 – 047**

Resolution Re: Acceptance of the Action Plan and Expenditures for Fiscal Year 2017 CDBG Entitlement Funds

WHEREAS: The City of Dover will have available funds for appropriation from the 2017 CDBG Entitlement year, including program income; and

WHEREAS: The Planning Department is required by HUD to prepare, and the Governing Body adopt the "Action Plan" which is a needs assessment and detailed expenditure plan for the use of Community Development funds in meeting the needs of low and moderate income residents of Dover; and

WHEREAS: The Planning Board has reviewed proposed projects for said funds and has held a public hearing for the purpose of obtaining citizens' viewpoints, on the recommended expenditures; and

WHEREAS: Administration and the Planning Board have reviewed the proposals and derived a recommended expenditure plan; and

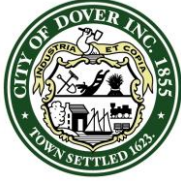
WHEREAS: The recommended disbursements of funds have been reviewed for compliance with HUD statutory requirements and for meeting national objectives; and

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

The Action Plan is adopted and the City Manager is authorized to enter into sub-recipient contracts as part of this Annual Plan for expenditure of Federal FY16 Community Development Block Grant funds.

Note: To be referred to public hearing and vote on April 27, 2016.

Financing		
Estimated Revenue		
Account	Description	Appropriation
2100.1.180.46311.3311.06311.17.000.000.R30	Federal Grant	\$268,665.00
2100.1.180.46311.3421.06311.17.000.000.R40	School Street Parking Income	\$3,240.00
2120.1.180.46323.3933.00000.00.000.000.R90	Housing Partnership Loan Income	\$5,171.00
2125.1.180.46525.3933.00000.00.000.000.R90	DELP Revolving Loan Income	\$79,852.00
TOTAL		\$356,928.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.04.13 – 047**

Resolution Re: Acceptance of the Action Plan and Expenditures for Fiscal
Year 2017 CDBG Entitlement Funds

Financing Appropriations

Account	Description	Appropriation
2100.1.180.46348.4835.06367.17.000.000.800	AIDS Response	\$7,900.00
2100.1.180.46348.4835.06333.17.000.000.800	Community Partners	\$7,500.00
2100.1.180.46348.4835.06377.17.000.000.800	Cross Roads House	\$9,500.00
2100.1.180.46348.4835.06360.17.000.000.800	Dover Welfare	\$7,565.00
2100.1.180.46348.4835.063xx.17.000.000.800	End 68 Hours of Hunger	\$3,000.00
2100.1.180.46348.4835.06361.17.000.000.800	HAVEN (A Safe Place)	\$3,000.00
2100.1.180.46348.4835.06380.17.000.000.800	Homeless Center for Strafford County	\$7,500.00
2100.1.180.46348.4835.06342.17.000.000.800	My Friend's Place	\$11,500.00
xxxx.x.xxx.xxxxx.xxxx.xxxxx.xx.xxx.xxx.xxx	CAP (New Office Space)	\$0
2100.1.180.46323.4835.06335.17.000.000.800	CAP (Weatherization)	\$25,000.00
xxxx.x.xxx.xxxxx.xxxx.xxxxx.xx.xxx.xxx.xxx	Dover Housing Authority	\$0
2100.1.180.46341.4835.06345.17.000.000.800	Triangle Club	\$48,162.00
2100.1.180.46341.4835.063xx.17.000.000.800	Annie E Woodman Institute	\$45,000.00
2100.1.180.46311.6311.xxxxx.17.000.000.800	CDBG Administration	\$71,386.00
2125.1.180.00000.1715.xxxxx.17.000.000.800	DELP Income returned to loan pool	\$79,852.00
2100.1.180.46525.6621.xxxxx.17.000.000.800	DELP Administration	\$30,063.00
xxxx.x.xxx.xxxxx.xxxx.xxxxx.xx.xxx.xxx.xxx	DELP Funding	\$0
xxxx.x.xxx.xxxxx.xxxx.xxxxx.xx.xxx.xxx.xxx	McConnell Center HVAC	\$54,149.47
2100.1.180.46341.4835.06388.12.000.000.800	Easter Seals (unexpended)	(\$2,961.00)
2100.1.180.46341.4835.01102.14.000.000.800	Senior Center ADA Door (unexpended)	(\$3,188.47)
2100.1.180.46341.4835.06343.16.000.000.800	Children's Center (unexpended)	(\$48,000)
TOTAL		\$356,928.00

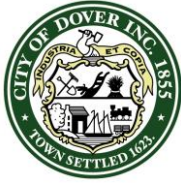
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

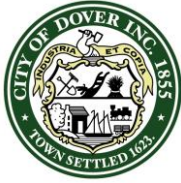
Resolution Number: **R – 2016.04.13 – 047**
Resolution Re: Acceptance of the Action Plan and Expenditures for Fiscal
Year 2017 CDBG Entitlement Funds

DOCUMENT HISTORY:

First Reading Date: 4/13/16	Public Hearing Date: 4/27/15
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 Robert Carrier, At Large		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.04.13 – 047**
Resolution Re: Acceptance of the Action Plan and Expenditures for Fiscal
Year 2017 CDBG Entitlement Funds

RESOLUTION BACKGROUND MATERIAL:

Attached is a brief synopsis of the Federal Fiscal Year 2016, Community Development Block Grant Program available funds, Goals and Objectives of the Community Development. Program and a description of the agencies, organizations and Planning Department's use of requested funds.

The City of Dover is an Entitlement Community, which means we receive funds directly from HUD, rather than applying through the State. To help determine how the CDBG funds should be allocated, the City developed a 5-year Consolidated Plan. The Plan was built with guidance from the community and serves as a road map for CDBG funding allocations. The Plan includes a ranking (low, medium, high) of the objectives listed in the Plan. Dover is entering year 2 of the Plan.

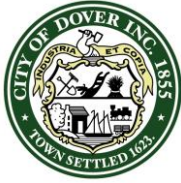
The Planning Board acts in a citizens' advisory capacity, in determining how the funds should be allocated after listening to all the requests submitted from local agencies. The agencies must use the funds to achieve one of HUD's 3 National Objectives: 1) Low income benefit, 2) Elimination of slums or blight, 3) Urgent need. The objectives of Dover's Consolidated Plan have been found by HUD to align with the National Objectives.

After the Planning Board recommends how the CDBG funds should be spent, the City Council holds a public hearing on the Action Plan (one year use of funds.) This provides citizens and those affected by the funding decision an opportunity to comment on the proposed expenditures before the Council votes on the Final Action Plan. Once approved by the Council, the Action Plan is forwarded to HUD for their review and approval.

Dover's FFY16 CDBG grant amount is \$268,665. This reflects an \$11,503 reduction from the FFY15 grant. As in previous years, the requests exceeded the available funds.

Under the Public Services category, Dover received eight applications for a total of \$98,708.00. Pursuant to a HUD required funding formula, this year's maximum funding amount allowed for this category is \$57,465.00. The Planning Board has recommended providing the maximum amount allowable and that the funds be disbursed among the eight applications.

Under the Public Facilities Category, Dover received five applications for a total of \$568,225.00. After accounting for the Public Services, Administrative and Economic Development categories, the Planning Board has recommended providing the remaining \$118,162.00 to three of the five applications received.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.04.13 – 047**

Resolution Re: Acceptance of the Action Plan and Expenditures for Fiscal
Year 2017 CDBG Entitlement Funds

CDBG PROGRAM DESCRIPTION

Applicant/Requested Funding Amount/Planning Board Recommended Funding Amount

Public Services

Aids Response Seacoast

Requested Funding: \$15,000

Planning Board Recommended Funding: \$7,900

Partially Support the salaries and benefits of Case Management Department staff consisting of a Program Manager, Medical Case Managers and a financial Administrator.

Community Partners

Requested Funding: \$8,208

Planning Board Recommended Funding: 7,500

Funding to provide security deposits and/or first month's rent to homeless individuals and families in Dover with mental illness or a developmental disability.

Cross Roads House

Requested Funding: \$12,000

Planning Board Recommended Funding: \$9,500

Funding to support direct care staff payroll and taxes.

Dover Welfare

Requested Funding: \$8,000

Planning Board Recommended Funding: \$7,565

Funding to help residents of Dover pay for a security deposit to move into affordable housing.

End 68 Hours of Hunger

Requested Funding: \$25,000

Planning Board Recommended Funding: \$3,000

Funding to be used for the purchase of food for Dover Children.

HAVEN (A Safe Place)

Requested Funding: \$5,000

Planning Board Recommended Funding: \$3,000

Funding to assist in providing domestic and sexual violence client services programming to residents of Dover.

Homeless Center for Strafford County

Requested Funding: \$10,500

Planning Board Recommended Funding: \$7,500

Funding to help support the overall operations of the program.

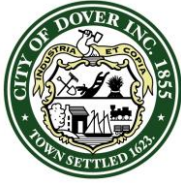
My Friend's Place

Requested Funding: \$15,000

Planning Board Recommended Funding: \$11,500

Funds will be used for operating costs such as heat, hot water, water, electricity household supplies and overnight staffing.

Public Facilities



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.04.13 – 047**

Resolution Re: Acceptance of the Action Plan and Expenditures for Fiscal
Year 2017 CDBG Entitlement Funds

Community Action Partnership of Strafford County

Requested Funding: \$85,000

Planning Board Recommended Funding: \$0

Funding will be used for architect and acquisition cost related to the purchase of an 11,000 square foot commercial space which will house all emergency and housing services, Head Start, early Head Start and administration for the agency.

Community Action Partnership of Strafford County

Requested Funding: \$25,000

Planning Board Recommended Funding: \$25,000

Funding for program to help low-income homeowners and renters who meet income guidelines to improve energy efficiency and reduce energy expenses.

Dover Housing Authority

Requested Funding: \$200,000

Planning Board Recommended Funding: \$0

Funding for labor, materials and supplies for a new interconnected system of smoke alarms and carbon monoxide devices for property owned by the Housing Authority.

Triangle Club

Requested Funding: \$195,000

Planning Board Recommended Funding: \$48,162

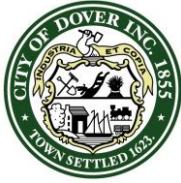
Funding to build an addition that will expand the second floor of the existing facility.

Annie E Woodman Institute

Requested Funding: \$63,225

Planning Board Recommended Funding: \$45,000

Funding will be used to remove barriers to accessibility to the first floors of the four buildings on the Museum grounds.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.04.13 – 047**

Resolution Re: Acceptance of the Action Plan and Expenditures for Fiscal
Year 2017 CDBG Entitlement Funds

REALLOCATION OF FUNDS

In addition to the Planning Board funding recommendations, staff recommends that the City Council reallocate certain prior and current year CDBG funds.

City of Dover – McConnell Center

Funds to be Reallocated: \$54,149.47

The City previously allocated funds for three separate projects within the McConnell Center. Two of the projects, Easter Seals and Senior Center ADA Door, are completed and have fund balances of \$2,961.00 and \$3,188.47 respectively. The third project is the Children's Center HVAC project at the McConnell Center that was approved for the current fiscal year at \$48,000. Staff is recommending that the three fund amounts be combined for the needed HVAC related work at the Children's Center space within the McConnell Center. The City will administer both the funds and the project.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CONSOLIDATED PLAN GOAL STATEMENT

The City of Dover has articulated a goal of creating a dynamic urban environment with an outstanding quality of life, which includes a diversity of housing and employment opportunities including those of low and very low income. In addition, Dover will through improve and/or expand public facilities and services.

Specific objectives:

1. To provide increased employment opportunities for low and very low income persons.
2. To provide increased opportunities to residents of the City who require education, health, recreation, housing and related human services.
3. To weatherize and improve energy efficiency of the housing stock of the City, especially for persons of low and very low income.
4. To plan and construct public improvements in areas populated by or used predominately by low and very low income persons.
5. Removal of architectural barriers to allow increased handicapped accessibility.



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: Greater Dover Chamber of Commerce

Federal Tax ID number for Organization: 02-0127246

Check (☒) Nature of Organization:

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

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

Address: 550 Central Avenue Email: ryan@dovernham.org

Purpose of Permit: Raffle for 15th Annual Sweepstakes and Auction

Date of Event: 5/6/16 Specific Time: 6pm-10pm

Location of Event: Wentworth Douglass Hospital Garrison Wing

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

Prize (s) To Be Awarded: Silent/ Live Auction packages donated by local businesses

Cost of Ticket: \$100

Date of Drawing: 5/6/16

Place of Drawing: Wentworth Douglass Hospital Garrison Wing

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

<http://www.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: Ryan Queenan

DATE: 4/11/16

(duly authorized)

PRINTED NAME: Ryan Queenan

Licensing Board Approval ATC

Date: 4/11/16



**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: CUSTOMER RETENTION GROUP, LLC DBA "Proper Management & Realty"
Federal Tax ID number for Organization: 02-0581410

Check(☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other ☒

Name/Description of Event (if applicable): Proper one mile Road Race

Contact Person: Anthony Sillitto Day Time Telephone: 603-557-0537

Address: 39 Glenwood Ave Dover NH Email: ASillitto@gmail.com

Date of Event: 9/17/16 Specific Time: 9AM

Location of Event (if parade, attach course description or map): Washington Street, Henry Law Ave, & River 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: 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: _____ DATE: 4/3/16

PRINTED NAME: Anthony Sillitto (duly authorized)

Licensing Board Approval [Signature] Date: 4/12/16



DOVER POLICE DEPARTMENT

Dover, New Hampshire

Memorandum

TO: Chief Anthony F. Colarusso, Jr.

FROM: Sgt. Marn Speidel, Traffic Bureau

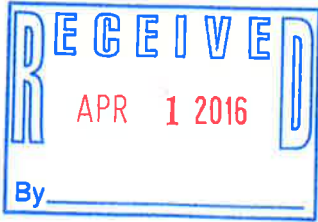
RE: Proposed One Mile Road Race (Customer Retention Group LLC)

DATE: April 11, 2016

I have corresponded with the applicant for a proposed one mile road race to be held on September 17, 2016 at 9 AM in the area of Henry Law Park and the Washington Street Mill.

A sketch of the course is attached. It will involve brief closures of Henry Law Avenue, River Street, and lower Washington Street. One lane of Washington Street between Henry Law and Main will be closed, and the other will remain open to traffic.

Per my correspondence with the applicant, the police department will assign two officers to this event to perform traffic control at key locations and to set out cones, signs and barricades to accommodate the event. The applicant will reimburse the City for the cost of these extra duty officers. The applicant will provide several other course marshals for the route and will provide the City with a certificate of insurance prior to the event.



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

PARADE** ☒, ROAD TOLL*** ☐

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

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

Check (✓) Nature of Organization:

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

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

Contact Person: Samantha Pellerin Day Time Telephone: (603) 516-2571

Address: 23 members way Dover, NH Email: spellerin@goodwinch.org

Date of Event: Sunday, June 19th Specific Time: 9:00 am start

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

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

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

Police Department Parade Route Approval Signature: Speidel, Marn

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.

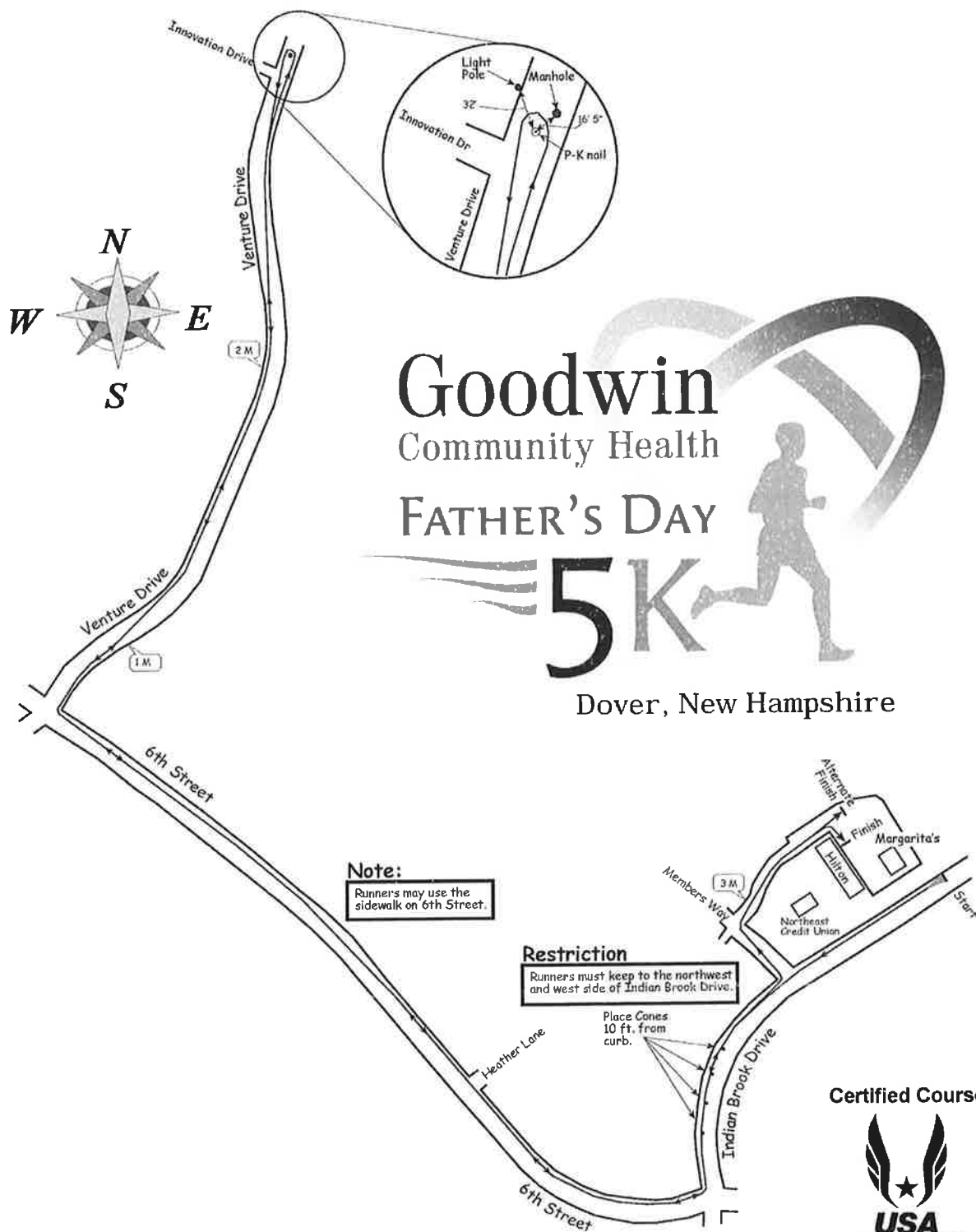
SIGNATURE OF APPLICANT: Samantha Pellerin DATE: 3/29/16

(duly authorized)

PRINTED NAME: Samantha Pellerin

Licensing Board Approval QA Date: 4/14/16

1/2015



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



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: Dover Baseball

Federal Tax ID number for Organization: 02-0460148

Check (☒) Nature of Organization:

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

Contact Person: Michelle Dulac Day Time Telephone: 603-767-6289

Address: 9 Evans Lane Dover Email: mommydulac@gmail.com

Purpose of Permit: Tagging

Date of Event: 5/03/17 Specific Time: All Day 9-9

Location of Event: City Business

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

Prize (s) To Be Awarded: _____

Cost of Ticket: 1 Date of Drawing: 1

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 be expedited. Information on these requirements may be found at

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

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

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

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

Police Department Block Party Approval Signature: _____

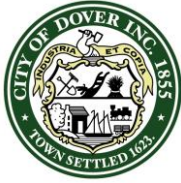
Printed Name: _____

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

SIGNATURE OF APPLICANT: Michelle Dulac DATE: 4/1/16

PRINTED NAME: Michelle A. Dulac (duly authorized)

Licensing Board Approval: AFC Date: 4/6/16



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2016.04.27 – 049**
Resolution Re: **Graphic Art Funds**

WHEREAS: The City of Dover has opened a new municipal parking garage in the heart of downtown Dover; and

WHEREAS: The Arts Commission has requested that the City fund the graphic art design for a public art project in the parking garage to enhance the space by adding color and interest to the structure with large mosaic tiles that feature iconic Dover landmarks on each of the five floors of the garage.

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

The City Manager is directed to locate funds for this project in the amount of \$1,875.00.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch Sponsored by: Councilor Dennis Shanahan
Finance Director By request

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

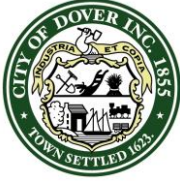
Recorded by: Karen Lavertu
City Clerk

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 Nicoletta, 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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

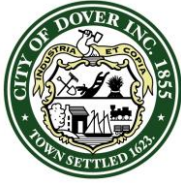
Agenda Item#: 13.A.5.

Resolution Number: **R – 2016.04.27 – 049**
Resolution Re: **Graphic Art Funds**

RESOLUTION BACKGROUND MATERIAL:

The Arts Commission is looking for the City to approve \$1,875.00 for the design of five icons, plus a directory main floor sign, for a total of six signs, for the Parking Garage. This is the next step in the plan outlined by the Dover Arts Commission and approved by the Parking Commission. These signs will assign a name to each floor that corresponds with the color that each elevator lobby was already painted. These are designed as way finding signs, giving people several ways to remember what floor they were on, by a name, color or number. As well as adding design and color to the parking garage, it gives the garage a theme and reflects the history of Dover. These icons will be the property of the City of Dover and can be used in other places throughout the City, for a consistent look for signs, banners, special events, etc.

At their March 22, 2016 meeting, the Parking Commission voted to support this expenditure up to \$2,000.00 and recommended that the funds come from any excess monies available from the construction of the garage.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2016.04.27 – 050**
Resolution Re: **B12049 Additional Scope of Services Silver St.
Engineering Services**

WHEREAS: Sealed bids # B12049 were requested and received for a Silver St. Reconstruction Consulting Services on March 15, 2012 at 2:00 PM EST.; and

WHEREAS: A pre-bid meeting was held on February 23, 2012 with 23 vendors attending. Eight proposals were received and evaluated. A short list of the three top candidates and interviews were conducted on April 22, 2012. The recommendation of the evaluating committee was award to Underwood Engineers of Portsmouth NH in the total amount of \$310,500 which was approved by council May 2012; and

WHEREAS: Amendment #1 added services for Court St / Central Ave realignment, Side St realignment and Silver St Extension water improvements in the total amount of \$34,500 and Amendment #2 added \$8,000 for lighting which was approved by council November 2012. Amendment #3 is for the construction oversight phase in the amount of \$490,500; and

WHEREAS: The city received Amendment #4 from Underwood Engineers Inc for the Lighting, Landscaping and Survey construction phase in the amount of \$39,965.00 It is the recommendation to award to Underwood Engineers as listed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The purchasing agent is hereby authorized to issue a change order to Underwood Engineers of Portsmouth NH for lighting, landscaping and surveying construction phase, given the rates provided March 14, 2016 in the amount of \$39,965. The City Manager, or designee, is hereby authorized to contract 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
4015.1.300.43121.4751.03175.15	Streets: Silver St Reconstruction	1,956,293.00	40,103.00

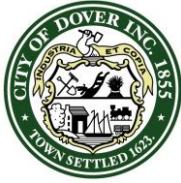
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

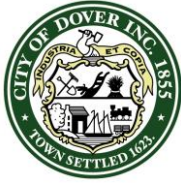
Resolution Number: **R - 2016.04.27 – 050**
Resolution Re: **B12049 Additional Scope of Services Silver St.
Engineering Services**

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.6.

Resolution Number: **R - 2016.04.27 – 050**
Resolution Re: **B12049 Additional Scope of Services Silver St.
Engineering Services**

RESOLUTION BACKGROUND MATERIAL:

The City requested proposals via sealed Bid B12049 for consulting services for the reconstruction of approximately 4,000 feet of Silver Street from Central Avenue to Exit 8. Underwood Engineers was the consultant awarded and has provided engineering services for the design, specifications, and bid clarifications for this project. The consultant has also provided surveying, design concepts, preliminary plans, final plans, specifications and estimating services for roadway reconstruction and utility improvements involving curbing, sidewalks, roadway, water main replacement, drainage, guardrail, landscaping, intersection/signal and any retaining wall improvements.

Underwood Engineers is currently offering Lighting, Landscaping and Survey construction phase services in the amount of **\$39,965.00**, as follows:

Amendment #4 Additional scope of work will consist of

	UE Labor	Sub Costs	Total
Task 15 Vertical Control benchmarks	\$1,000	\$5,915	\$6,915
Task 16 Additional landscaping features	\$3,500	\$4,000	\$7,500
Task 17 Stormwater Literature & O&M	\$2,000	\$2,050	\$4,050
Task 18 Information Signage	\$5,000	\$16,500	\$21,500

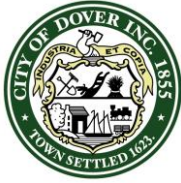
Award Information:

Purchase order revision will be issued to Underwood Engineers to authorize expenditure as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	154	Number of Responses:	8
Warranty:	na	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	Fund:	CIP
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

[B12049 Vendor Solicitation List and Results](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2016.04.27 – 051**
Resolution Re: B14064 Self Contained Breathing Apparatus Additional Units

- WHEREAS: The sealed request for bid B14064 was issued and received for self contained breathing apparatus (SCBA) equipment replacement on June 11, 2014 at 11:00am; and
- WHEREAS: Two replies were received and evaluated with low bid meeting specification being received from Fire Tech & Safety of New England Inc for Scott Air Packs and accessories.; and
- WHEREAS: The City awarded to Fire Tech & Safety of NE Inc. in the amount of \$265,742. Fire and Rescue is in need of additional units and has received a quote from this vendor at the same unit rates as bid with the exception of the delivery, setup and testing being an additional \$52. This is due to a smaller quantity being ordered this time. Total cost in the amount of \$27,876 thereby requiring council approval.

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

The Purchasing Agent is hereby authorized to issue a purchase order to Fire Tech & Safety of NE Inc for self-contained breathing apparatus equipment at rates provided in conjunction with B14064. The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
4015.1.220.42220.4741.02255.15	Self Contained Breathing Apparatus	24,035.82	24,035.82
1000.1.220.42220.4741.00000.00	F&R Machinery & Equipment	72,500.00	14,453.00

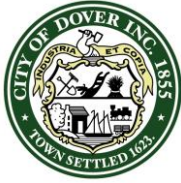
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

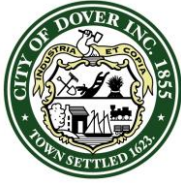
Resolution Number: **R – 2016.04.27 – 051**
Resolution Re: B14064 Self Contained Breathing Apparatus Additional Units

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.7.

Resolution Number: **R – 2016.04.27 – 051**
Resolution Re: B14064 Self Contained Breathing Apparatus Additional Units

RESOLUTION BACKGROUND MATERIAL:

The Self Contained Breathing Apparatus (SCBA) is the breathing equipment that firefighters wear on their backs, which supplies their breathing air during firefighting operations, hazardous material incidents and hazardous atmospheres. The breathing equipment is the most important life safety equipment a firefighter can have. This equipment is used daily and is essential to emergency operations. The expected life of the units is 10 years.

Bid Information:

Sealed bid B14064 was issued and received June 11, 2014 and awarded via council approval. Quote for six more units was received 4/6/16. Per unit cost \$4646.00 for total of \$27,876

Scott “air Pak 75” air packs w/PAK Alert included \$4378
Hard Molded Carrying Case \$216
Delivery, setup and testing \$54

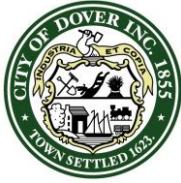
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	117	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Not with the City but with the State of NH
Prices will hold for:	Until shipped	Estimated Delivery:	3 weeks
Recommended Award to:	Fire Tech & Safety of NE Inc	Fund:	CIP
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

[B14064 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2016.04.27 – 052**

Resolution Re: **B16026 Design Services Community Trail Expansion**

- WHEREAS: The sealed Request for Qualifications B16026 was solicited for the design services for the Community Trail Expansion and replies were received on January 28, 2016 @ 1:00pm; and
- WHEREAS: Five qualification packets were received and evaluated and a short list of three firms was selected for interviews on February 8, 2016. The evaluating team selected team of CLD as the firm best qualified for this project; and
- WHEREAS: A proposal was negotiated with the scope of services and cost in the amount of \$68,853.00.

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

The purchasing agent is hereby authorized to issue a Purchase order CLD Engineering for engineering services in the amount not to exceed \$71,659.00. 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
4007.1.180.43122.4715.03370.07	Multi Use Trail	4,844.36	4,844.36
4008.1.180.43122.4715.03370.08	Multi Use Trail	25,782.70	25,782.70
4011.1.180.43122.4715.03370.11	Multi Use Trail	60,000.00	60,000.00

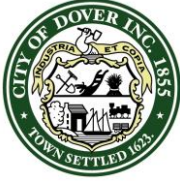
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

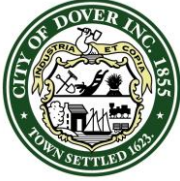
Resolution Number: **R - 2016.04.27 – 052**
Resolution Re: **B16026 Design Services Community Trail Expansion**

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.8.

Resolution Number: **R - 2016.04.27 – 052**

Resolution Re: **B16026 Design Services Community Trail Expansion**

RESOLUTION BACKGROUND MATERIAL:

The City has received a Transportation Alternative Project (TAP) grant from New Hampshire Department of Transportation (NHDOT). This expansion project is Phase III of the Community Trail. The trail follows the ROW of the former Newington and Dover railroad line and is utilized by many users as the modal means of avoiding vehicular routes.

The phase is in two segments. Segment 1 is the construction at the Fourth Street Bridge adjacent to the Down East Energy property to get multi-purpose trail users up/down a fairly steep slope. Segment 2 is the construction of required railings, signage, and clearing in the rail bed between the Fisher Street to Central Ave/Route 108 Section of the Community trail.

This trail is both recreational in nature, as well as a clear alternative mode of transportation for users. Additionally, the completion of the trail will provide alternative access routes for low to moderate income residents to follow to reach mass transit options (Wildcat Transit, COAST, the Downeaster) at the Dover Transportation Center. Lastly, the completion of the trail will bring closure to this important civic project, which since 2001 has seen local Conservation, LCHIP, and TE monies, as well as volunteer hours and donations.

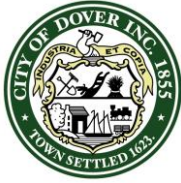
The current portions of the Dover Community Trail traverses former railroad bed, 12 feet wide. The proposed continuation of the project would connect two portions of the trail, which are gaps. The first gap is two thousand eighty-five feet (2,085') between Central Avenue and Fisher Street. Work identified on this portion has been designed and partially engineered. During the design process, a wetlands crossing was identified and discussions with NHDES confirmed permitting needs and ways to minimize impact on a small drainage brook area created by the former railroad.

The other portion of the grant work would create a trail head at the top of a sloped area on private land. Once in place, the trail head and a stair/ramp system, similar to one previously used on the completed portion of the trail, would be installed to improve access along the trail down a sloped area. This slope area would require permitting and review as it is within twenty-five feet (25') of the Cochecho River. Additionally, this portion of the trail currently has some drainage way crossings, which may be improved, and would need environmental review.

The City negotiated the proposal from CLD and has submitted to NHDOT for approval as follows

Feasibility Study Phase	\$23,270
Preliminary Design	\$7,634
Right of Way Easement Coordination	\$11,412
Final Design	\$5,504
Permitting	\$3,969
Advertising and Bidding Service	\$2,609
Sub Consultants	\$14,455
Total	\$68,853

Construction Phase oversight costs not included in this phase



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2016.04.27 – 052**

Resolution Re: **B16026 Design Services Community Trail Expansion**

Bid Information:

The sealed Request for Qualifications B16026 was solicited for the design services for the Community Trail Expansion and replies were received on January 28, 2016 @ 1:00pm

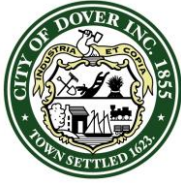
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	453	Number of Responses:	5
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	CLD Engineering	Fund:	Trail
Other Approvals Required:	Yes NHDOT	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

[B16026 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2016.04.27 – 053**
Resolution Re: **B16036 Asphalt Trench Patching Services**

- WHEREAS: The sealed request for bid #B16036 was requested and received for asphalt trench patching services on April 5, 2016 at 11:30 AM EST.; and
- WHEREAS: Eight (8) different types of construction-related applications were identified for which these trench patching service might be utilized in the upcoming construction season; and
- WHEREAS: Five vendors replied with varying rates per application. Two vendors were awarded this service last year as a result of the amount of work and type of equipment needed for specific projects. One vendor is Tri-State Sealing & Paving, Inc of Dover who the City has used since June 2005 with great success. The other vendor is Shoem Roadway of So. Berwick, ME who the City has used for the first time last year for trench patching; and
- WHEREAS: The evaluating team recommends awarding to Shoem Roadway and to Tri-State Sealing & Paving at pricing offered. The city also recommends awarding Pavement Maintenance Systems for infrared as needed at pricing offered in conjunction with bid B16036.

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 Shoem Roadway, Tri-State Sealing and Paving and Pavement Maintenance Services for asphalt trench patching services, as needed, given the rates provided in conjunction with Bid B16036 dated April 5, 2016. The City Manager, or designee, is hereby authorized to contract 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
xxxx.1.300.43121.4715.xxxxx.xx	Streets Various Land Improv	2,847,204	1,391,975

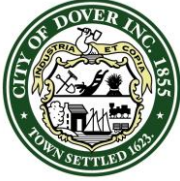
AUTHORIZATION

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.

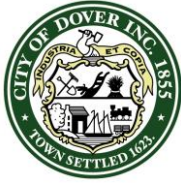
Resolution Number: **R – 2016.04.27 – 053**
Resolution Re: **B16036 Asphalt Trench Patching Services**

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 – 2016.04.27 – 053**

Resolution Re: **B16036 Asphalt Trench Patching Services**

RESOLUTION BACKGROUND MATERIAL:

Eight (8) different types of construction-related applications were identified for which trench patching services might be utilized in the upcoming construction season

1. Per hour via hand PAVE application
2. Per hour via Hand PREP & Hand PAVE application
3. Per hour via Machine PREP & Hand PAVE application
4. Per hour via Machine PREP & Machine PAVE application
5. Per hour via Machine PAVE application
6. Per foot Saw Cutting of trench in preparation for paving
7. Per LF Placement of Asphalt Curb
8. Per Sq Ft. Infrared Paving

Award Information:

It is the recommendation to award to both Shoem Roadway and Tri-State Sealing and Paving Inc, for as needed trench patching services as submitted for a 4-5 man crews with various types of equipment and varying rates. In addition, should the need arise for Infrared paving the recommendation is to award to Pavement Maintenance Services.

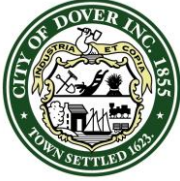
Bid Information:

Sealed bids # B16036 were received for Asphalt Trench Patching Services on April 5, 2016 at 11:00 AM EST

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	41	Number of Responses:	5
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	yes
Prices will hold for:	2016 construction season	Estimated Delivery:	As needed
Recommended Award to:	Shoem Roadway, Tri-State Sealing and Pavement Maintenance Services	Fund:	CIP Streets
Other Approvals Required:	No	References Checked:	Yes
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B16036 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R - 2016.04.27 – 054**

Resolution Re: **B16037 Award of Bid Traffic Control/Flagging Services**

WHEREAS: The sealed request for bid #B16037 was requested and received for traffic control/flagging services on April 7, 2016 at 11:00 AM EST; and

WHEREAS: Four replies were received with rates to hold for one year. Low bid meeting specifications was submitted by White Mountain Traffic Control of Concord, NH with hourly rates depending upon when the services are rendered; and

WHEREAS: Depending on the magnitude of the City's construction work schedule, there is often a need for a secondary vendor to provide back up traffic control services. For this, American Flagging & Traffic Control of Hudson, NH is the second low bidder. It is the recommendation to award this service to both vendors on an as needed basis.

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

The purchasing agent is hereby authorized to issue Purchase orders to White Mountain Traffic Control as primary vendor and American Flagging and Traffic Control Inc as back up vendor "as needed" given the rates provided in conjunction with bid B16037 and dated 4/7/2016. The City Manager, or designee, is hereby authorized to contract 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
xxxx.1.300.43121.4715.xxxxx.xx	Various CS Streets Land Improv	2,847,204.00	1,391,975.00

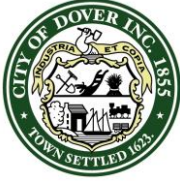
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R - 2016.04.27 – 054**

Resolution Re: **B16037 Award of Bid Traffic Control/Flagging Services**

DOCUMENT HISTORY:

First Reading Date:

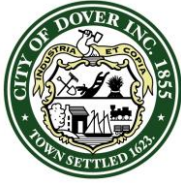
Public Hearing Date:

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 - 2016.04.27 – 054**

Resolution Re: **B16037 Award of Bid Traffic Control/Flagging Services**

RESOLUTION BACKGROUND MATERIAL:

The low bids, meeting specifications, were submitted in varying amounts for different hourly rates by five companies.

Depending upon the specific need at a certain time and availability of the vendor, the City will utilize White Mountain Traffic Control as the primary vendor and American Traffic Control as back up vendor. It is possible that the 2016 season will exceed \$25,000 threshold, therefore requiring city council approval.

Bid Information:

Sealed bids # B16037 were requested and received for Traffic Control Flagging Services on April 1, 2015 at 11:00 AM EST.

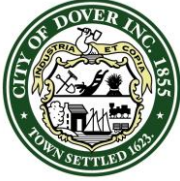
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	24	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2015 construction season	Estimated Delivery:	As needed
Recommended Award to:	White Mountain Traffic Control and American Flagging and Traffic Control Inc	Fund:	Various CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Purchase may exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B16037 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R - 2016.04.27 – 055**

Resolution Re: **B16040 Award of Bid Sewer Drain Supplies**

WHEREAS: Sealed request for bid # B16040 was requested and received for Sewer Drain Supplies on April 4, 2016 at 11:00 AM EST.; and

WHEREAS: Rates will hold for one year unless noted by responding vendor and vendors providing low bid on the supply will be utilized, as needed, depending upon their different types of products. There are some items that must stay together such as Frames and Covers and these will both be awarded to one vendor; and

WHEREAS: The bids meeting specifications were submitted for 196 different types of products with varying rates from three vendors.

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

The purchasing agent is hereby authorized to issue purchase orders to various vendors identified in the back ground section, as needed, for various sewer drain supplies given the rates provided in conjunction with B16040. The City Manager, or designee, is hereby authorized to contract 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
xxxx.1.300.xxxxx.4652.xxxxx	CS Maintenance Supplies Imp. o/t Bldg FY16	341,392.00	98,394.00
xxxx.1.300.xxxxx.4652.xxxxx	CS Maintenance Supplies Imp. o/t Bldg FY17	330,450.00	anticipated

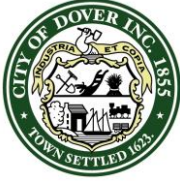
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R - 2016.04.27 – 055**

Resolution Re: **B16040 Award of Bid Sewer Drain Supplies**

DOCUMENT HISTORY:

First Reading Date:

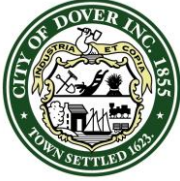
Public Hearing Date:

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 - 2016.04.27 – 055**

Resolution Re: **B16040 Award of Bid Sewer Drain Supplies**

RESOLUTION BACKGROUND MATERIAL:

The sealed bid B15039 bids were requested and received for Sewer Drain Supplies on April 4, 2016 at 11:00 AM EST. The following vendors submitted pricing in varying amounts for 196 different products:

Vellano Brothers, Raymond NH

EJ Prescott, Concord NH

HD Supply, Manchester NH

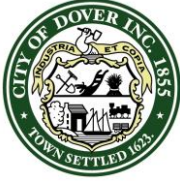
Award Information:

Purchase Orders will be issued to various vendors at lowest rates submitted on Bid #B16040 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	152	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	April 30, 2017	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

[B16040 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.12.

Resolution Number: **R - 2016.04-27 – 056**
Resolution Re: **B16041 Award of Bid Water Drain Supplies**

WHEREAS: The sealed request for bid # B16041 was requested and received for Water Drain Supplies on April 4, 2016 at 11:30 AM EST.; and

WHEREAS: Rates will hold for one year unless noted by the vendor and vendors providing low bid on the item will be utilized, as needed, depending upon their different types of product; and

WHEREAS: The bids meeting specifications were submitted for 678 different types of products with varying rates from six vendors.

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

The purchasing agent is hereby authorized to issue Purchase Orders to various vendors identified in back ground section, as needed, for water drain supplies given the rates provided in conjunction with B16041. The City Manager, or designee, is hereby authorized to contract 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
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY16	341,392.00	98,394.00
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY17	330,450.00	anticipated

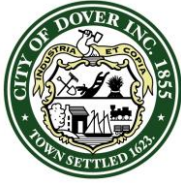
AUTHORIZATION

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.12.

Resolution Number: **R - 2016.04-27 – 056**

Resolution Re: **B16041 Award of Bid Water Drain Supplies**

DOCUMENT HISTORY:

First Reading Date:

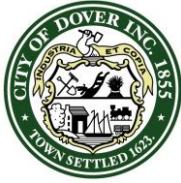
Public Hearing Date:

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.12.

Resolution Number: **R - 2016.04-27 – 056**
Resolution Re: **B16041 Award of Bid Water Drain Supplies**

RESOLUTION BACKGROUND MATERIAL:

Sealed bids # B15040 were requested and received for Water Drain Supplies on March 25, 2015 at 11:30 AM EST. Bids were submitted in varying amounts for 678 different products by the following vendors:

Ti-Sales, Sudbury MA
Vellano Brothers, Raymond NH
HD Supply, Dedham MA

EJ Prescott, Concord NH
John Hoadley & Sons, Rockland MA
Stiles Company Inc Norwood Ma

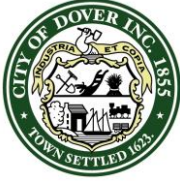
Award Information:

Purchase Orders will be issued as needed to various vendors' at lowest rates submitted on Bid #B16041 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	152	Number of Responses:	6
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	April 30, 2017	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

[B16041 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.13.

Resolution Number: **R - 2016.04.26 – 057**

Resolution Re: **B16042 Award of bid Precast Concrete Structures**

WHEREAS: Sealed bids # B16042 were requested and received for various precast concrete structures on April 6, 2016 at 11:00 AM EST.; and

WHEREAS: Rates will hold for one year and vendors providing low bid on the item will be utilized, as needed, depending upon their different types of product. The City has existing inventory of 4' ID manhole and catch basins that not all vendors can align the shiplap with. In situations such as these, the department will utilize the vendor that offers the matching product; and

WHEREAS: The bids meeting specifications were submitted for several different types of products with varying rates from four vendors 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 Purchase Orders to various vendors identified in back ground section, for various precast concrete structures, as needed, given the rates provided April 6, 2016 in conjunction with B16042. The City Manager, or designee, is hereby authorized to contract 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
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY16	341,392.00	98,394.00
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY17	330,450.00	Anticipated

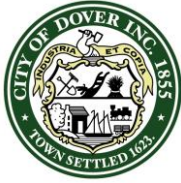
AUTHORIZATION

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.13.

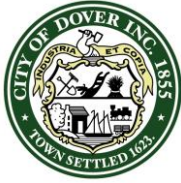
Resolution Number: **R - 2016.04.26 – 057**
Resolution Re: **B16042 Award of bid Precast Concrete Structures**

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.13.

Resolution Number: **R - 2016.04.26 – 057**
Resolution Re: **B16042 Award of bid Precast Concrete Structures**

RESOLUTION BACKGROUND MATERIAL:

Sealed bids # B16042 were requested and received for Precast Concrete Structures on April 6, 2016 at 11:00 AM EST. Bids were submitted in varying amounts for several different products from the following vendors:

Phoenix Precast, Concord NH
R. Pepin Precast, Sanford ME

George R Roberts Alfred, ME
Shea Concrete Precast, Nottingham NH

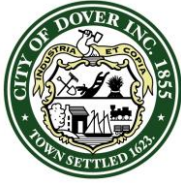
Award Information:

Purchase Orders will be issued as needed to various vendors' at lowest rates submitted on Bid #B16042 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	112	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	no
Prices will hold for:	1 yr	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Maint Supplies
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

[B16042 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.04.27 – 058**
Resolution Re: **Acquisition of Permanent and Temporary Utility Easements. Spaulding Turnpike**

WHEREAS: The property owners of 8 Pineview Drive, Assessor's Map L0048-M; 11 Pineview Drive, Assessor's Map L0048-N; 17 Pearson Drive, Assessor's Map L0048-A; 18 Pearson Drive, Assessor's Map L0046-M; 281 Dover Point Road, Assessor's Map L0047; and 283 Dover Point Road, Assessor's Map L0046-K for consideration to be paid, will grant and convey Permanent and Temporary Utility Easements to the City of Dover; and

WHEREAS: Said Permanent Utility Easements grant an uninterrupted and unobstructed right-of-entry under, across and over said land to construct a new water line and sewer main line pipe in a north/south direction on the properties within a 30 foot wide Permanent Easement Area abutting the State's Spaulding Turnpike right-of-way; and

WHEREAS: The Temporary Utility Easements are for the purpose of the installation of water and sewer lines in accordance with the standard practice of highway construction and temporary installation of utilities as needed to facilitate construction and shall expire on January 1, 2020 or one year after completion of the installation/construction of the pipes, lines and appurtenances in the Permanent Easement Areas, and the recording of the Permanent Easements, whichever occurs first; and

WHEREAS: The need for these easements and the relocation of the City's water and sewer lines is due to the State's ongoing work on the Spaulding Turnpike and its planned construction of a sound wall barrier along the eastern edge of the Spaulding Turnpike in or around the vicinity of the Exit 6 tollbooth.

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

The City Manager is authorized to prepare, sign, accept and/or enter into Permanent and Temporary Easement Deeds and/or Memorandums of Agreement with the property owners set forth above and to record said Easements in the Strafford County Registry of Deeds and is authorized to spend up to \$40,000.00 to acquire these easements.

Financing

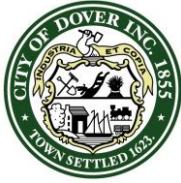
Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04555.15.000.000.700	Sewer Main Spaulding Turnpike	\$1,401,233	\$1,307,378

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		

Document Created by: Legal
Document Posted on: April 21, 2016

**R 2016.04.27 Acquisition of Permanent and
Temporary Utility Easements. Spaulding Turnpike**
Page 1 of 2



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.04.27 – 058**
Resolution Re: **Acquisition of Permanent and Temporary Utility Easements. Spaulding Turnpike**

DOCUMENT HISTORY:

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

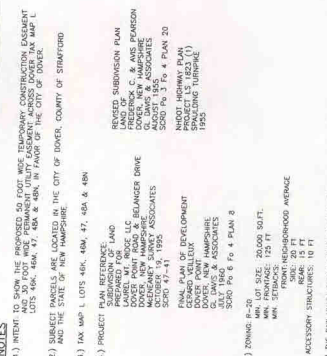
DOCUMENT ACTIONS:

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, 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.		

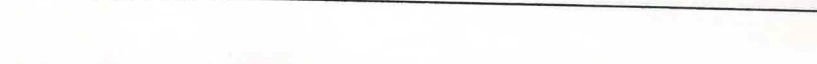
RESOLUTION BACKGROUND MATERIAL:

The City must relocate its water and sewer lines in the vicinity of the Exit 6 tollbooth on the Spaulding Turnpike due to the State's ongoing work on the Spaulding Turnpike and its intention to install a sound wall on the eastern side of the turnpike. See attached Easement Plan.

PROPOSED EASEMENTS PLAN



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April 7, 2016

Dover City Council
City of Dover
288 Central Avenue
Dover, NH 03820

Re: Comcast Digital Preferred and Digital Premier Services

Dear Members of the Council:

I'm writing to make you aware of some upcoming changes to our Digital Preferred and Digital Premier XFINITY TV services and the launch of new related packages. The changes being made will help make the bill easier to read and understand for our customers. It is important to note that these changes will not impact the actual services being received by the customer or the price they currently pay.

On April 28, 2016, we will rename the following XFINITY TV Services:

- Digital Preferred will be renamed Digital Preferred Tier;
- Digital Preferred plus One Premium will be renamed Digital Preferred Tier plus One Premium;
- Digital Preferred with HBO will be renamed Digital Preferred Tier with HBO;
- Digital Preferred with Two Premiums will be renamed Digital Preferred Tier with Two Premiums;
- Digital Preferred with HBO and One Premium will be renamed Digital Preferred Tier with HBO and One Premium; and
- Digital Premier will be renamed Digital Premier Tier.

In addition, on April 28, 2016, we will launch the following new packages:

- Digital Preferred package will include Digital Starter and the Digital Preferred Tier at \$87.90/mo.
- Digital Preferred plus One Premium package will include Digital Preferred and choice of Showtime, Starz, Cinemax or TMC at \$99.90/mo.
- Digital Preferred with HBO package will include Digital Preferred and HBO at \$102.90/mo.
- Digital Preferred plus Two Premiums package will include Digital Preferred and choice of two premium channels of Showtime, Starz, Cinemax, or TMC at \$111.90/mo.
- Digital Preferred with HBO and One Premium package will include Digital Preferred, HBO and choice of Showtime, Starz, Cinemax or TMC at \$114.90/mo.
- Digital Premier package will include Digital Preferred, HBO, Showtime, Starz, Cinemax, and TMC at \$134.90/mo.

These new packages will allow customers currently subscribing to both Digital Starter and one of our Digital Preferred or Digital Premier packages to combine these two services on the bill rather than being charged as two separate line items. The price would remain the same, but would be combined in the one line item charge. This will make the video section of the bill easier to read and follow for customers.

April 7, 2016
Page Two

Notice of these changes will be provided to customers with their May bill statement. If you have any questions about these changes, please feel free to contact me at 603-224-1871, ext. 202.

Sincerely,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government & Regulatory Affairs

All prices exclude applicable taxes and fees.