

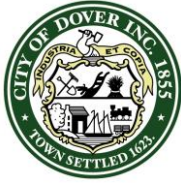
CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 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**
 - A. RIDE4GABE – DUCHENNE MUSCULAR DYSTROPHY AWARENESS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 170: ZONING, SECTION 8 – ZONING MAP**
SPONSORED BY COUNCILOR CIOTTI, CITY COUNCIL PLANNING BOARD REPRESENTATIVE
 - B. AMENDMENT OF FISCAL YEAR 2017 FEE SCHEDULE TO ADJUST CEMETERY FEES AND PARKING FEES (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
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. July 6, 2016 – Workshop**
 - B. July 6, 2016 – Non-Public Session**
 - C. July 13, 2016 – Regular Meeting**
- 11. MAYOR’S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**



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B. ORDINANCES IN THE 3RD READING

1. CHAPTER 170: ZONING, SECTION 8 – ZONING MAP

SPONSORED BY COUNCILOR CIOTTI, CITY COUNCIL PLANNING BOARD REPRESENTATIVE

C. RESOLUTIONS

1. REPROGRAM UNEXPENDED BOND PROCEEDS FOR GENERAL STREET IMPROVEMENTS AND AWARD OF B16070 HOT BITUMINOUS PAVING – ASPHALT LAID IN PLACE (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)

SPONSORED BY MAYOR WESTON BY REQUEST

2. AMENDMENT OF FISCAL YEAR 2017 FEE SCHEDULE TO ADJUST CEMETERY FEES AND PARKING FEES (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)

SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. BLOCK PARTY – Children’s Museum of New Hampshire

2. BLOCK PARTY – Friends of Florence Street

3. RAFFLE – Annunciation Greek Orthodox Church

4. TAG – Dover Youth Football

5. WALK – Portsmouth Christian Academy

6. BOOKS & MEDIA PURCHASES

SPONSORED BY MAYOR WESTON BY REQUEST

7. AWARD OF PHASE I B14074 PROFESSIONAL ENGINEERING SERVICES FOR WATER SYSTEMS FACILITY UPGRADES ADDITIONAL SCOPE

SPONSORED BY MAYOR WESTON BY REQUEST

8. B15020 CONSULTANT LEIGHTON WAY PUMP STATION REPLACEMENT ADDITIONAL SCOPE OF WORK

SPONSORED BY MAYOR WESTON BY REQUEST

9. B16048 DESIGN AND PERMITTING SERVICES AT BELLAMY ROAD CULVERT

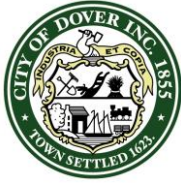
SPONSORED BY MAYOR WESTON BY REQUEST

10. B16056 LEIGHTON WAY PUMP STATION IMPROVEMENTS

SPONSORED BY MAYOR WESTON BY REQUEST

11. B16069 WATER FACILITIES IMPROVEMENTS PHASE I

SPONSORED BY MAYOR WESTON BY REQUEST



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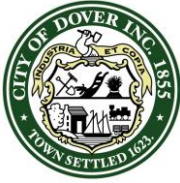
12. B16073 BRIDGE RELATED REPAIRS SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

- 1. ACCEPTANCE OF RESIGNATION OF JOSEPH NICOLELLA, JR. FROM CITY COUNCIL**
SPONSORED BY MAYOR WESTON
- 2. REPLACING A MEMBER OF THE GARRISON ELEMENTARY SCHOOL JOINT BUILDING COMMITTEE**
SPONSORED BY MAYOR WESTON
- 3. SUPPORTING THE EQUALITY OF ALL INDIVIDUALS WITHOUT REGARD TO ACTUAL OR PERCEIVED SEXUAL ORIENTATION, GENDER IDENTITY OR GENDER EXPRESSION**
SPONSORED BY COUNCILOR CIOTTI AND COUNCILOR SHANAHAN
- 4. REPROGRAM UNEXPENDED BOND PROCEEDS FOR WATER MAIN IMPROVEMENTS AND AWARD OF B16073 BRIDGE RELATED REPAIRS (TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 10, 2016, WITH CITY COUNCIL VOTE TO OCCUR ON AUGUST 24, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. REPROGRAMING UNEXPENDED APPROPRIATIONS AND SPAULDING TURNPIKE UTILITY AGREEMENT NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 10, 2016, WITH CITY COUNCIL VOTE TO OCCUR ON AUGUST 24, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST



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C. ORDINANCES IN 1ST READING

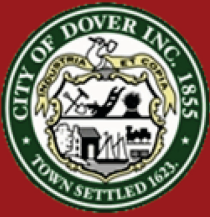
- 1. CHAPTER 5, BOARDS AND COMMISSIONS, SECTION 15 – JOINT FISCAL COMMITTEE
(TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 10, 2016)
SPONSORED BY MAYOR WESTON**

14. COUNCIL CORRESPONDENCE

- A. Letter from Anthony McManus, received July 8, 2016.**

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



City Manager's Report

City of Dover, New Hampshire

July 27, 2016

Reporting on June 2016



*Dover Independence Day Fireworks, 2016
by Michael Gillis*

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 the City's core values:

Customer-Focused Service, Integrity, Innovation, Accountability and Stewardship.

City of Dover Leadership Team



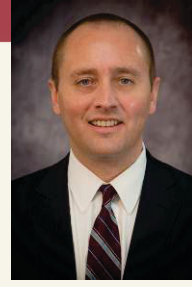
Gary Bannon
Recreation Director



Daniel Barufaldi
DBIDA Director



Cathleen Beaudoin
Library Director



Anthony Blenkinsop
City Attorney



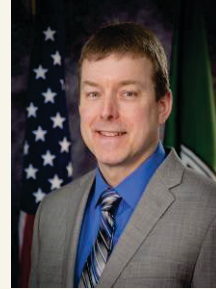
Anthony Colarusso
Police Chief



Susan Daudelin
Human Resources
Director



Annie Dove
Information
Technology Director



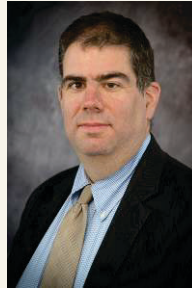
Eric Hagman
Fire & Rescue Chief



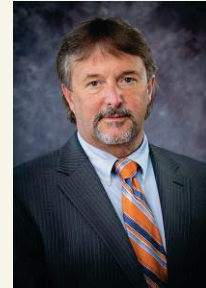
Daniel Lynch
Finance Director



Lena Nichols
Public Welfare
Director



Christopher Parker
Assistant City Manager-
Planning Director



Douglas Steele
Deputy City Manager -
Community Services Director



Michael Joyal
City Manager

During the month of June, the Utilities Division conducted lead and copper sampling from Dover High School, Dover Middle School, all three of the elementary schools and Portsmouth Christian Academy. Utilizing the state guidelines, samples were taken from all water bubblers and food prep areas. Results should be received during the month of July.

The Woodman Museum reported that they were experiencing low water pressure. Two Truck Drivers and one Heavy Equipment Operator excavated the water main at the service connection. This was done to reopen the service to their full volume as well as plunge the service connection. This process did not resolve the pressure issue. After further investigation, it was found that the museum has old galvanized iron piping which is plugged. To resolve the issue, the museum will need to replace their internal plumbing.

Staff needed to re-chlorinate the recently completed 300 foot water main extension on Spur Road. The water main did not pass the initial bacteria test. As of today, the extension has passed the secondary bacteria test and is ready to be turned on for use.

The Dover Ice Arena is remodeling their locker room. Two Truck Drivers and one Maintenance Mechanic excavated the roadway to discontinue their two inch water service. Another excavation will need to be completed to cut the service off at the water main if they are not going to use it again.

The South End Fire Station was experiencing sewer backups into their kitchen sink. Staff determined that the blockage was just outside of the building. When crews dug up the line, they found an old repair. It was decided that the best solution was to replace the entire sewer line. Two Truck Drivers, one Maintenance Mechanic and one Heavy Equipment Operator replaced the 6" Asbestos Cement sewer line with 6" Plastic piping.

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

21 Wastewater Pumping Stations

One Wastewater Treatment Facility

850,000,000 Gallons of Wastewater per Year

8 Wells:

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



The Henry Law Park Improvement project is in a holding phase this month pending the delivery of needed equipment. However the Gundalow Edward Adams was moved to its place in the park at the end of June. (see pictures left and below) The Community Services Department is preparing to continue the site work at this location and GreatView Landscaping is beginning the walkways. Mitchell and Associates of Portland are the design team and have produced the site plans and are working on the details with the work crews. The Friends of Dover Recreation 501 © 3 is acting as the charity to accept funds for the Henry Law Park Project.

The Facilities, Grounds and Cemeteries handled 5 service calls and 197 work orders in the month of June. Employees attended 2 full burials and 13 ash burials in Pine Hill Cemetery during this month. Three new markers were set in Pine Hill Cemetery, and six monuments were righted. Near the BPOE elk, several foot markers were reset as they had sunken or heaved over time.

Dover Maintains

- 62 miles of sidewalks
- 133 miles of streets
- 155 crosswalks
- 66 miles of drainage
- 1,120 fire hydrants
- 20 parks
- 15 playgrounds
- 2 athletic fields
- 1 dog park
- 1 Community Trail
- 1 Sledding/Snowboard Hill
- 19 municipal buildings
- 2 water treatment plants
- 8 well buildings
- 2 recharge pump stations
- 19 wastewater pump stations
- 1 Wastewater Treatment Facility
- 4 cemeteries



Grounds cleanup around municipal buildings continued, with mulch and being delivered to the Fire Stations for volunteers to spread. The clean-up of the planted beds around the Public works Facility received some much needed attention. The Rotary Pavilion and Henry Law Park was cleaned up in preparation for Independence Day activities. The Pavilion benches were pressure washed, leaves were collected and removed, areas were mulched and the railings were repainted. The fence posts along the fence are inspected each year before the holiday and any loose posts or sections are attended to as needed.

The Shaw's Lane fields received attention as the soccer field is now being lined weekly for games as well as various camps being held there. The sprinkler system had some heads replaced with a new style that sprays a curtain of water rather than two streams from each head. The Long Hill Park Cricket Lane was spiffed up for a tournament held there this month. Infield mix was brought in and the lane more defined and groomed for the season.

While we had some heavy rains on a few days of the month, June has been very dry and watering has been a necessity throughout the City. Reconditioning of the whiskey barrels over the winter has made them truly more self-watering, but other areas that have been reseeded and trees newly planted last year still need watering. The water truck went out two or three times per week to many areas around the City. Facilities & Grounds employees assisted at the new Police Department with watering all the new plants around that facility. All of the tree pits in the downtown area were attended to, with the compacted layer of mulch being removed and the pits aerated a bit to allow better penetration of water to the roots of the trees. New mulch was put down to help retain that moisture.

With the rains came some high winds and wind gusts. As a result, people become very concerned about trees and crews responded to 15 concerns regarding trees in June. Three of them were trees down, two were visibility issues and the others were residents asking for assessments or removal of trees in or near the City right-of-way. Power outages were also an issue with crews deploying generators to certain traffic signals when power was lost. Employees responded several times to issues with air conditioning at the Dover Indoor pool as a result of these outages.

Forty-nine requests relating to grounds or facility issues were handled by employees, while thirty-two pertained to goings on inside public buildings. Leaking toilets, slow draining sinks, moving furniture from the old Police Department, changing out a chlorinator pump at the Jenny Thompson Pool are several of the tasks requested through these work orders. HVAC filters were replaced at various buildings and annual sprinkler system inspections were conducted. Approximately 20 man hours were spent conducting the required monthly fire extinguisher inspections and elevator inspections. Building alarms were responded to and much time was spent making deliveries or moving items to the Recycling Center. Sixteen keys were issued in June and Custodians continued the day-to-day cleanup of municipal buildings.

Twenty-seven miscellaneous work orders dealing with odd items were processed as well. Picking up items left lying around the downtown, filling the water tank for the rowers using the building on River Street, removing the blue lanterns from the old Police Department – with one delivered to the Woodman Institute for posterity.

As is the routine during the summer months, weekly mowing of the public turf areas downtown and other various areas continued. This task typically requires 360 man hours! Fifteen hours were devoted to equipment maintenance, mowers and string trimmers. Mowing and trimming continued in Pine Hill, as it will throughout the summer.

Employees handled 21 work requests pertaining to signs. Eight parking signs were installed thirteen other signs were either made and installed or replaced due to fading or graffiti. Several sign were removed temporarily for the moving of the Gundalow from River Street to its new home in Henry Law Park.

Facilities & Grounds crews responded to 15 work orders regarding traffic signal issues, disabling school zone lights for the summer, repairing pedestrian crossing buttons and several intersections going to flash for one reason or another. Three complaints were due to the sensors that allow emergency vehicles through an intersection, but when checked, they were operating properly.

Flags were lowered in remembrance of those killed in Orlando, per order of the President. Governor Maggie Hassan ordered flags to half-mast to honor New Hampton Fire Fighter Doug Clement.

For the month of June, Administrative staff fielded 10 service calls requesting pothole repairs. Crews repaired 117 potholes, 96 manholes and applied 205 tons of asphalt on various areas throughout the city.

Material was hauled from the sand pits and from Brox Industries to fill the stock bins located on Mast Road.

Brush cutting and brush chipping operations are ongoing. Three Truck Drivers are working on cutting overgrown brush and hauling it back to the Recycling Center. Crews have steadily been working in the County Farm Road, Nye Lane, Upper Factory Road and Varney Road areas.

Installed in the sidewalk in front of Holy Rosary Credit Union, was a vault with a hatch door that was frequently damaged from snow clearing operations. Staff and the property owner came to an agreement to remove the vault. A few employees removed the hatch door, filled the vault with rocks and capped it with concrete.

City of Dover contractors have been removing cracked/loose pavement on Back Road and Middle Road by saw cutting and repaving in preparation to pave those roads.

Two Truck Drivers and one Working Foreman had to dislodge a beaver dam that was installed inside the drainage culvert on Crosby and Varney Road. As part of the work, a road was established to access sewer line maintenance and the ongoing beaver dam issues on Crosby Road.

Several employees repaired the catch basins on Browning Drive, Central Avenue at Trakey Street, Union Street and Spring Street where block structures holding the frames of the catch basins had crumbled and needed to be replaced.

Over the winter, two guardrails on County Farm Road were hit by vehicles and crews repaired the damaged guardrails.

Two properties on Grove Street had constant flooding in their yard as a result of the sidewalks. A City of Dover contractor installed a yard drain/catch basin in each yard and connected them to the Grove Street drain line to alleviate the flooding.

Cemeteries:

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

Parks & Playgrounds:

Applevale * Alden Woods * Amanda Howard *
Overlook * Bellamy * Cochecho Falls * Dover
Skate * First Street * Garrison * Garrison Hill,
Guppy * Hancock * Henry Law * Horne
Street * Immigrant's * Long Hill * Maglaras
Morningside * Overlook * Park Street * Shaw's
Lane * Spruce Lane * Sullivan Drive * Waldron
Courtyard * Willand Pond * Woodbine

City Facilities & Equipment

The Library Director is awaiting an updated vendor estimate and then necessary repairs to the library's sprinkler system should begin shortly.

Arena Locker Room Renovation Project was designed by DeStefano Architects from Portsmouth. This project combines a much needed renovation to the Foster Rink Locker Rooms. The construction project is underway and the work is being done by Pine Brook Corporation of Kittery, Maine. The plan is to have the work done in the summer to prepare for a September opening.

The lease of the Butler Building on River Street has allowed access to the Cocheco River for Great Bay Rowing and the UNH Crew Program. This month the Great Bay Rowing programs had a great deal of activity on the Cocheco River. They began summer rowing classes and training sessions for youth through adults. The LWCF grant award of \$150,000 will be combined with other waterfront development funds to begin the improvements which include a dock for paddle sports. The CWDAC Board is working with the architectural firm Urban Studios, to create concept plans and eventually will submit the permit applications for the docks and site work.

June was a trying month facilities and vehicle wise for the Fire Department. The air conditioning system on one of the ambulances failed in such a way that component pieces were blown through the system requiring a number of sections of the system to be replaced and others to be flushed with a special and very expensive fluid. The North End Fire Station hot water system mixing valve system failed requiring a temporary repair and ultimately replacement of that system. Due to the size of the building, this was far more expensive compared to what an average homeowner would experience! These two events are examples of the complexity of running a life-saving business 24 hours a day, every day of the year. Staff time in these cases, is immediately diverted from other projects to find the most cost effective solutions to these emergent problems and get a repair in motion within the confines of the purchasing rules that exist for good reason. Additionally at the North End Fire Station, an "on again – off again – on again" water leak in the roof over the Shift Captain's office returned. This problem has been chased for years with part of the roof being replaced recently and after a number of other remedies being tried. This will be pursued further during July and August.

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 since the Police Department relocated to its new facility in March 2016. The Planning and Community Development Department have been meeting with the other Departments to figure out future space and design needs for each, especially those moving to create the new Customer Service Center on the ground floor. Asbestos Inventory took place in April as part of the process of creating this 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 easier accessibility for the public. 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. Assistant City Planner Benton and Assistant City Manager Parker have been meeting with the design team for the new Customer Service Center. The Planning Department is still drafting a plan for the rest of the departments future shift in offices as well as how to most efficiently re-use existing furniture.

City Owned / Maintained Buildings:

*Ice Arena * Camp Sun n Fun * City Hall * Central Fire Station * Indoor Pool/Children's Museum * Jenny Thompson Outdoor Pool * McConnell Center * North End Fire Station * Pine Hill Cemetery Barn & Chapel * Police Station * Public Library * Public Works Facility * Recycling Center * River Street Butler Building * South End Fire Station * Transportation Center * Veteran's /Community Center Building * Waste Water Treatment Facility*

Emergency Management



On Wednesday, June 1st, the Dover Police Department joined 6 other seacoast police departments, local hospitals, recovery centers and other partners to announce plans to launch Community Access to Recovery (CAR). When the program launches on Wednesday July 6th, participating police departments will open their doors Monday-Friday from 9am-4pm to people seeking recovery from a drug addiction. The program is designed to help communities address the local opioid problem by connecting individuals to resources and learn about treatment options. Local police departments emphasized that the initiative can't promise everyone residential treatment, but can promise to connect them to a recovery coach who can help them navigate treatment and other support options.



Dover Police Chief Anthony F. Colarusso, Jr. along with police chiefs from Kittery, York, and Newmarket at the June 1st press conference announcing the Community Access to Recovery initiative.

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.

The Dover Police Department responded to **79%** of emergency calls in less than 6 minutes.

Type of Calls:	
Priority 1	172
Priority 2	123
Priority 3	583
Priority 4	690
Priority 5	1,108
Less than 6 minutes	79%

On June 3, Dover Police Department employees, family members and friends participated in a scheduled leg of the New Hampshire Special Olympics Law Enforcement Torch Run. These volunteers relayed the "Flame of Hope" over a distance of five miles between the jurisdictional boundaries of Somersworth and Madbury. The Law Enforcement Torch Run is one of the largest Special Olympics fundraising events in New Hampshire. Every branch of state, municipal, county and federal law enforcement has participated in the Torch Run, raising more than one million dollars in its history. In a series of 18 "legs" members of the law enforcement community run relays that cover more than 850 miles of NH roads. The runners carry the torch to the opening ceremonies of the Special Olympics Summer Games at the University of New Hampshire.



The Dover torch run team is joined by Somersworth Police Department participants for a quick group photo at Strafford Farms Restaurant before its run.

June was the opposite of May (which was a below average month), and was very busy with Fire & Rescue responding to 497 calls for service which is an average of 16 responses per day helping Dover citizens. 31 of the calls for service were for fires, 305 were for medical emergencies, 23 were for other hazardous situations requiring emergent intervention, 66 were either false or good intent in nature, with the remaining 72 being for non-emergent requests. Of the emergencies, there was 133 times where simultaneous emergencies were occurring with 20 of those times where 3 or more emergencies were occurring at the same time. Interestingly, the busiest day in June for Fire & Rescue was tied between 6/5/16 and 6/14/16 where each had 23 calls for service, while the slowest day occurred on 6/28/16 with only 6 calls for service.

Similar to May, the month of June was one of those months where all the fires in Dover were noticed by those involved quickly, and/or then caught fast by our firefighting staff, which kept the fires small this month. The most noteworthy fire Dover responded to in June was the 6 Alarm fire in Rochester on 6/19 where three buildings burned during the same incident from the rapid fire spread. The photo to the right was taken late in the day after the bulk of the fire was extinguished, and shows Dover's Ladder Truck operating at the fire.



This next photo was taken from a building that sustained fire damage but was saved, and shows the size of the buildings involved that wasn't clear in the first photos. The two buildings shown here were for the most part, completely gutted by the fire. Just to the left of the buildings and out of the picture is a steep banking down to the river which made fighting the fire very challenging for all those involved.



This last view shows the Dover Ladder truck reaching between the two buildings while looking for hotspots. Dover has been very fortunate in recent memory to not have a multiple building event such as the one pictured here though historically, it has happened in Dover and sadly statistically speaking, will happen again unfortunately at some point. This incident is an example of using what is called a mutual aid agreement between communities or regions as was discussed briefly in last month's report. Without those mutual aid agreements where each community agrees to assist each other in a time of need, each community would have to increase staffing and field greater numbers of fire apparatus at a much greater impact to the tax rate that citizens and businesses pay each fiscal year. No department in the Seacoast region of NH has enough personnel or equipment to handle large escalating fires such as the one pictured here without mutual aid.



June was a quiet month Emergency Management wise with no major incidents requiring the opening of the Emergency Operations Center, nor any major drills. Some work was expended in the quest to get some amount of grant funding to assist with the cost of an emergency generator installation at the McConnell Center which is Dover's primary shelter location. A meeting was held with representatives of NH Homeland Security, the Recreation Department, Community Services, Fire & Rescue and Inspection Services all at the McConnell Center to review where the generator would go, the installation and extensive wiring challenges, and to answer many of the questions that the grant funding process requires. Fire & Rescue Staff will keep working on this project over the next several months in hopes of getting the project to a point where it can actually proceed with some grant funding. What is next is much work on the application process during July and August.

Patrol

During the month of June, the Dover Police Department responded to 2,683 incidents throughout the city. Police officers made a total of 1,108 motor vehicle stops during which they issued a warning or a summons.

Special Investigations Bureau (SIB):

During the month of June 2016, 13 registered sex offenders were processed 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 June 2016, SIB detectives and patrol officers investigated a scam where a suspect was attempting to acquire cellular phones by posing as someone else. As a result of the investigation, a Dover man was arrested and charged with Identity Theft, which is a felony.

Also during the month, detectives investigated an incident where a hidden camera was discovered in a restroom at a workplace. There are several leads in this case and the investigation continues.

SIB detectives also investigated an apparent accidental shooting where an individual fired a handgun through a common wall into another apartment. This case remains under investigation.

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

SIB detectives are responsible for conducting background investigations on dispatcher applicants. In June 2016, two of these investigations were on-going.

K-9 Unit:

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

COMMUNICATIONS BUREAU	
911 calls	442
Phone calls	8,418
Radio Transmissions	13,187
Police Alarms	97
Lobby Customers	445

Animal Control:

Total animal calls for service
101
Handled by Officers
41
Handled by Dispatch
26
Handled by ACO
34

Breakdown of Calls – Officers	
Barking dogs	05
Found animals	08
Loose animals	05
Welfare checks	17
Deceased animals	01
Animal Bites	05

Breakdown of Calls – Dispatch	
Loose animals	05
Lost animals	14
Found animals	04
Deceased wildlife	02
Welfare of wildlife	01

Breakdown of Calls – Animal Control Officer	
Found animals	08
Loose animals	06
Animal bites	02
Welfare checks	09
Lost animals	04
Wildlife calls	02
Deceased animals	03

The Animal Control Officer (ACO) received 82 voicemail messages which she returned.

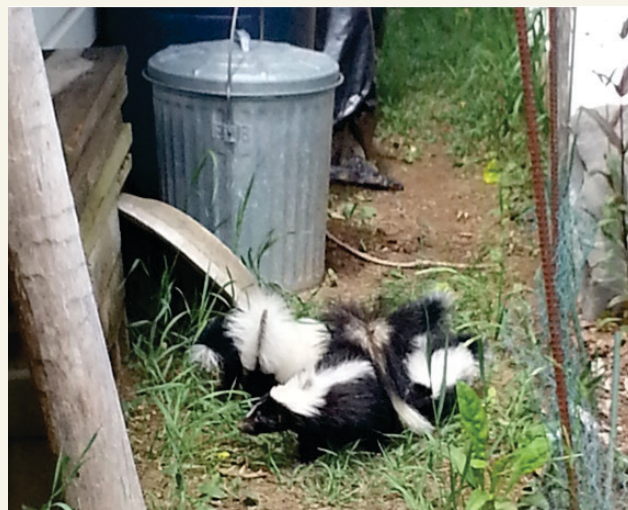
The ACO handled two interesting wildlife related calls. One call was regarding a bear that was in a backyard that had ripped down a bird feeder. The bear stayed long enough to finish off the bird seed and some grape jelly put out for the Orioles. The bear appeared healthy and was most likely 1 or 2 years old.

Another call the ACO received was regarding a possibly sick skunk in a driveway of a homeowner. The skunk was described as going in circles and going back and forth in a yard. The ACO was able to watch the skunk's behavior as the skunk paced back and forth against a shed. She determined that the skunk was trying to dig around some large rocks that were against the bottom of the shed. After watching the skunk for a few minutes, 4 baby skunks emerged from under the shed and followed the mother around. It turns out that her den entrance had been blocked by the rocks.

The ACO also helped the Dover Fire and Rescue Department when hiker fell and injured her ankle. The woman had her dog, Zoe, with her and was concerned that the dog would get home safely while she went to the hospital. ACO Ladisheff picked up Zoe and brought her home to wait for her owner's return. The ACO also followed up on 10 reports initially handled by an Officer. Welfare checks also continue about dogs being left in a car on hot days.



A picture of the bear that ate the contents of a bird feeder in a Dover backyard in June.



Family of skunks living under a shed in Dover.

Downtown Liaison Unit (Mounted Patrol)

In addition to the activity 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:

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



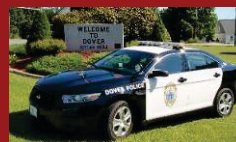
CJ looks out over Orchard Street from the parking garage during a recent rain storm.



Officers Caproni and Murch along with Rasa (left) and CJ greet several children at the Community Action Summer Meals Kickoff event at Dover Housing Authority on June 24, 2016.



City Manager's Report - July 27, 2016



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On June 1st and June 9th, Vicki Hebert presented to city employees on the heroin and opioid epidemic. She provided them with information on the scope of the problem, what factors are contributing to the current opioid crisis, and what friends and family members can do if someone is struggling with addiction. She also provided information on what the City of Dover is doing in response to the crisis.

In late June, Vicki Hebert began providing training to all first responders at the Fire Department. The training provided an overview of the latest trends, information on the brain science of addiction and details of the City of Dover's response to this crisis. Local people in recovery were on hand to share their personal stories of addiction and to answer questions.

In late June, Vicki Hebert assisted SOS Recovery with a 30 hour Recovery Coach Academy training. The training educates people on how to help coach individuals struggling with a substance use disorder seek recovery and navigate resources. Twenty-nine individuals who are interested in volunteering as recovery coaches for Community Access to Recovery or other local programs completed the training.

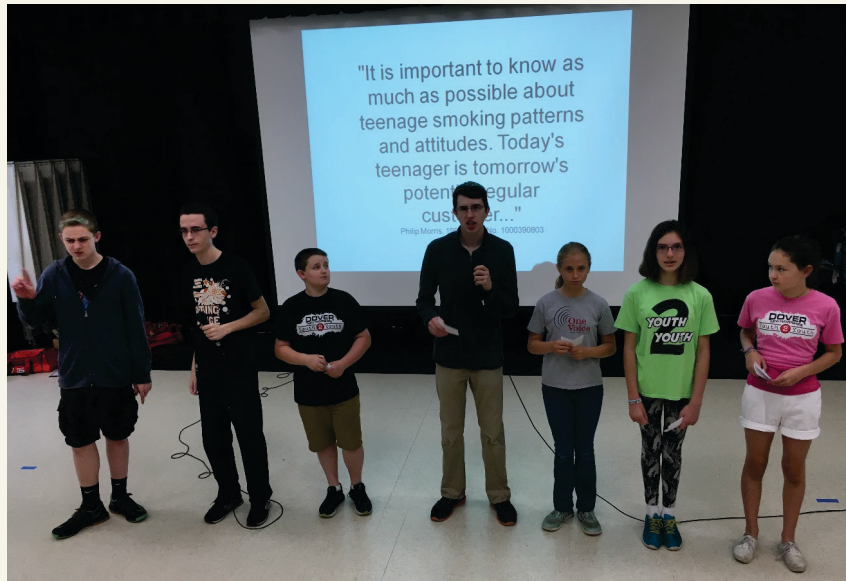


Graduates from the recent recovery coach training that Vicki Hebert helped to coordinate.

On June 24th Vicki Hebert presented to a group of 50 middle school civics teachers at the NH Institute of Civics Education at Saint Anselm College. Vicki presented alongside representatives from New Futures and shared examples of how Dover Youth to Youth has been involved in leading policy change efforts in the state.

Vicki Hebert has been working closely with the United Way of the Greater Seacoast to launch the 4th Annual Granite Youth Film Festival. The festival features student-made films that raise awareness about the value of youth leadership and the dangers of underage drinking, marijuana use, and prescription drug abuse. Teens experience the full process of film production: budgeting, pitching their idea, technical production, and premiering their movies at a theater. The films raise awareness about substance abuse, reveal what local communities or individuals are doing to promote action, offer new solutions, and ignite change. Ten teams developed films that premiered at Epping O'Neil Cinema on June 12th and 13th. The films can be viewed at www.uwgs.org/films

Dover Youth to Youth provided a 1-hour assembly called *History of Lies* to the entire Dover Middle School 5th grade class on June 3rd. The session examined tobacco industry advertising and media literacy.



Seven members of Dover Youth to Youth traveled to Windham, Maine to present a 6-hour training program to 15 new youth advocates from that region. The Maine students received training in media, presentation skills and other advocacy skills targeting underage drinking and Rx abuse.

Five members of Dover Youth to Youth provided training for youth advocates in North Platte, Nebraska during that group's 3-day Summer Advocacy Training Camp. Over 50 Nebraska youth received training on creating radio spots, presentation skills, and other advocacy skills used to promote their message about substance abuse.

On June 8th Vicki Hebert participated in a webinar training with the Office of National Drug Control Policy providing federal updates on the federal response to the opioid epidemic.

On June 8, 2016, Detective Matthew Travaglini attended Garrison Elementary School's Health Fair.

On June 15, 2016 Det. Travaglini made a presentation to the local Rotary club regarding safety and security.

On June 17, 2016 Det. Travaglini and Det. Timothy Burt taught a class on crime scene investigation to Dover Middle School students.

On June 27, 2016 Det. Travaglini made a presentation to the Dover Chamber of Commerce regarding safety and security.

As a board member of Dover Main Street, Assistant Planner Piekut is working with the organization's Director to create a "Welcome Wagon" packet for new businesses that open downtown. Information will focus on introducing them not just to the Downtown community and its events but also to relevant City regulations, schedules/practices, opportunities for participation, and sources of further information.

On June 22, the Planning Department cosponsored a roundtable discussion with the Small Business Administration on finance options for small business development. This discussion, also in conjunction with the Chamber of Commerce, was venue for financing institutions to meet and learn about synergies that might exist between various sources of financing. The City has an Economic Loan Pool that it can use to assist in gap financing of projects for businesses which provide jobs for low and moderate income residents.

The library is happy to announce that they have topped 2,000 “Likes” on Facebook! In total, the library has 7,656 social media followers: 2,010 on Facebook, 746 on Twitter, 740 on Instagram, 1,261 on Pinterest, and 2,899 subscribers to the library’s two e-newsletters. The library website received 16,391 page views during June. The Library posted 66 items on Facebook, 13 on Instagram, 26 on Twitter, and added 8 pins on Pinterest to keep everyone updated. Staff wrote 5 Blog posts, and sent three press releases to media outlets during June.

Beginning June 24, children’s librarian Patty Falconer is presenting story times and reading activities at the Seymour Osman Community Center every Friday morning during the Summer Reading Program.

The Library Director is continuing to write daily articles for the “100 Woodman Treasures” column in Foster’s Daily Democrat.

The public library borrowed 76 items from the school libraries and sent 17. The public library’s System Administrator aided the Dovertown school libraries with 2 Koha system issues during June.

In June, a number of outreach requests were filled by Dover Fire & Rescue. Fire/Rescue participated in providing ambulance coverage for the Father’s Day 5K held at Margaritas on Member’s Way. During events such as this where there can be hundreds of runners and in some cases upward to a thousand people in one area, it is a routine policy to stage an ambulance or fire engine which is in service for emergency response throughout the City, at the event area in case an emergency of some sort occurs there. Dover Fire & Rescue also assisted at two babysitting class held by Wentworth Douglass Hospital, with the discussions on safety, injury management, and calling 911. In addition to those events, there was the Middle School Egg Drop event where students from several 8th grade science classes competed to protect an egg that is dropped from the top of the ladder truck. The goal was for the egg to survive the fall from 100 feet high. The photos on the right show the event in progress and the best part was, several students did have their egg’s survive the fall without breaking.





Fire & Rescue also participated in the Dover Housing Authority Touch-a-truck event where it isn't clear who had more fun: the children visiting the fire engine or the firefighters that were happily showing off their vehicle and talking about the job of firefighting. Left, is Firefighter/AEMT Pat Babel assisting one of the Touch-a-truck visitors!

The highlight in June was the delivery of the Fire Safety Festival as it is called, in all of Dover's Elementary Schools, public and private. Its complexity really requires the department to substantially modify its operations for the week the festival is delivered.

Daily schedules are modified for all staff while trainings and other major projects are deferred or moved where possible, and the entire workforce bands together to deliver a theatrical show that is trucked from school to school and delivered to all elementary schools over a 4 day period. All of this is accomplished while continuing to meet the ever present daily demand for Fire and Emergency medical services. This year's show was titled Return to Safety Island which was a re-do of a show given many years ago, and was written primarily by Firefighter/Paramedic Nicolas Xenos. In this approximately 40 minute long show, actors and puppets act out skits on a multitude of safety topic's ranging from when to change the batteries in a home's smoke detectors, to having a home escape plan, to how to call 911 for various emergencies, to swimming and boating safety and bicycle safety as well. In the picture to the right taken at Horne Street Elementary, Firefighter/Paramedic Matt Adams is Polly, Firefighter/Paramedic Nick Xenos is the Captain, and Firefighter/AEMT Cody Nason who is a Pirate/Sidekick demonstrate testing a home smoke detector. In the bottom picture on the right, Firefighter-Engineer/AEMT Eric Anderson introduces the show. Eric is one of our senior staff members who along with Lieutenant Craig Comeau, took it upon themselves to be the coordinator/leaders of this year's show.



In the months preceding the delivery, a mobile set is built inside the South End Fire Station, that can be taken apart and moved through doorways, painted, songs are developed and recorded, costumes either made or rented, a truck rented for moving from school to school, and donations solicited. As the bulk of this program is not funded due to the many other priorities within the organization, it can be delivered only through the generous financial support of local businesses and residents. The total budget for this presentation is in the vicinity of \$12,000. Additionally, many local restaurants donate the food that is needed for lunch during each delivery day. With two shows a day with one in the morning and one in the afternoon...and a mid-day move in one case from St. Mary's Elementary to PCA, there is little time for the performers and support staff to get lunch. A special thank you goes to long time Fire & Rescue Volunteer Peg (Margaret) Pirkola who coordinated all of the lunch donations! Peg has assisted Fire & Rescue weekly with light office work and the Fire Safety Festival for many, many years! This photo taken at Woodman Park Elementary shows two pirate puppets discussing one of the shows many safety messages.

The Fire Chief would like to thank the approximately 15 members involved directly in the show either out front delivering the messages, behind the scenes readying props, running the sound and lighting systems, as well as the rest of the department who shoulder additional load while these dedicated individuals work on and deliver this show. It truly is an all department commitment with countless hours donated outside of work time to ultimately bring needed safety messages to nearly every kindergarten through 4th grade aged student in Dover.



The Department of Planning and Community Development continued to update its blog, Facebook page and Twitter feed to communicate with the public. The Department of Planning and Community Development has 355 Facebook (City of Dover NH Planning) friends and 771 followers on Twitter @DoverNHPlanning. Topics shared on the Blog (<http://dovernhplanning.tumblr.com/>) include changes to Chestnut Street, advocating for new members of the Energy Commission, reviewing land use regulation changes, and promoting the Community Trail. information about the Community Trail, Transportation Master Plan, ongoing projects and plans before the Planning Board.

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 1,265 fans).

The Department of Planning and Community Development posted a survey on the Master Plan Page and in the Dover Download that seeks citizen feedback on the new Stewardship Chapter of the Master Plan that is under development. Over 150 responses were contributed as a result.

On, June 14, the Assistant City Manager appeared on the Reporters File show on WOKQ. The half hour session covered current projects under development ranging from the approval of the site plan for Hellenic Partners Inc, at 104 – 124 Washington Street and the continued work to prepare for the construction of the new Dover High School.

On June 24th, the Assistant City Manager spoke as part of a panel at the Complete Streets Policy Development workshop organized by the Southwest Regional Planning Commission. The panel focused on successful implementation of Complete Streets guidelines and policies that have been put in place in New Hampshire. Dover's guidelines were adopted in 2014. Silver Street is an example of a Complete Street.

On June 3rd, the Assistant City Manager was the featured speaker at the Strafford Regional Metropolitan Transportation Organization meeting. The focus of the presentation was the Downtown Pedestrian Vehicular Access and Streetscape study.

Planning and Community Development staff continued to update the City website with presentations and reports regarding updates to the Transportation Master Plan, Stewardship chapter of the 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 Assistant City Manager and Assistant City Engineer continued to meet 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. Staff of these communities are meeting now to develop a cohesive list of improvements needed on the corridor, such as bike lanes, lighting, drainage and transit improvements. The concept will be presented to the Tri-City Coalition at its July meeting.

The Assistant City Manager had numerous meetings with abutters near the proposed rezoning of property at the corner of Glenwood and Central Avenues. These meetings were designed to understand concerns and look at ways that concerns can be mitigated through the site plan review process, which will occur if the rezoning occurs. Furthermore, the Assistant Manager followed up with the UNH Stormwater Center and New Hampshire Department of Environmental Services staff on concerns relative to Berry Brook.

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. A plan is being developed to have work commence in July and complete before Labor Day to tie up all final elements of the project.

Community Development Planner Dave Carpenter attended and spoke at a meeting hosted by the SBA focusing on commercial lending issues found within the region. Dave provided an overview of the existing Dover Economic Loan Program.

The Department of Planning and Community Development mailed out 114 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the Dover Download.

The Dover Energy Commission is now seeking new members to help guide the City's energy use and sustainable practices. Both regular-member and alternate- (non-voting) member seats are available. Members serve a three-year term.

The Energy Commission was created to advise other boards and committees regarding energy plans and sustainable practices, such as energy conservation, efficiency, generation, and zoning practices. In addition, the committee assists in advising how sustainability principles may be incorporated, whenever possible, into planning, policymaking, and municipal practices.

Interested residents should complete a Public Body Member Application or in person at City Hall. The form must be returned to the City Clerk's office.

The Media Services Division of Information Technology is extremely busy! Media Services personnel recorded and edited for broadcast the graduation ceremony for the Dover Adult Learning Center. Each year, Media Services provides this coverage to DALC, which includes production and postproduction services, as well as a complete, packaged DVD that DALC offers for sale to graduates and their families.

Media Services recently produced a 20-minute presentation on issues facing Great Bay, including new EPA regulations pertaining to nitrogen, and the cost of these regulations to municipalities and end users along the Great Bay estuary. The City was asked by the Piscataqua Region Estuaries Partnership at the University of New Hampshire, at the suggestion of Dean Peschel the City's environmental projects manager, to produce the presentation which was made to a national panel considering the disbursement of \$750,000 in grant funding.

Media Services is creating 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 provided an informational video and related online material to the Planning Department for work on a new chapter of the Master Plan, Stewardship of Resources. The video included interviews with the project's consultant, planning staff and members of the steering committee. The video can be viewed in high definition here: <https://www.youtube.com/watch?v=sDhnAgCA1UM>.



City Programs

Gym

Registrations were ongoing for summer programs, including theater and summer camps. On-Track accepted more registrations and continued practices, and had 20 athletes in the program. The regional meet was held on Saturday, June 18th at the Spaulding High School track. The state meet was held on Friday, June 24th in Pelham. Playgrounds continued to accept registrations and began on June 27th. This program will continue for 7 weeks, and includes activities at the playgrounds, transportation to the Jenny Thompson Pool, and weekly field trips. Fun on Stage is a theater and music camp that was held June 27th to July 1st at the City Hall Auditorium. The program filled quickly but the instructor was able to add some from the waitlist. Music Theater will begin on July 11th for the older kids and an afternoon session was added to accommodate the demand. Adult fitness classes continued with Interval Toning beginning an early morning summer session on Tuesdays & Thursdays at 7:30am. Yoga and Zumba® continued with new sessions beginning in June.

Pool

The Jenny Thompson Pool opened to the public on June 20th and has been very busy with camps such as Berwick Academy, St. Mary's, Tri-Star, Kittery Recreation, Eliot Recreation as well as the City of Dover summer camps. The Indoor Pool started their sessions of swim lessons on June 27th, Swim lessons are 95% full. Swim teams such as Seacoast Swimming, Oyster River, Exeter Swim Team and Cannonball Swim have been taking advantage of both facilities and practicing on a regular basis. The Jenny Thompson Outdoor Pool sees between 150 and 300 rec swimmers per day with an additional 20-30 coming to swim laps. The Indoor Pool has seen the usual 75 lap swimmers as well per day. Hydrofitness has continued for the summer and regularly has about 15-20 participants. During the month of June the Jenny Thompson pool hosted two weekend long swim meets that were all well attended and ran very smoothly.

Ice Arena

During the month of June the Arena ice sheets are out and skating programs are on hold to allow for the annual maintenance program. All of the mechanical systems are prepared for the next season; locker rooms and common areas are thoroughly cleaned and painted. Construction has started in the Foster Arena for new locker rooms, showers and rest rooms. This project is scheduled for completion by the end of the summer and will be ready for the hockey season in the fall. Ice will be back in for the first event in July which is a youth hockey tournament over the 4th of July weekend. This tournament will bring teams to the area for two days of hockey games.

The summer program sign ups started and on July 5th the arena will open to the public for a new summer season of adult hockey, youth hockey, skating programs and summer hockey camps. The Foster Arena continues with off ice activities and events. Camp Kool is just about full and operates Monday through Friday. Camp Kool utilizes the Foster Arena, Jenny Thompson Pool and surrounding park areas for a variety of kid summer camp activities. Roller Derby continues throughout the summer with practices and bouts. Their next bout is Saturday, July 30th.

Senior Center

In addition 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. Pickleball is offered Tuesday and Friday mornings, and Walking Group tours Dover every Tuesday and Thursday morning, averaging 1.5 miles per day. Senior fitness instructor, Theresa, took a well-deserved vacation this month but she is back and busier than ever, teaching Yoga, Muscle Strength, and Cardio classes. The Senior Center has been enjoying short but so-far fabulous summer with some terrific boat trips, including the Spirit of Boston and upcoming Plymouth Belle, as well as touring Historic Newbury (MA) homes with a stop at a lobster shack on the way home. Mystery Lunch: 28 participants, Senior Advisory Board: 10

Public Library

During June, borrower's cards were issued to 66 non-residents who became eligible for library cards under the new policy which offers free cards to those who work in, or attend school in, Dover.

The library's Summer Reading programs for children, teens, and adults kicked off on Tuesday afternoon of June 21. By month's end, 419 children, 92 teens, and 117 adults had signed up for a total of 628 registrants!

June program attendance at the library was 1,217 at 38 programs which included story times, adult coloring sessions, kids' crafts, Snap Circuits with the Dover Robotics team, Summer Reading program kickoff parties (on site and at SOCC), Wonderful World of Bats program, magician Norman Ng, movie showings, book group, Lego Saturdays, music with benji, Game Night, and 7 technology classes.



Summer Reading Program sign up day

Dover Middle School Liaison Officer.

At the conclusion of the school year Officer Pieniazek has taken on a new role as part of the Community Response and Enforcement Unit. He will provide patrol coverage to the downtown areas on the mountain bike and will supplement patrol shifts as necessary.

Additionally, Officer Pieniazek will be assisting the Dover Police Outreach Bureau by attending Dover Youth to Youth events and events at the Dover Teen Center.

As part of the Dover Police Department's heroin initiative program, Officer Pieniazek contacted nine members of the Dover community who were treated for an opioid overdose and offered each follow up assistance.

Officer Pieniazek continued to assist running the 5th and 6th grade student council. On June 11, the SRO brought a group of student council members to Boston to go to the New England Aquarium.

On June 14, 2016, Officer Pieniazek along with other officers participated in a Tug of War with an entire fifth grade class. The fifth grade homerooms had competed against each other and the winner of the Tug of War competition challenged the police officers. The students were the winners.



On June 14, 2016, DMS Resource Officer Pieniazek (not pictured) along with Officers Kennedy, Lazos, and Glowacki competed in an annual Tug of War contest with the fifth grade homeroom that had eliminated all of the other homerooms in earlier contests.

Dover High School Liaison Officer.

During the month of June 2016, Officer Kennedy assisted the Dover High school with directing afternoon traffic on multiple occasions in front of the school. Officer Kennedy also assisted DHS by monitoring several parking and traffic related issues in many of the parking lots.

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.

At the conclusion of the school year, Officer Kennedy has taken up his transitional role as part of the Community Response and Enforcement Unit and will primarily patrol the downtown areas on the mountain bike. Areas of focus will be the Community Trail, Train Station and railroad tracks, Henry Law and the Skate Parks, and the parking garage.

Dover Housing Authority Liaison Officer Program

During the month of June, Officer Plummer filled in for the Dover Middle School resource officer for 3 days.

During the month of June, Officer Plummer represented the Dover Police Department for an ID a Kid event held at a local day care. During this event, he fingerprinted approximately 30 children. The event was for parents to obtain their child's fingerprints to be able to provide them to law enforcement in the event their child were to go missing in the future.

Officer Plummer continues to have regular contact with the kids at DHA. What started as 3 middle school age boys coming to his office for stickers has now become a daily event for many of the kids in the neighborhood. When Officer Plummer's cruiser is parked at the sub-station, there are now 10-15 kids coming to the door every day to get stickers, ask questions, or just spend time with the officer.

During the month of June, three boys came to the substation with a bike that was broken. The boys did not know how to fix the bike and were looking for assistance. Officer Plummer spent some time trying to piece the bike back together with the kids on the front lawn of the substation. Although he was able to get most of the bike together, he called another officer for assistance with getting the bike ready to be ridden.

Officer Plummer also was present at the summer meals kickoff event. He met with many children and adults and talked about a variety of topics from bike safety to what it's like to be a police officer. Officer Plummer also provided the kids with the opportunity to climb into his cruiser.



Officer Plummer shows off the inside of his police cruiser to some kids during the Community Action Summer Meals Kickoff event at Dover Housing Authority on June 24, 2016.

Dover Teen Center

The Dover Teen Center calendar for June 2016 consisted of educational and social programming for its youth participants. For the month, the Teen Center saw a total of 533 participants on 22 days of programming, which yielded an average of nearly 24 participants per day.

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

TC Snack Special – “Hot Dogs” (6/2)

TC Trip – “Seacoast Mavericks Baseball Game” (6/8)

TC Snack Special – “Ice Cream Sandwiches” (6/13)

TC Special Program – “Community Buck\$ and Academic Challenge Raffle” (6/14)

TC Special Event – “School’s Out BBQ” (6/21)

TC Trip – “York Beach” (6/22)

TC Trip – “Alton Bay” (6/23)

TC Trip – “Old Orchard Beach” (6/27)

TC Trip – “Northshore Mall Shopping Trip” (6/29)

TC Trip – “Marden’s & Mousam Lake” (6/30)

There were 8 new registrations for the teen center in June 2016

Dover Coalition for Youth

See City Outreach.

Community Service Program

The Community Service program continued to track two active participants during the month of June of 2016. A total of six community service hours were completed during the month. One of the participants finished his/her assigned hours.

Dover Court Diversion Committee

The Diversion Committee met on June 23, 2016. As of the end of the month, there is a total of 3 active Diversion cases. Below is the breakdown:

2 cases already in active Diversion Contracts, 0 successful completion and release, 0 new cases heard, 1 case awaiting the next meeting.

Problem Oriented Policing Officer:

The Department’s Problem Oriented Policing Officer is a new position partially funded by a COPS grant through the US Department of Justice. The officer will be working to solve quality of life problems in public areas, neighborhoods and apartment complexes while applying community policing techniques. This includes identifying problems or issues, determining who the stakeholders are and working with those stakeholders to come up with solutions.

During the month of June, the Problem Oriented Police Officer made 15 arrests for various offenses and investigated 24 reportable incidents ranging from drug complaints, neighborhood meetings and various disturbances. He initiated meetings with local businesses, apartment management companies and condo associations in order to establish a connection. He also worked with the Dover Public Library to assist with vagrancy and drug usage issues in and around the building.

As we enter the summer months, the Problem Oriented Police Officer will be patrolling those areas of the City that experience an increase in activity due to the warmer weather. Some of these locations include but are not limited to Henry Law Park, Maglaras Park, Bellamy Park and the Community Trail. He will also be conducting a regular review and analysis of calls for service in an attempt to find patterns or clusters of calls for service that affect the quality of life for the residents.

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

Dover Youth to Youth:

Dover Youth to Youth held its annual end of year Banquet at the Dover Lodge of Elks on June 16th. During the event, Youth to Youth students were praised for their various accomplishments during the year including two students that received scholarships toward college expenses from the Dover Police Charities. Additionally, Chief Colarusso presented Senator David Watters with a certificate of appreciation for the Senator's long standing support of the program. Senator Watters then presented the students with the state flag that had flown over the state capitol on that day which was the same day that the legislation for the drug enforcement measure Granite Hammer was passed.



Dover Youth to Youth students pose with Senator David Watters and the State of New Hampshire flag that he presented to them during the annual Dover Youth to Youth banquet.



Pictured left, Dover Youth to Youth coordinators Dana Mitchell (left) and Stephanie Retrosi (right) pose with Senator David Watters and Chief Colarusso at the annual Dover Youth to Youth banquet.

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.

Previous: Bids have been received for paving and will be awarded on the June council meeting. Preparations have begun by City crews on the roads to be paved.

TOLEND ROAD RECONSTRUCTION

Current: Awaiting final Asbuilts. The Landscaping has been completed.

Previous: Final Asbuilts and minor landscaping will be completed in May.

TOLEND LANDFILL REMEDIATION

Current: No update.

Previous: 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.

COCHECHO RIVER DREDGING:

Current: No update for June.

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: No update.

Previous: 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.

KEATING / BIRCHWOOD RECONSTRUCTION

Current: Northern Utilities has been replacing gas lines throughout the neighborhood. Design engineering continues to progress.

Previous: No update.

RICHARDSON DRIVE RECONSTRUCTION

Current: No update.

Previous: Project is on hold and will go out to bid in the fall.

NEWINGTON/DOVER NHDOT

Current: All of the easements have been acquired. The bids have been received by the State and are being reviewed.

Previous: Four of the six easements have been signed for the relocation of Dover utilities out of the Spaulding Turnpike right of way. A construction engineering contract is being negotiated with VHB for construction oversight.

NELSON STREET RECONSTRUCTION

Current: Neighborhood meeting was held on June 22, 2016. Construction will start following the 4th of July weekend.

Previous: Target Construction has been selected to complete the project. Construction is anticipated to start following the 4th of July weekend. A pre-construction neighborhood meeting is scheduled for June 22, at 6:00 pm at the Community Services building.

LEIGHTON WAY PUMP STATION REPLACEMENT

Current: Bids have been received and are being evaluated.

Previous: Project is out to bid, bids are due back on June 21, 2016.

TRAFFIC SIGNAL UPGRADE

Current: No Update.

Previous: Continue to work on traffic light software. Signals along Rt 108 between Back River Road and Locust Street are being extensively investigated as part of a traffic impact study of the Rt 108 corridor and the Dover High School/Middle School.

BRIDGE UPGRADES

Current: Whittier Street Bridge- all the easements have been acquired and the State and FHW are conducting the final review prior to authorizing bidding.

The general bridge repair bids for repairs to the Central Ave Bridge by First St, and Chestnut Street expansion joints and Washington Street bridge water main have been received and are being reviewed.

Previous: Whittier Street Bridge-Two easement documents are outstanding to be signed. The construction engineering contract is being reviewed by the DOT.

A General Bridge repair bid is being bid for repairs to the Central Ave Bridge by First St, and Chestnut Street expansion joints and Washington Steet bridge watermain.

INFLOW & INFILTRATION

Current: Project is almost complete, finalizing as-built drawings and tie-card information.

Previous: Project is nearing completion, utility testing and final punch list items to be addressed by contractor.

WATER FACILITIES UPGRADE

Current: Bid due date has been extended to July 12, 2016.

Previous: Project is out to bid, bids are due back on June 28, 2016.

Recognition

The Library's Senior Employment Program volunteer, Ross Forrester, has recently secured regular employment and has withdrawn, necessarily, from the program. However, he will continue to work as an unpaid volunteer on the library grounds. Thank you, Ross!

The Friends of the Library funded 2 museum pass renewals for The Children's Museum of NH (\$600). The group also paid for 4 Summer Reading program events (\$941) and several reading program prizes (\$430).



Reid Weston

Reid Weston was hired effective June 30, 2016 to assist Dan Barufaldi, Director of Dover Business & Industrial Development Authority.

Reid has made outstanding progress on the learning curve of mastering her new job and its many facets. She has integrated well with her City Hall colleagues in all departments, with the Greater Dover Chamber of Commerce and with Dover Main Street. She is already a full participant in the Tourism Stakeholders' Group and is in the process of getting the Dover Economic Development Department connected as a Digital Ambassador with DRED's new statewide communication program.

In the ensuing weeks she will be DBIDA's downtown merchant Ambassador helping fulfill the Department's mission in business retention and assistance.

Reid is married to Kevin Weston and has four children. She is about to complete her last credit requirement to graduate with an Associate's Degree in Business while working as a Manager several nights a week at Janeto's Market.

Professional Development

Officers Lazos, Pieniazek, Hurley and Collis attended an 80-hour course on the topic of Traffic Collision Reconstruction, the third in a series of three courses developing the necessary skills in traffic crash investigation. The course covers advanced principles in crash reconstruction, including momentum analysis and application of airborne equations, time and distance analysis. The Dover Police Department hosted this training class at its new facility from June 20 through July 1, and it was attended by law enforcement officers from around the country and taught by adjunct instructors from the University of North Florida's Institute of Police Technology and Management. These four officers are newly appointed members of the Dover Police Department's Collision Investigation Team. By hosting the training course, Dover PD received substantial savings off the tuition fees for each of its officers.

On June 14-16, 2016, Officer Khalsa, Sergeant Pettingill, and Lieutenant Gould attended VALOR training in Massachusetts. This training provides critical officer safety training to law enforcement officers.

On June 2, 2016, Detective Carlson, the Commander of the Strafford County Regional Tactical Operations Unit, attended a SWAT liability course.

On June 8, Detective Carlson attended the Future without Violence Conference which is multidisciplinary training on domestic violence.

On June 29 and 30, 2016, Detective Travaglini attended the NH Cold Case Homicide Symposium to learn investigative techniques for investigating cold cases.

Library staff attended a presentation by Vicky Hebert on the opioid crisis.

One library staff member is taking an 8-part course on establishing an official "Harry Potter Alliance" chapter at the library. This will be a feature of the library's upcoming Harry Potter birthday celebration on July 31.

June saw many training sessions occurring for the various members of Fire & Rescue with the most noteworthy training being a class held on the four shifts with the latest information showing the occupational cancer risk that firefighters face. The latest studies are showing that firefighters due to exposure to the fire's smoke products that penetrates the protective gear and uniforms right to depositing onto a firefighter's skin, have an increased risk over the general population for a number of cancers including ■ Testicular cancer (2.02 times greater risk) ■ Multiple myeloma (1.53 times greater risk) ■ Non-Hodgkin's lymphoma (1.51 times greater risk) ■ Skin cancer (1.39 times greater risk) just to name a few. The class explained the latest research on ways to reduce this occupational risk which include: showering immediately upon return to the fire station after suppressing a fire, particular ways to launder the protective gear and uniforms, and healthy lifestyle choices that help raise a body's resistance to cancer development.

The end of June also saw the first shift hear the Police Outreach Employee Vicki Hebert's presentation on the Community Access to Recovery Program starting July 6th. For this program spearheaded by the Police Department, an individual suffering from an opioid/heroin addiction can simply walk in to the Police Station, or any fire station if for some reason that is more convenient, and ask for assistance. When a person walks into the fire station, fire staff treats the event like a call for service, and remains with the person until the Police arrive who then start the process they developed with partners within the community, to access "Recovery Coaches" and ultimately, treatment services of some type. A very big thank you goes out to the Dover Police for the time and effort spent developing this program to help those citizens that need these services. The three other Fire & Rescue shifts will receive this training early in July.

Sue Daudelin, HR Director, attended a remote HR Certification program provided by Tyler Technologies relevant to the City's Financial Software System. Jean Tsouramanis and Allen Arbeau also sat in on the three day session.

Kimberly Nunan and Ann Legere attended an informational session regarding The Heroin and Opioid Crisis.

Ann Legere, Purchasing Agent, attended a class in Portsmouth on Managing Multiple Projects, Objectives and Deadlines.

Rachel Blonigen, Tax Assessing Clerk, attended the NH State Statute, a 4 day course put on by the DRA .

Brian Landry, Maintenance Mechanic II, Jason Lavoie, Utilities Foreman, Alan Mandigo, Heavy Equipment Operator, Casey Mitchell, Truck Driver, and Mike O'Brien, Heavy Equipment Mechanic II, attended the Collection System Math and Operation and Maintenance Certification Course sponsored by the North East Water and Wastewater Training Associates. This three day course was held in Franklin, NH.

Joe Boucher, Public Works Supervisor, Kevin Coakley, Maintenance Mechanic, Gordon Couch, Truck Driver, Alan Dews, Engineer Technician, Eric Poitras, Truck Driver, Dean Truax, Highway Foreman, and Gretchen Young, Assistant City Engineer, attended the Green Snowpro Training course sponsored by the University of New Hampshire T2. This course was held at the McConnell Center in Dover, NH.

The Assistant City Manager applied to and was accepted as a candidate for the Certified Public Managers program offered by the State of New Hampshire. This program is designed to educate managers and supervisors on management techniques and policies.

On June 1st, Assistant City Planners Benton and Piekut attended "Exploring Tactical Urbanism: Short-Term Action for Long-Term Change" presented by Portsmouth Smart Growth for the 21st Century and Mike Lydon of Street Plans Collaborative, regarding Portsmouth "Islington Street Lab" to improve the intersection at Bartlett Street.

The Community Development Planner attended Department of Labor training related to Davis Bacon wage and monitoring issues for CDBG based activities.

On June 29, Assistant City Planner Benton attended a New Hampshire Planners Association land use law yearly update and APA Webinar on federal land use law changes.

On June 9th, Assistant City Planner Benton attended the state's Emergency Preparedness Conference in Manchester as a member of the City's Emergency Operations Committee.

Acknowledgements

The Assistant City Manager has been recruited to join the Board of Directors for PlanNH. PlanNH is a group whose mission is to support development practices which support healthy living, stewardship of resources and preservation of New Hampshire's character. In the past the Assistant Manager has been a member of juries for the group's annual design awards and has participated in design charrettes sponsored by PlanNH.

The Assistant City Manager had two proposals submitted for presentations at the Northern New England Chapter of the American Planning Association's annual conference accepted. This regional conference will occur in early September and will be in Portsmouth, this year. The topics selected for presentation include one focusing on how Planning and Public Works staff can work together and learn from each other. This topic will be co-presented with Deputy Manager Steele. The second topic is a panel discussion aimed at exploring career paths for planners. This panel will include the Assistant Manager as well as three other panelists from public and private sector positions.

EMPLOYEE SPOTLIGHT



Jennifer Bretz began working for the City of Dover in April of 2008. She was hired into the Planning Department as a part time secretary. She then started a temporary part-time position working in the Community Services Department for the Superintendent of Public Works. In October of 2009, Jennifer was then hired as a full time secretary for the Community Services Department. She assists the public and other city employees at the Public Works Facility by being the first means of communication for the department. Jennifer provides clerical assistance to the Streets, Utilities, Engineering, Administration, Solid Waste & Recycling Divisions as well as Fleet Services on occasion. She also attends the Solid Waste Advisory Committee meetings and the Dover Utilities Commission meetings where she provides assistance before, during and after the meetings.

What Jennifer likes most about her job is that every day is different. With all of the various City projects taking place, projects going on all over the city, weather conditions, seasonal changes, national holidays, employee schedule changes, various equipment breaking down, contractor services that are interrupted, and changes in school openings/closings, all of this and more can impact Jennifer's day. This in turn can also be what she likes least about her job. Any situation can pop up and in stressful times the job demands a lot of patience. Since Jennifer is a mom to three boys, she feels she has a fair amount of patience and can generally roll with what is thrown at her on any given day!

Jennifer lives in Dover and has lived in Dover since she was in first grade. Prior to that, she lived at Pease Air Force Base. Her father is originally from Gorham, Maine and he is retired from the US Air Force. Jennifer's mother is originally from Bangkok, Thailand and met her father while he was stationed in Thailand in 1968.

Jennifer has been married to her husband Kyle for 10 years. He is a Business Manager in the Business Finance Office at the Portsmouth Naval Shipyard where he has been employed for 15 years. Prior to that, he was enlisted in the Navy which is how Jennifer met him. Kyle is originally from Lucas, KS and is a GIANT Kansas Jayhawks fan. Jen has three children. Joshua is 21 and in the Air Force currently stationed in Minot, ND. He is a crew chief and works on B-52's. Daniel is 8 years old and attends 2nd grade at Horne Street School. He loves basketball, Legos and drawing. Kamden is 5 years old and will be starting Kindergarten in the fall. He loves dinosaurs and anything that involves being by Jennifer's side! They have two pets, Abby Dog, their Beagle and Andy, their orange kitten. Jennifer lives next door to her parents and the boys love to run next door to visit with them on a daily basis. Jen has two older twin sisters; one resides in Florida and the other in Texas.

Jennifer loves spending time with her family, reading and also gardening. She also likes to go out with her "city" girls to relax at the local establishments!

When you are in the area, stop in at the Public Works Facility to say hi to Jen. She is the one always laughing. You can't miss her!

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

- The City Manager updated the City Council by forwarding them information on the 2014 rain storm and sewer blockage created along First Street.
- The City Manager advised the City Council that a police cruiser was involved in an auto accident which was under investigation.
- 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

Members of the Finance Department met with DoverNet/IT Support to evaluate the best manner in which to proceed with implementing online payment and data access for property tax and utility billing.

The Human Resources Director is getting acclimated to her position. She has been reaching out to the City departments to discuss areas of concern and the direction the Department Heads are taking. She will be focusing on reviewing the Administrative Regulations and updating them with more current information where necessary.

Parking & Traffic

Parking Bureau:

Whoosh is up and running in the parking garage. This phone app allows users to initiate or extend their visit remotely. The enforcement tool the parking enforcement officers use is immediately updated as if the user had made a purchase at the meter.

At their June meeting, the Parking Commission did not take any action on the request to install a 30 minute space in front of Lucky's Furniture at 16 Third Street. They felt that creating specific zones for specific businesses was not appropriate and that more universal policies should be implemented.

They also supported an optional parking permit program through Easy Park devices. Easy Park is creating software that would allow the user to renew their parking permit online and the information would be on the device for the parking officers to observe.

They will also be considering a 3-hour time limit in the public spaces in the Orchard Street parking lot (surface spaces). This will open up these spaces to customers of downtown businesses and direct longer term parking to the garage. This time limit would also apply to the disabled spaces in the lot.

The Parking Bureau conducted an extensive public notification program on the Fee Schedule changes that begin on July 1st. Media releases were issued, signs were posted on each meter and merchants contacted by e-mail on the price increase to \$1/hr. for on-street meters. The Parking Manager will monitor usage numbers to see if there is any movement towards the lower cost parking lots or the garage versus on street options. Currently, 78% of the transactions are at on-street meters with the remaining 22% being in lots/garage.

Changes to authorized areas for permit holders in three locations were well publicized by notices left on vehicles ahead of the change as well as postings online and through verbal notification to each permit holder when they came in to renew. Since requiring permit holders to park on the 2nd floor and above, short term garage users have increased 30% compared to the prior five week average.

Traffic Bureau

The 73rd annual New Hampshire Soap Box Derby was held on Sunday, June 5. Dover hosts the New Hampshire state championship for the gravity-powered racers, open to boys and girls between the ages of 8 and 17. The winners of each division represent the state in the All-American Soap Box Derby in Akron, Ohio. In its present location, the event involves a closure of Broadway between Oak and Hill Streets. Sgt. Speidel coordinated the traffic detour plan for this event and distributed notices to affected residents and businesses.

Sgt. Speidel coordinated all traffic control particulars for the seventh annual Avis Goodwin Father's Day 5K Road Race at Margaritas on June 19. This included the deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel, and coordinating with event organizers on other logistical matters. This event was part of the Dover Race Series.

Officer Lazos volunteered his time during the weekend of June 3-5 at the NH Special Olympics Summer Games at the University of New Hampshire. Law enforcement across the state has long been a partner of SONH in its mission to provide year-round sports training and athletic competition for children and adults with intellectual disabilities. As a representative of the Dover Police Department, Officer Lazos helped coordinate the cruiser parade and the awarding of medals to winners.

The Speed Alert radar awareness trailer was deployed in several different locations during the month of June, including Littleworth Road, Dover Point Road, Tolend Road, Piscataqua Road, Watson Road, Mast Road, and Old Rochester Road.

The Dover Police Department performed 56 man-hours of targeted DWI saturation patrols on Friday and Saturday nights during the month of June, in addition to regular duty patrols. These patrols, scheduled and coordinated through the Traffic Bureau, are funded with a grant from the Office of Highway Safety which is effective through September 2016. Additional applications for supplemental funding for other traffic enforcement categories are still pending. Dover Police made a total of 7 DWI arrests during the month of June.

On June 10, Dover officers participated in the Operation Safe Commute statewide coordinated enforcement initiative. The date was selected by the NH Office of Highway Safety. Extra traffic patrols were performed during peak commuting hours under the Dover Police Department "Sustained Traffic Enforcement Program" (STEP) grant which provides federal funding to reimburse the agency's personnel costs. Targeted violations included moving violations – including speeding - tending toward aggressive driving behavior or distracted driving. Targeted locations on that date included Old Rochester Road, Tolend Road, Watson Road, Middle Road and Central Avenue.

Sgt. Speidel performed 13 child passenger seat inspections during the month of June. 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.

In addition to the events noted above, the Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or provided other traffic control resources for the following activities during the month June:

Seacoast Grower's Association / Chamber of Commerce Farmer's Market June 1, 8, 15, 22, 29
Lexington Street neighborhood block party, June 4
Saint Thomas Aquinas graduation, June 5
Garrison Elementary School 5K event, June 12
Central Avenue natural gas main installation, June 13-24
Funeral escort, June 24
Gundalow relocation, River Street to Henry Law Park, June 24
Tanglewood Drive neighborhood block party, June 25
Strafford County employee wellness program 5K, June 26
Neighborhood parking restrictions for Silver Street repaving, June 27-30

On June 21, the Assistant City Manager attended the parking commission meeting to review proposed changes to lane layout and adding parking to the section of Chestnut Street from First Street to Orchard Street. Lane changes are a result of the approved Downtown Pedestrian Vehicular Access plan, and also provide for a bus pull off and improved pedestrian crossing at Orchard Street. That work will be completed in early July.

Traffic Accident Investigation Team:

The Dover Police Department's Traffic Accident Investigation Team was not called out during the month of June. Over the past three months, four members of the team became fully certified in accident reconstruction. The training needed was a total of 6 weeks and was hosted at the new police facility.

Fire & Rescue Inspection Services:

Inspection Services continues to be very busy with a total count for inspections in June conducted and permits issued at 618. Here is the Inspection Services activity breakdown for June:

Inspections - Life Safety	51	Inspections - Plumbing/Mechanical	122	Inspections - Woodstove/Fireplace	01
Inspections - Business	07	Inspections - Blasting	0	Permits Issued - Blasting	04
Inspections - Sprinkler/Alarm	28	Inspections - Health	49	Permits Issued - Building	50
Inspections - Building	150	Inspections - School / Daycare	10	Permits Issued - Certificate of Occupancy	05
Inspections - Electrical	140	Inspections - Oil Burner	01		

The above numbers only capture part of the work. Other job tasks include plan review for buildings and their systems, the answering of 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”.

The big news in Inspection Services this month was the issuance of the building permit for the Assisted Living Project at the new Silver Square Development for the former McIntosh College property located at 181 Silver Street. Additionally as a requirement of the approved site plan from the Planning Department, when that permit is issued, the construction of the Roundabout must start within several months of issuance where Knox Marsh Road essentially intersects Silver Street, the Spaulding Turnpike Exit 8 Northbound on-ramp and the entrance into Silver Square - so look for that to start soon. Much work was also completed by the various staff on the planning side for the new High School with the ground breaking occurring sometime in July. This project will be the largest in process project in Dover over the next 39 months which is the projected build time including the demolition of the existing High School once the new High School opens. In addition to that, inspections occurred at the new Rand Whitney Building as that business gears up for the opening in early July, as well as for the multitude of projects big and small throughout the City.

In addition to all of that, one neighborhood blasting meeting was held at the North End Fire Station in response to the Storage Barn’s request for a blasting permit to remove some ledge before the next phase of the planned installation of more storage units. 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 permit issued. Pre-blast surveys are required to be offered to residents within a certain range of the blasting site per the State regulations and per Dover’s regulations. Dover Fire & Rescue recommend if you are within the distance to be offered a pre-blast survey – take it! This survey at the expense of the blasting company, records the condition of your home before blasting starts and should any damage occur which is very unusual statistically speaking, you have factual data to work with. Blasting companies are required to measure and record the seismic activity from their blasts and keep that data for six month. SAF-C 1625.04 defines the vibration limits and blasters have to stay within those seismic boundaries. All and all due to those regulations, and others which prohibit storing of explosives on site, the blasting industry has for the most part...become very safe and predictable. Representatives from the Planning Department, Inspection Services, and Fire & Rescue attend those neighborhood meetings watching to make sure all requirements are met, and did so in June for the blasting project at 385 Sixth Street.

On June 13th, the Assistant City Manager attended the Chamber of Commerce's Government Affairs committee meeting to discuss projects such as downtown infill, Silver Square, and the ongoing Master Plan work, which is underway. Discussion also included conversation about comparing Dover to other communities and the pros and cons of that exercise.

Media services completed two videos for the Planning Department in June. The first covered the Master Plan process, focusing on the Stewardship chapter. The second covered the need to continually review land uses in the city and identify opportunities to rezone sections of the City. Both videos included staff and volunteers.

On June 22, the Planning Department cosponsored a roundtable discussion, with the Small Business Administration on finance options for small business development. This discussion, also in conjunction with the Chamber of Commerce, was venue for financing institutions to meet and learn about synergies that might exist between various sources of financing. The City has an Economic Loan Pool that it can use to assist in gap financing of projects for business which provide jobs for low and moderate income residents.

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. Final designs and layouts were approved by the Planning Board May 10.

The Assistant City Manager continues to work with COAST, the Strafford Regional Planning Commission and representatives from Somersworth and Rochester and NHDOT to review opportunities for improvement along the Route 108 corridor from Weeks Crossing through Somersworth. This work is geared towards implementing an improvement project contained within the State's Transportation Improvements Plan.

Assistant City Planner Piekut continues to work with Ameresco, Inc. and the Energy Commission in the development of solar photovoltaic (PV) systems on city property. After net metering host applications were prepared for submittal to the Public Utilities Commission, it was discovered that the City's third-party electricity supply agreements for 2016 and 2017 may present a barrier to approval. A meeting with the PUC is scheduled for early July. The application was divided into four parts: the new Dover High School, the Tolend Road landfill, the Mast Road Gravel Pit, and the Community Services building. Each of these large arrays would benefit a specific group of City facilities' accounts in the event that more electricity is produced than the group of facilities consume.

The Energy Commission is exploring the use of Energy Star's Portfolio Manager, which is used to "baseline" and then evaluate changes in the energy use of individual buildings. The group is pursuing a possible partnership with the Career and Technical Center to implement use of the program. The Commission is also reviewing practices and policies enacted by the Town of Durham to encourage energy efficiency through the building permit and site plan review processes.

City Planner Bird attended a meeting of the Seacoast Stormwater Coalition on June 15th at the Dover DPW facility.

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.

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 and CWDAC Chair decided that a June meeting was not necessary. On June 8th a meeting was held with staff and CWDAC Chair to discuss the scope of services for phase 2 of the project. A resolution to approve the phase 2 work was prepared to go to the City Council. The first reading was June 22nd and it was forwarded to a public hearing on July 13th.

The Assistant City Manager continued to work with the potential purchaser of the Third Street parking lot. The work 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. Staff is working to bring the term sheet for the sale of the property to the Council later in the summer.

The Planning and Community Development Department received word that Dover's Final Action Plan was approved by HUD within the 45-day review period. This Plan documents how the Community will utilize the funds it receives from the federal government to assist low and moderate income residents. Work now begins on development of contracts for sub-recipients and performing environmental reviews of projects proposed.

The Assistant City Manager worked with Varney Brook Lands LLC to ensure that elements agreed to in the Pointe Place Development Agreement are being adhered to, and monitored the development and construction of the through road and roundabout. The Agreement was approved by the Council earlier this year, and includes the construction of a multi-use ballfield, roadway and streetscape improvements.

The Assistant City Manager reviewed some software opportunities to assist with implementation of Master Plan and other strategic projects. Software could also be used to inform the plan review and permitting processes. These reviews were preliminary and further review, in conjunction with Inspection Services and IT will be completed over coming months.

The Assistant City Manager began the annual process of updating the Capital Improvements Program. Work in June included developing a schedule for the program, updating project sheets based upon the 2015 approval of the CIP and developing guidelines for submission for new projects, particular to the desire to not create any new projects requiring bonding in the first two years of the CIP. Work will continue on this project over the course of the summer.

The Stewardship of Resources Master Plan Steering Committee held their third meeting on June 2nd. The meeting included plans for launching a multifaceted month-long outreach plan to gather citizen input.

Work is wrapping up on the Transportation Chapter of the Master Plan. Following a review of the chapter, by the TAC, in May, the consultant and Planning staff made changes to the chapter. This chapter will be reviewed by the Steering Committee at a meeting in July, and will have a presentation to the Planning Board in July as well. Following that presentation, the Planning Board will hold a public hearing and vote on adoption of the plan.

The Planning and Community Development staff performed annual monitoring of CDBG grant recipients. Staff met with all of the FY 16 recipients to review existing financial practices.

Assistant City Planner Benton continues to facilitate the negotiation of scope and fees with CLD Consulting Engineers for the Transportation Alternatives Program grant to expand the Community Trail. The City Council approved the contract contingent on NHDOT's approval of the contract on April 27 NHDOT is currently reviewing the contract before giving the City the notice to proceed with the engineering study phase. The project is still on schedule to be fully completed by the end of 2018. 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.

Planning and Community Development staff reviewed the previously released request for proposals for selling and redeveloping land located on Waldron Court. This parcel was previously made available and no responses were made. Staff reviewed the request to identify opportunities to streamline the request for proposals and make changes to encourage more interest in the opportunity.

In June, the Zoning Administrator addressed enforcement issues regarding junkyards, temporary signs, dumpster screening, and wetland buffer and open space violations and responded to various inquiries into land use and dimensional regulations.

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

Planning Board

On June 14, the Planning Board approved an Open Space Subdivision of land for Copley Properties, LLC located at 114 Watson Road creating 7 lots.

The Planning Board approved an amendment to a condition of approval of a previously approved site plan at Pointe Place.

The Planning Board also approved a Site Plan for Hellenic Realty Partners, located at 102, 108, 114, 124 Washington Street. The Proposal was to construct 38 units consisting of 1 mixed use commercial/residential building.

The Planning Board approved a Site Plan and Conditional Use permit for Tennyson Property Management located at 1 First Street. The proposal was to renovate the existing building creating 10 new residential apartments with approx. 5,570 sq. ft. office.

Lastly on June 14, the Planning Board approved a Conditional Use Permit

On June 28, the Planning Board approved a Conditional Use Permit for Peter & Anne Strachan, Assessor's Map L, Lot 29, zoned R-20, located at 125 Spur Road. The proposal was for the replacement of existing house and construction of new garage with Accessory Dwelling Unit, with temporary impacts of 2,454 sq. ft. and 1,433 sq. ft. of permanent impacts to Bellamy River Conservation District.

The Planning Board also approved a Conditional Use Permit per Chapter 170-20-B(1) for David Pratt, Assessor's Map 31, Lot 90, zoned CBD-Residential, located at 43 Fifth Street. The proposal was the conversion of existing duplex to a single family, with installation of new foundation to support 2nd & 3rd floor deck closer than 8 feet).

Lastly, the Board held a discussion on citywide rezoning opportunities with the Dover Business and Industrial Development Authority and discussion on a proposed amendment to rezone a 16 acre parcel, known as Assessor's Map D, Lot 12, located at 447 Sixth Street and Production Drive from Rural Residential (R-40) to Assembly and Office (I-4).

Zoning Board	Met on June 16, to review a request for a variance at 1 Bartlett Street (Owner Jason Bourre) Tax Map 36, Lot 17-1 in the R-12 District, to permit a rear setback of nine feet where 30 feet is required. The request was granted at a compromise of permitting 12 feet rather than 9. A second request was a motion for rehearing, made by Michael F. Garofano of 3 Pineview Drive. As an abutter, Mr. Garofano petitioned for rehearing of Z16-06 a variance request from owners Arthur and Mary Dubois Irrevocable Trust to permit a two-lot subdivision of 283 Dover Point Road (Tax Map L, Lot 48-A) where the new lot would have 35 feet of frontage where 125 is required and an unspecified front setback where a build-to line of 20 feet minimum, 35 feet maximum is required. The Board granted both variances with conditions in May, and granted the motion for rehearing in June. A new hearing will be held July 21. The request is unchanged.
Technical Review Committee	Did not meet.
Conservation Commission	On June 13th the Conservation reviewed a NHDES Wetlands Permit and City of Dover Conditional Use Permit for Peter & Anne Strachan, at 125 Spur Road, for the replacement of existing house and construction of new garage with Accessory Dwelling Unit, with Bellamy River Conservation District impacts of 2,454 square feet for temporary impacts and 1,433 square feet for permanent impacts. A positive recommendation was made for the application.
Community Trail Committee	Held an event on Saturday June 4th to celebrate National Trails Day. The CTAC handed out balloons and scheduled the Mounted Patrol to come take photos with trail users. Met on June 21st and discussed the Transportation Alternative Program grants, the invite for logo submissions, the Cochecho Arts Festival booth, and other ways to promote the trail.
Housing Standards Board	Met to elect a new Chair, and review the status of outstanding violations that have occurred over the past few months.
Transportation Advisory Commission	Did not meet.
Energy Commission	At its regular meeting June 15, the Energy Commission heard staff updates on the solar photovoltaic project and potential for adoptions of the C-PACE (Property Assessed Clean Energy for Commercial properties) program. The Commission discussed the Energy Star Portfolio Manager and possible partnership with the Career and Technical Center to launch use of the program. The Commission also reviewed Town of Durham energy policy and practice suggestions. A new member, Jeffrey Chierepko, was appointed to the Energy Commission.
Open Lands Committee	City Planner attended a meeting of the Open Lands Committee on June 16th to provide support to the committee. City Planner met with OLC member and landowners that are considering a conservation easement on their property on June 6th
Downtown Dover TIF Advisory Board	Did not meet.
Heritage Commission	Did not meet.

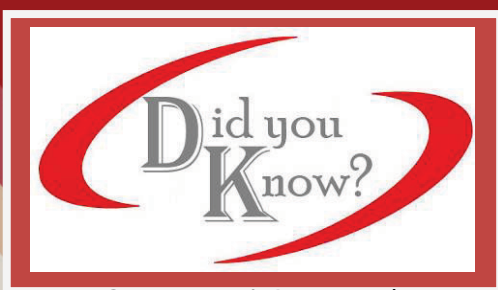
Planning, Legal and Inspection Services staff worked on resolving ongoing issues with zoning and housing standards violations at 11 Morin Street. Work in June including determining needed improvements to the home, to allow it to be habitable. This work was in conjunction with the homeowner and its attorney.

Planning and Community Services staff met with representatives of the New Hampshire Department of Transportation to discuss the round about to be built at the end of Silver Street as part of the Silver Square project. Work should commence this summer on the project, and staff met to discuss the process and the construction design and implementation of the work.

Planning and Community Services staff met to review capital projects where funds have gone unexpended. These projects came in under budget or had reductions in scope to allow for funding to remain. Staff is developing plans to fund other projects with these funds to fully realize the benefit of the funding. None of these funds were derived from the General Fund. Once the final plan has been developed, Finance staff will be asked to assist, if needed.

City Planner Bird worked with the consultants from Union Studio and Waterstone Engineering to begin preparing a grant application for a NH Coastal Program grant for Design Solutions for Coastal Resilience. The grant is entitled – “Combining Climate Resiliency and Public Spaces for the Cochecho Waterfront”.

City Planner Bird worked with the Purchasing Agent to prepare an RFP to hire a wetlands scientist to assist with wetlands delineation for a public walking trail on property owned by the Ezra Green homeowners association. The RFP was issued on June 16th.



Did you know that the City of Dover has 7 Hot Spot locations within city?

*You can get wireless connections at Cochecho Falls
Millworks, Dover Arena, City Hall, Public Library, Henry
Law Park, McConnell Center, Transportation Center*

City of Dover

Police Facility:

June 30, 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
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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
9/17/2015	Installation of Power Transformer for Police Facil	\$24,480.00	2515359/9S520478 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

City of Dover

Police Facility:

June 30, 2016

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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 facility office furniture	\$117,804.00	2335 OFFICEWORKS OF NEW ENGLAND, INC.
1/7/2016	Facility Construction - Guaranteed Maximum Price	\$781,819.30	#17 B14007-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
3/17/2016	Frigidaire Refrigerator FF5U17G8QW	\$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
4/7/2016	Install 3 New Voice/Data Drops at City Hall for Fi	\$788.00	1604003 HOWARD SYSTEMS, LLC.
4/7/2016	Installation of Copper Circuits for Radio Repeater	\$2,092.26	110 397 3324 54 FAIRPOINT COMMUNICATIONS, INC.
4/7/2016	Shower Rod, Robe Hook, Shelf and Bracket	\$285.52	402529 HOME DEPOT CREDIT SERVICE
4/21/2016	add GPM using FY14 facility funds	\$685,005.00	#20~21 B14007-S HARVEY CONSTRUCTION CORPORATION
4/21/2016	Degree Change Key	\$281.19	7550802 EXACTITUDE HARDWARE CONSULTANTS

City of Dover

Police Facility:

June 30, 2016

		DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
		4/21/2016	Commissioning Services	\$10,209.04	66772	WSP USA CORP
		4/28/2016	4x6 Flag for PD	\$101.85	00015431/17449	CITY OF DOVER-GENERAL FUND
		4/28/2016	add GPM using FY14 facility funds	\$743,544.22	#22 B14007-S	HARVEY CONSTRUCTION CORPORATION
		4/28/2016	Hydraulic Car Wheel Dolly	\$386.72	2.02527E+11	AMAZON
		4/28/2016	Shower Curtains	\$132.93	1.02906E+11	AMAZON
		4/28/2016	No Dial Wall Phones	\$93.82	2.9379E+11	AMAZON
		4/28/2016	2.17.16 add to po per BB	\$5,720.69	9234	LAVALLEE BRENSINGER ARCHITECTS
		5/5/2016	Mirrors, Medicine Cabinets, Picture Hangers	\$355.05	1010982	HOME DEPOT CREDIT SERVICE
		5/5/2016	Wood Laminate Cabinets	\$359.58	7663825	HOME DEPOT CREDIT SERVICE
		5/5/2016	Mini Stereo and Cable	\$9.96	TR#00184	WALMART COMMUNITY/GEMB
		5/5/2016	Mini Stereo and Cable	\$39.86	TR#05790	WALMART COMMUNITY/GEMB
		5/5/2016	new police facility office furniture	\$139,582.75	2448	OFFICEWORKS OF NEW ENGLAND, INC.
		5/5/2016	Installation of Copper Circuits for Radio Repeater	(\$136.88)	110397332454-ADJ	FAIRPOINT COMMUNICATIONS, INC.
		5/19/2016	Fire Panel Replacement for City Hall	\$4,204.00	228729NH	NORRIS INC
		5/19/2016	Commissioning Services	\$2,002.25	68081	WSP USA CORP
		5/25/2016	15G Marshal Container	\$141.85	I32985925	W.B. MASON CO., INC
		5/25/2016	15G Marshal Container	\$709.25	I33036954	W.B. MASON CO., INC
		5/25/2016	Marshal 15G Container-BGE	\$283.70	I32897434	W.B. MASON CO., INC
		5/25/2016	install of phone lines new pd facility	\$600.00	431198	BAYRING COMMUNICATIONS
		5/25/2016	New PD station fiber & copper install	\$3,255.00	431198-Fiber Optic	BAYRING COMMUNICATIONS
		5/26/2016	add GPM using FY14 facility funds	\$98,383.84	#23 B14007-S	HARVEY CONSTRUCTION CORPORATION
		6/2/2016	Cisco 5 AP Adder Lic f/2504 WLAN Cntrlr (e-Del)	\$2,020.20	4273239	FTG TECHNOLOGIES
		6/2/2016	Cisco SNet 8x5xNBD for 5 AP Adder Lic 2504 WLAN	\$1,368.90	4273239	FTG TECHNOLOGIES
		6/2/2016	Cisco 802.11 ac CAP; 3x3:2SS; Int Ant; A Reg Domai	\$1,807.00	4273239	FTG TECHNOLOGIES
		6/2/2016	Cisco Aironet 1702I IEEE 802.11ac Wireless AP-ISM	\$3,614.00	4273239	FTG TECHNOLOGIES
		6/2/2016	Cisco SNTC-8X5XNBD BOM Level AP1700i Bulk PID	\$756.00	4273239	FTG TECHNOLOGIES
		6/2/2016	Cisco SNTC-8X5XNBD 802.11ac CAP; 3x3:2SS	\$378.00	4273239	FTG TECHNOLOGIES
		6/27/2016	install of phone lines new pd facility	\$200.00	435178	BAYRING COMMUNICATIONS
Expended To Date		\$9,872,257.13		\$9,872,257.13		
			DESCRIPTION	ENCUMBRANCE		VENDOR NAME
			Final Adjustment on PD Facility Portion of P.O.	\$13,981.59		LAVALLEE BRENSINGER ARCHITECTS
			Commissioning Services	\$3,317.50		WSP USA CORP
			PD Station Fiber & Copper Install	\$3,245.00		BAYRING COMMUNICATIONS
			New Police Station Office Furniture	\$2,869.43		OFFICEWORKS OF NEW ENGLAND, INC.
			Metal Hose Hanger	\$59.16		AUBUCHON COMPANY, INC.
Encumbrances		\$23,472.68		\$23,472.68		
Available Balance		\$ 4,270.31				

City of Dover

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June 30, 2016

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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 facility office furniture	\$117,804.00	2335 OFFICEWORKS OF NEW ENGLAND, INC.
1/7/2016	Facility Construction - Guaranteed Maximum Price	\$781,819.30	#17 B14007-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 FF61SSH	\$5,593.00	155702 STRAFFORD APPLIANCE CO
3/17/2016	Frigidaire Microwave FFCM0934L	\$693.00	155702 STRAFFORD APPLIANCE CO
3/17/2016	Frigidaire Refrigerator FF5U17G8QW	\$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
4/7/2016	Install 3 New Voice/Data Drops at City Hall for Fi	\$788.00	1604003 HOWARD SYSTEMS, LLC.
4/7/2016	Installation of Copper Circuits for Radio Repeater	\$2,092.26	110 397 3324 54 FAIRPOINT COMMUNICATIONS, INC.
4/7/2016	Shower Rod, Robe Hook, Shelf and Bracket	\$285.52	402529 HOME DEPOT CREDIT SERVICE
4/21/2016	add GPM using FY14 facility funds	\$685,005.00	#20~21 B14007-S HARVEY CONSTRUCTION CORPORATION
4/21/2016	Degree Change Key	\$281.19	7550802 EXACTITUDE HARDWARE CONSULTANTS

City of Dover

Police Facility:

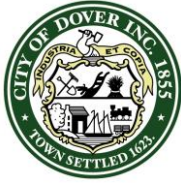
June 30, 2016

Police Facility.

DATE	DESCRIPTION	AMOUNT PAID	INVOICE #	VENDOR NAME
4/21/2016	Commissioning Services	\$10,209.04	66772	WSP USA CORP
4/28/2016	4x6 Flag for PD	\$101.85	00015431/17449	CITY OF DOVER-GENERAL FUND
4/28/2016	add GPM using FY14 facility funds	\$743,544.22	#22 B14007-S	HARVEY CONSTRUCTION CORPORATION
4/28/2016	Hydraulic Car Wheel Dolly	\$386.72	2.02527E+11	AMAZON
4/28/2016	Shower Curtains	\$132.93	1.02906E+11	AMAZON
4/28/2016	No Dial Wall Phones	\$93.82	2.9379E+11	AMAZON
4/28/2016	2.17.16 add to po per BB	\$5,720.69	9234	LAVALLEE BRENSINGER ARCHITECTS
5/5/2016	Mirrors, Medicine Cabinets, Picture Hangers	\$355.05	1010982	HOME DEPOT CREDIT SERVICE
5/5/2016	Wood Laminate Cabinets	\$359.58	7663825	HOME DEPOT CREDIT SERVICE
5/5/2016	Mini Stereo and Cable	\$9.96	TR#00184	WALMART COMMUNITY/GEMB
5/5/2016	Mini Stereo and Cable	\$39.86	TR#05790	WALMART COMMUNITY/GEMB
5/5/2016	new police facility office furniture	\$139,582.75	2448	OFFICEWORKS OF NEW ENGLAND, INC.
5/5/2016	Installation of Copper Circuits for Radio Repeater	(\$136.88)	110397332454-ADJ	FAIRPOINT COMMUNICATIONS, INC.
5/19/2016	Fire Panel Replacement for City Hall	\$4,204.00	228729NH	NORRIS INC
5/19/2016	Commissioning Services	\$2,002.25	68081	WSP USA CORP
5/25/2016	15G Marshal Container	\$141.85	I32985925	W.B. MASON CO., INC
5/25/2016	15G Marshal Container	\$709.25	I33036954	W.B. MASON CO., INC
5/25/2016	Marshal 15G Container-BGE	\$283.70	I32897434	W.B. MASON CO., INC
5/25/2016	install of phone lines new pd facility	\$600.00	431198	BAYRING COMMUNICATIONS
5/25/2016	New PD station fiber & copper install	\$3,255.00	431198-Fiber Optic	BAYRING COMMUNICATIONS
5/26/2016	add GPM using FY14 facility funds	\$98,383.84	#23 B14007-S	HARVEY CONSTRUCTION CORPORATION
6/2/2016	Cisco 5 AP Adder Lic f/2504 WLAN Cntrlr (e-Del)	\$2,020.20	4273239	FTG TECHNOLOGIES
6/2/2016	Cisco SNet 8x5xNBD for 5 AP Adder Lic 2504 WLAN	\$1,368.90	4273239	FTG TECHNOLOGIES
6/2/2016	Cisco 802.11 ac CAP; 3x3:2SS; Int Ant; A Reg Domai	\$1,807.00	4273239	FTG TECHNOLOGIES
6/2/2016	Cisco Aironet 1702I IEEE 802.11ac Wireless AP-ISM	\$3,614.00	4273239	FTG TECHNOLOGIES
6/2/2016	Cisco SNTC-8X5XNBD BOM Level AP1700i Bulk PID	\$756.00	4273239	FTG TECHNOLOGIES
6/2/2016	Cisco SNTC-8X5XNBD 802.11ac CAP; 3x3:2SS	\$378.00	4273239	FTG TECHNOLOGIES
6/27/2016	install of phone lines new pd facility	\$200.00	435178	BAYRING COMMUNICATIONS
Expended To Date	\$9,872,257.13	\$9,872,257.13		

DESCRIPTION	ENCUMBRANCE	VENDOR NAME
Final Adjustment on PD Facility Portion of P.O.	\$13,981.59	LAVALLEE BRENSINGER ARCHITECTS
Commissioning Services	\$3,317.50	WSP USA CORP
PD Station Fiber & Copper Install	\$3,245.00	BAYRING COMMUNICATIONS
New Police Station Office Furniture	\$2,869.43	OFFICEWORKS OF NEW ENGLAND, INC.
Metal Hose Hanger	\$59.16	AUBUCHON COMPANY, INC.
Encumbrances	\$23,472.68	

Available Balance	\$	4,270.31
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CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Workshop Session
Meeting Location: McConnell Center, Room 306
Meeting Date: **Wednesday, July 6, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Carrier led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Greenshields and Councilor Nicoletta.

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.

NH Representative Peter Schmidt, 53A Fourth Street: He spoke about Berry Brook and his hope to have an ironclad statement that the healthy state of the Brook remains. He asked that the emails from Mr. Ted Diers and Mr. James Houle be made public and put into the record.

Shellie Lemelin, 155 Westgate Village: She said she hoped to learn more about the stormwater project. She spoke about the poor conditions of the sidewalks on Route 155 and added that the State has rectified the situation.

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

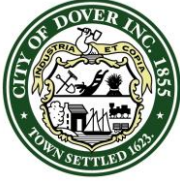
6. DISCUSSIONS

A. CHAPTER 170, SECTION 8 – ZONING MAP

Assistant City Manager Parker gave a PowerPoint presentation about Planning's role in the City and with this project. He read the emails from Mr. Ted Diers and James Houle into the record.

Environmental Development Manager Dean Peschel gave an overview regarding the protection of the Berry Brook area and stormwater management.

Assistant City Manager Parker and Mr. Peschel answered questions from the Council regarding the development project and its impact to the area.



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Workshop Session
Meeting Location: McConnell Center, Room 306
Meeting Date: **Wednesday, July 6, 2016**
Meeting Time: **7:00 pm**

Mayor Weston said this Ordinance was tabled at the June 22, 2016 City Council meeting, and asked the Council if there was consensus to put it on the July 13, 2016 agenda to be removed from the table.

There was consensus.

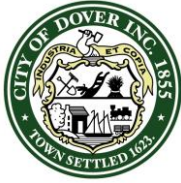
Assistant City Manager Parker discussed the Council's goal to rezone areas in the City to increase tax evaluations.

Economic Development Director Barufaldi discussed the Council's goal to change the residential/commercial property ratio in the City. He said the Dover Business and Industrial Development Authority (DBIDA) was just starting to look into this and it doesn't mean it's going to change immediately.

7. ADJOURNMENT

Councilor Gagnon moved to adjourn; seconded by Councilor Shanahan.
Vote: 7/0.

Emails have been archived with these minutes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Public Meeting to Enter Non-Public Session**
Meeting Location: **McConnell Center, Room 305**
Meeting Date: **Wednesday, July 6, 2016**
Meeting Time: **To immediately follow Executive Session**

The City Council will meet in a Public Meeting to enter a Non-public Session to discuss the following topic:

- 1. Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.**

NOTE: The non-public meeting is not open to the public per RSA 91-A:3 II(j).

The meeting was called to order by Mayor Weston.

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

Absent: Councilor Greenshields and Councilor Nicolella.

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

Motion to enter non-public session for Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A: 5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A by Councilor Thibodeaux; seconded by Councilor Gagnon.

Roll Call Vote: 7/0.

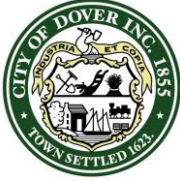
The Council entered non-public Session.

City Attorney Blenkinsop explained that a Right to Know request had been received requesting responsive documents and emails between the City Council, City Manager, City Attorney and Attorney Andru Volinsky. Responsive documents and emails are attorney-client communications and fall under the doctrines of work product and/or attorney client privilege which are confidential and generally exempt from disclosure pursuant to RSA 91-A. The Council may wish to waive applicable privileges to certain emails.

The first group of documents to be considered are transmittal emails to and from Attorney Volinsky to the City regarding the Adequacy case and include filed pleadings, and court notices, as attachments.

Councilor O'Connor motioned to waive any applicable attorney-client communication privilege and/or work product doctrine privilege regarding emails to and from the City and its Attorney(s) concerning the Adequacy funding lawsuit that transmitted filed pleadings and court notices from 8/20/2015- 4/10/2016 with pages numbered 1-331, not to include a communication from the City Manager to Attorney Volinsky on 8/20/2015 at 3:04 pm contained on page 1; seconded by Councilor Gagnon.

Vote: 7/0



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Public Meeting to Enter Non-Public Session**
Meeting Location: **McConnell Center, Room 305**
Meeting Date: **Wednesday, July 6, 2016**
Meeting Time: **To immediately follow Executive Session**

The second group of documents to be considered are certain emails to and from Attorney Volinsky and the City regarding the adequacy lawsuit. Councilor Thibodeaux motioned to waive applicable attorney-client communication privilege and/or work product doctrine privilege regarding 12 emails to and from the City and its attorney(s) concerning the Adequacy funding lawsuit from 8/19/2015- 4/29/2016 -specific emails dates being: 8/19/2105, 8/19/2015, 8/20/2015, 8/20/2015, 8/21/2015, 8/21/2015, 8/28/2015, 9/20/2015 9/21/2015, 9/22/2015, 10/26/2015, 4/29/2016; not including an email from Attorney Volinsky to the City Manager on 8/19/2015 at 4:55 pm and an email from Attorney Volinsky to the City Manager and Mayor on 8/21/2015 at 2:51 pm, nor to draft any pleadings that may have been attached to the emails; seconded by Councilor O'Connor.

Vote: 7/0

Discussion ensued on sealing the minutes.

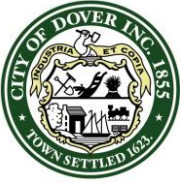
Councilor Gagnon motioned to adjourn non-public meeting; seconded by Councilor O'Connor.

Vote; 7/0

No motion to seal was made.

Councilor O'Connor motioned to adjourn; seconded by Councilor Thibodeaux

Vote 7/0



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 13, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Shanahan led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Councilor Ciotti, Councilor Gagnon, Councilor O'Connor, Councilor Shanahan, Councilor Thibodeaux.

Absent: Deputy Mayor Carrier, Councilor Greenshields, and Councilor Nicolella.

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Councilor Shanahan moved to approve the agenda, seconded by Councilor Ciotti.

Vote: 6/0.

7. PUBLIC HEARINGS

- A. REPROGRAM UNEXPENDED BOND PROCEEDS FOR GENERAL STREET IMPROVEMENTS AND AWARD OF B16070 HOT BITUMINOUS PAVING –ASPHALT LAID IN PLACE (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (CITY COUNCIL VOTE TO OCCUR ON JULY 27, 2016) SPONSORED BY MAYOR WESTON BY REQUEST**

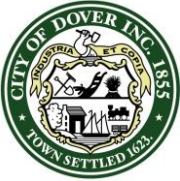
Mayor Weston, seeing no one wishing to speak, closed the Public Hearing.

- B. APPROPRIATION OF WATERFRONT PUBLIC PARK DESIGN AND AWARD OF B15060 DESIGN SERVICES FOR WATERFRONT DEVELOPMENT PHASE II (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) SPONSORED BY MAYOR WESTON BY REQUEST**

Dana Lynch, 36 Cardinal Drive, and Cochecho Waterfront Development Advisory Committee Member: He spoke in support of this resolution and urged the Council to approve.

William DeGrandpre, 21 Danielle Lane: He spoke in opposition of the resolution. He said the City doesn't need another park.

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



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 13, 2016**
Meeting Time: **7:00 pm**

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.

Shellie Lemelin, 155 Westgate Village: She spoke about the area where she lives and said it's needs more development, and said they need to work together as a community.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He spoke about the City's audit, Silver and Chestnut Streets work, and the Dover Fireworks. He spoke about reprogramming funds to cover the additional costs of the utility work being done on the Spalding Turnpike.

Councilor Shanahan moved to accept the City Manager's Report; seconded by Councilor O'Connor.

Vote: 6/0.

10. APPROVAL OF MINUTES

A. June 22, 2016 – Regular Meeting

Councilor Shanahan moved to approve the minutes; seconded by Councilor O'Connor.

Vote: 6/0.

11. MAYOR'S REPORT

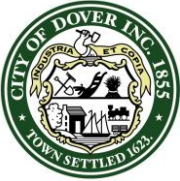
Mayor Weston said she attended the Dover Fireworks on July 4, 2016, and stated the top level of the parking garage is a great viewing spot. She appointed Thomas Clark and Elena Piecut to the Strafford County Regional Planning Commission, which will be approved by the Council when they accept the Mayor's Report.

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

Vote: 6/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 13, 2016**
Meeting Time: **7:00 pm**

B. ORDINANCES IN THE 3RD READING

- 1. CHAPTER 170: ZONING, SECTION 8 – ZONING MAP
(TO BE REMOVED FROM THE TABLE AND REFERRED TO A PUBLIC HEARING
ON JULY 27, 2016))**
SPONSORED BY COUNCILOR CIOTTI, CITY COUNCIL PLANNING BOARD
REPRESENTATIVE

Councilor Shanahan moved to remove from the table; seconded by Councilor Gagnon.
Vote: 6/0.

Councilor Thibodeaux moved to refer to a Public Hearing on July 27, 2016; seconded by
Councilor Gagnon.
Vote: 6/0.

C. RESOLUTIONS

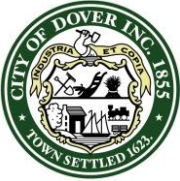
- 1. APPROPRIATION OF WATERFRONT PUBLIC PARK DESIGN AND AWARD OF
B15060 DESIGN SERVICES FOR WATERFRONT DEVELOPMENT PHASE II
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST

Councilor Shanahan moved for its adoption; seconded by Councilor Gagnon.
Roll Call Vote: 6/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Alden Woods & Haven Farm Neighborhood**
- 2. RAFFLE – Woodman Museum**
- 3. ROAD RACE – Dover Turkey Trot**
- 4. ROAD TOLL – Angels of Hope, Rochester, NH**
- 5. B08043 AWARD OF ADDITIONAL SCOPE OF SERVICES TRAFFIC SIGNAL
PROGRAM SEBAGO TECHNICS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. MOTOROLA RADIOS FOR POLICE FROM NATIONAL ASSOCIATION OF STATE
PROCUREMENT OFFICIALS (NASPO) AND STATE OF NEW HAMPSHIRE CONTRACT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. PROPERTY & LIABILITY AND WORKERS COMPENSATION INSURANCE**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 13, 2016**
Meeting Time: **7:00 pm**

- 8. AUTHORIZATION TO COMMIT FUNDS FOR THE NITROGEN REDUCTION IN THE GREAT BAY ESTUARY TO THE UNIVERSITY OF NEW HAMPSHIRE (UNH)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. AUTHORIZATION TO COMMIT FUNDS TO THE NUTRIENT CRITERIA, GREAT BAY ESTUARY COALITION TO HDR, INC.**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

Councilor Shanahan moved for the adoption of the Consent Calendar; seconded by Councilor Ciotti.

Roll Call Vote: 6/0.

B. RESOLUTIONS

- 1. AMENDMENT OF FISCAL YEAR 2017 FEE SCHEDULE TO ADJUST CEMETERY FEES AND PARKING FEES (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON JULY 27, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST

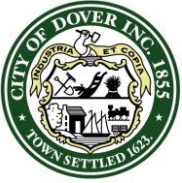
Councilor Shanahan moved for its adoption; seconded by Councilor O'Connor.
Councilor Shanahan asked for more information on this change and how it came about.
Vote: 6/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

A. Letter from Comcast, dated June 24, 2016.

Councilor Shanahan moved to place correspondence on file; seconded by Councilor O'Connor.
Vote: 6/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

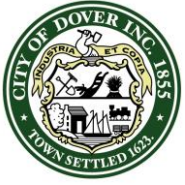
Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 13, 2016**
Meeting Time: **7:00 pm**

15. COUNCIL MATTERS OF INTEREST

Councilor Shanahan talked about recent City events: Cochecho Arts Festival, Beer Festival. He gave the Council an update on Dover Baseball and Dover Softball.

16. ADJOURNMENT

Councilor O'Connor moved to adjourn; seconded by Councilor Shanahan.
Vote: 6/0.

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item: 12.B.1. Ordinance Number: O – 2016.06.08 – 009 Ordinance Title: Updating the Dover Zoning Ordinance Chapter: 170 Section: 8. Zoning Map
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The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 170 of the Code of the City of Dover, entitled Zoning, by rezoning four (4) parcels of land from office and residential to retail/commercial.

2. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising the official Zoning Map of the City of Dover, referred to in Section 170-8 of said Chapter as follows:

The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Office (O) District to Thoroughfare Business (B-3) District an area of approximately 1.8 acres located at 824 – 828 Central Avenue, consisting of Map 37 Lots 35-37.

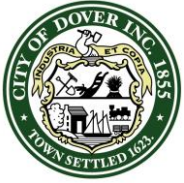
AND

The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Medium-Density Residential (R-12) District to Thoroughfare Business (B-3) District an area of approximately 3.4 acres located at 8 Glenwood Avenue, consisting of Map 37 Lot 38.

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12. “Applicability of Tables of Use and Dimensional Regulations by District,” by revising the Dimensional Regulations Table in the Thoroughfare Business District (B-3) to add a new footnote to the Dimensional Regulations table relative to setbacks to read as follows:

“[6] A vegetated buffer of no less than fifty feet (50’) must be established and maintained along the B-3/R-12 zoning boundary abutting the southern property line of the Tax Assessor’s Map 37, Lot 38. The buffer must be populated with existing vegetation, where available, and where existing vegetation is not available or not adequate, the buffer shall be improved to provide visual screening on a year-round basis for the benefit of the residential uses abutting the B-3 Zoning District. The buffer may feature new landscaping vegetation and materials, berms, fences, walls and other screening techniques, with a preference toward preserving existing healthy trees, where feasible. Buildings, impervious surfaces, mechanical equipment, parking and storage and display of goods and materials are



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item: 12.B.1.

Ordinance Number: **O – 2016.06.08 – 009**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170
Section: 8. Zoning Map

prohibited in the buffer. Following installation, the buffer must be adequately maintained by the owner(s) of Tax Assessor's Map 37, Lot 38."

TAKES EFFECT

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

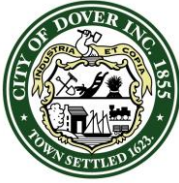
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Dennis Ciotti
City Council Planning Board
Representative

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item: 12.B.1.

Ordinance Number: **O – 2016.06.08 – 009**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170
Section: 8. Zoning Map

DOCUMENT HISTORY:

First Reading Date:	06/08/2016	Public Hearing Date:	06/22/2016 07/27/2016
Approved Date:		Effective Date:	

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

Attached is the application provided by the Property Owners and Applicant.

To: Dover City Council
From: Christopher Parker, AICP
CC: J. Michael Joyal, City Manager
Dover Planning Board
Date: June 1, 2016
Re: Zoning Amendments

ISSUE:

On May 24, 2016, the Planning Board unanimously approved a citizen petition to amendment to the City's Zoning Map.

INTENT:

This memo will briefly describe the findings of the Planning Board and ensure compliance with Chapter 170-53(F) of the Code.

GOALS:

The proposed zoning amendments must meet certain criteria for the Planning Board to support their adoption. This memo reviews the report criteria laid out in Chapter 170 to explain the findings of the Planning Board.

PROCESS:

Chapter 170 provides that citizens may request rezoning of their property. On March 22, the Planning Board reviewed a request by 4 property owners to rezone their parcels from Office and Medium Density Residential to Thoroughfare Business.

The Planning Board posted the amendments after consideration on March 22, 2016. It held public hearings on April 26 and May 24 2016. The Board approved the requested amendment at the conclusion of the May 24th hearing and forwarded it to the City Council for ratification.

ATTACHMENTS:

- Citizen Petition for Rezoning
- Staff memo to the Planning Board
- Map of 4 lots to be rezoned
- Conceptual site layout of development.

As per section 170-53(F), the Planning Board shall provide to the City Council a report on each proposed amendment that has been proposed and endorsed by it. This report shall include the Board's findings and recommendations on the following:

The consistency of the proposed amendments with the Master Plan;

The 2015 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Tomorrow." This chapter includes references to increasing the City's commercial tax base through economic development. A review of the future land use map contained within the Land Use Chapter, indicates that the parcels are with an area designated as "Retail Corridor." The rezoning is consistent with the other uses along Central Avenue to the west and across both streets.

The consistency of the proposed amendment with other plans, studies, or technical reports prepared by or for the Board and the City;

The proposed amendments do not conflict with any other plans, studies or technical reports.

The effect of the proposed amendment on the City's municipal services and capital facilities as described in the Capital Improvements Program;

The proposed amendments do not conflict with the Capital Improvements Program. There will be improvements to the stormwater management in the area, through the unified collection and distribution of the stormwater generated through development of the site.

The effect of the proposed amendment on the natural, environment, and historical resources of the City;

The adjacent Berry Brook watershed is an environmentally sensitive area. The Planning Board found that by allowing for residential development of the site, there would be more impact to the environment than there will be through commercial development. This is in part because the City's site regulations require higher standards of containment and management of stormwater, as well as stricter landscape management requirements.

A further benefit is that the Applicant has agreed to donate a conservation easement to the City for all undeveloped portions of Map 37 lot 38. This easement would be over approximately 60% of the parcel.

The effect of the proposed amendment on neighborhood including the extent to which nonconformities will be created or eliminated;

The area to be rezoned is adjacent to the Walgreen's Pharmacy development and across the street from the Shaws Plaza and the Hannaford/Natural Pharmacy/Papa Gino's developments. The rezoning is an extension of the existing B-3 Zoning District. Through thoughtful layout of the buildings, reasonable landscaping, preservation of existing trees where possible, and the establishment of fencing and vegetative buffers, the area in question can be developed in a manner which is complementary to Central Avenue while protecting the residential neighborhood on Crescent Avenue.

As the lots would be combined, there is no concern about creating non-conformities.

The effect of the proposed amendment on the City's economy and fiscal resources; and

The amendment will have a positive impact on the economy of the City, while not creating any material burden on municipal services, capital facilities or any natural or historic resources in Dover. The rezoning will positively impact the fiscal resources of the City by rezoning the properties to accommodate the highest and best uses of those properties, given the affected area.

The recommendation of the Planning Board relative to whether the proposed amendment should be adopted or rejected, and any recommendations for modifications to the proposed amendment.

The Planning Board approved the amendments by a vote of 8 to 1 and hereby submits them to the City Council for ratification.



City of Dover, New Hampshire ZONING AMENDMENT APPLICATION

RECEIVED
[Revision Date: February 13, 2013]
Planning Office

Office Use Only

File #:

P16-06

Date Received:

MAR 17 2016

Amount Paid:

Time Received:

Dover, New Hampshire

APPLICANT INFORMATION

Name of Applicant: Scott Mitchell Real Estate, LLC

Address of Applicant: 321D Lafayette Road, Hampton, NH 03242

Telephone # (603) 926-7770

Email Address scott@tropicstardevelopment.com

DESCRIPTION OF PROPOSED AMENDMENT

Amendment will rezone four properties on or near the southeasterly corner of Glenwood
Avenue and Central Avenue to B-3 (Thoroughfare Business Zoning District)

AREA REZONING INFORMATION

Assessor's Map and Lot #s of all properties within the area proposed to be rezoned:

Map	Lot(s)
37	35-0-0
37	36-0-0
37	37-0-0
37	38-0-0

Current Zoning District(s) See attached Size of Area: 5.38 AC (in total)

Existing Use(s) Within Area: Properties on Central Avenue-Office; Property on Glenwood-Residential

Proposed Zoning District(s) B-3 Proposed Use of Area: Retail/Commercial

ORDINANCE AMENDMENT INFORMATION

Article# 170 Section(s) # 8 Section Title(s) Zoning Map

Current Provision(s) Language See attached for existing zoning of properties.

Proposed Provision(s) Language See attached for proposed zoning of properties.

In a separate narrative, please describe how your proposed amendment(s) addresses the following elements:

- The purpose and intent of the amendment;
- Consistency with RSA 674:17;
- Consistency with Dover's Master Plan;
- Consistency with other plans, studies, or technical reports prepared by, or for, the Planning Board and the City;
- Effect on the City's municipal services and capital facilities as described in the Capital Improvements Program;
- Effect on the natural, environment, and historical resources of the City;
- Effect on neighborhood including the extent to which nonconformities will be created or eliminated; and
- Effect on the City's economy and fiscal resources.

REQUIRED ATTACHMENTS

Fifteen (15) hard copies and one digital copy of the following:

- This application;
- A properly drafted ordinance containing the amendment in a form meeting the requirements of the City Clerk (please see attached for example);
- A statement of the purposes and intent of the proposed amendment
- For zoning map amendments:
 - A map showing the existing zoning districts of the area to be rezoned and the proposed changes to these districts;
 - The names, addresses, and telephone numbers of those submitting the petition and of any agents or representatives of the same;
 - A list and address labels including the name, address, and tax map number of each property owner of the area proposed for rezoning and each property owner within one hundred (100) feet of the subject area. The list shall be current within ten (10) days of submittal;
 - A non-refundable fee of eight dollars (\$8.00) per property owners and abutter required to be notified included on the lists of properties;
- A non-refundable fee of one hundred fifty dollars (\$150.00) to cover the cost of staff review and processing of the amendment;
- A non-refundable fee of eighty dollars (\$80.00) to cover the cost of the newspaper notice; and
- For district or citywide zoning map amendments, or for zoning ordinance text amendments, please contact the Planning Department for cost of mailing and abutter notice requirements.

SIGNATURE OF APPLICANT(S)

I /We hereby submit this application to the City of Dover Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Applicant: See attached Date: _____

Signature of Applicant: _____ Date: _____

City of Dover, New Hampshire REZONING APPLICATION (Addendum)

The following information is supplied for each property in this rezoning application:

824 Central Avenue

Property Owner: Judith T. Spang, Trustee
Owner Address: Judith T. Spang Revocable Trust of 2003
55 Wiswall Road
Durham, New Hampshire 03824
Assessor's Map #: 37-35-0-0
Current Zoning District: O - Office District
Size of Parcel: .7 Acres
Existing Use: Professional office

826 Central Avenue

Property Owner: 826 Central Avenue, LLC
Owner Address: P.O. Box 343
Lafayette, Colorado 80026
Assessor's Map #: 37-36-0-0
Current Zoning District: O- Office District
Size of Parcel: .585 Acres
Existing Use: Office

828 Central Avenue

Property Owner: Parkstone Properties, Inc.
Owner Address: 4 Bulough Park
Newton, Massachusetts 02160

Assessor's Map #: 37-37-0-0
Current Zoning District: O - Office District
Size of Parcel: .82 Acres
Existing Use: Professional office

8 Glenwood Avenue

Property Owner: Charles Banaian
Owner Address: 8 Glenwood Avenue
Dover, New Hampshire 03820
Assessor's Map #: 37-38-0-0
Current Zoning District: R-12 Medium Density Residential District
Size of Parcel: 3.279 Acres
Existing Use: Single family home



REZONING INFORMATION

Scott Mitchell Real Estate, LLC, proposes to rezone the properties identified above, to the Thoroughfare Business (B-3) Zoning District. As set forth above, the three properties fronting on Central Avenue are zoned in the Office (O) Zoning District, while the 8 Glenwood Avenue property is zoned in the Medium Density Residential (R-12) Zoning District.

Purposes and Intent of Amendment: The purpose of the rezoning application is to enable the applicant to develop the four parcels in a manner more in keeping the existing Central Avenue corridor/neighborhood. Specifically, with the rezoning, the four parcels could be developed to house a bank, professional offices, retail and restaurant uses. With the rezoning, the following requirements, pursuant to RSA 674:17, are achieved:

- Promotion of health and the general welfare through enhancement of the commercial tax base of the City.
- Reduction of congestion in the streets through careful planning of access points into the parcels, which will be merged, and elimination of separate driveways for each parcel.

- Provision of light and air and the prevention of overcrowding of the land, through master planning of the parcels, as merged, including appropriate open space, landscaping and buffering, as part of a master plan for the development of the parcels.

Impacts on economy, fiscal resources, environment, natural and historical resources, municipal services, capital facilities and neighborhoods: The amendment will have a positive impact on the economy of the City, while not creating any material burden on municipal services, capital facilities or any natural or historic resources in Dover. The rezoning will positively impact the fiscal resources of the City by rezoning the properties to accommodate the highest and best uses of those properties, given the affected area. The rezoning also brings the properties more in line with the manner in which this portion of Central Avenue has been developed. The area to be rezoned is adjacent to the Walgreen's Pharmacy development and across the street from the Shaws Plaza and the Hannaford/Natural Pharmacy/Papa Gino's developments. In fact, the rezoning simply represents an extension of the existing B-3 Zoning District. Through thoughtful layout of the buildings, reasonable landscaping, preservation of existing trees where possible, and the establishment of fencing and vegetative buffers, the area in question can be developed in a manner which is complementary to Central Avenue while protecting the residential neighborhood on Crescent Avenue. The applicant is not aware of any non-conformities which will be created, once the rezoning is accomplished and the properties are developed as intended.

Master Plan Consistency. The City's master plan espouses a vision for an increase in the City's commercial tax base through economic development, especially on properties already used commercially. See Vision Element 8. As noted above, the rezoning of the properties in this application will accommodate the highest and best uses of those properties, given the affected area. This will represent an improvement, in terms of commercial tax base, over the current uses of the properties. Also, as noted above, the properties, as combined, offer an opportunity to develop the land with higher quality commercial uses, while providing for the reservation of areas of open space and landscaping to protect the nearby residential neighborhood on Crescent Avenue. This is consistent with the Master Plan vision of protecting the residentially zoned areas in the City from unreasonable encroachment by commercial uses. Not all commercially-zoned properties in the City feature enough size and depth to be developed commercially with appropriate separation from residentially-zoned areas. Finally, the rezoning does not represent the expansion of commercially zoned properties outside of what is thought as the urban growth area of the City into its rural areas. See February 24, 2015 Land Use Analysis, LU 2.1. It is in an area within or adjacent to land designated as "Retail Corridor" in the Master Plan Future Land use Map. The rezoning is perfectly consistent with the other uses along Central Avenue to the west and across both streets. While the rezoning does include one parcel which is occupied by and zoned for residential use, the parcel location lines up, in terms of depth, with the depth of other commercial uses fronting on Central Avenue, and provides sufficient land to buffer residential uses on Crescent Avenue from the proposed development of the properties.

Respectfully submitted:

SCOTT MITCHELL REAL ESTATE, LLC

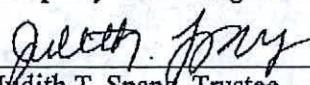
By: 

Richard V. Nichols (Print Name)

Attorney at Law (Title)

Duly authorized

Property Owner Signatures:


Judith T. Spang, Trustee

826 Central Avenue, LLC

(Print Name)

(Title)

Duly authorized

Parkstone Properties, Inc.

(Print Name)

(Title)

Duly authorized

Charles Banaian

Property Owner Signatures:

Judith T. Spang, Trustee

826 Central Avenue, LLC

(Print Name)

(Title)

Duly authorized

Joseph Tischler
Parkstone Properties, Inc.

JOSEPH TISCHLER (Print Name)

PRESIDENT (Title)

Duly authorized

Charles Banaian

Property Owner Signatures:

Judith T. Spang, Trustee

Heather S. Clements, member

826 Central Avenue, LLC

Heather S. Clements (Print Name)

member (Title)

Duly authorized

Parkstone Properties, Inc.

(Print Name)

(Title)

Duly authorized

Charles Banaian

Property Owner Signatures:

Joshua L. Spang, Trustee

126 Central Avenue, LLC

(Print Name)

(Title)

Duly authorized

Parkstone Properties, Inc.

(Print Name)

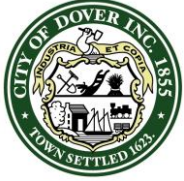
(Title)

Duly authorized

Alfred M. Silva Mascato

Charles Baranovich

Executive for Charles Baranovich



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P16-06

Application Type:	Citizen Petition for Rezoning
Applicant(s):	Scott Mitchell Real Estate, LLC
Owner(s):	Multiple (See attached application)
Location:	Central Ave and Glenwood Ave (Assessor's Map 37, Lots 35, 36, 37, 38)
Meeting Date:	May 24 2016

INTENT: A request by a citizen proposes to rezone four (4) parcels that total approximately 5.38 acres from Office (O) and Medium Density Residential (R-12) to Thoroughfare Business District (B-3).

LOTS/UNITS PROPOSED: None at this time

AGENDA ITEM #: 3-A

ACREAGE: 5.38 acres

ZONING DISTRICT: Office (O) and Medium Density Residential (R-12)

EXISTING LAND USE: Office, residential, and vacant

PROPOSED LAND USE: Commercial and other uses permitted in the Thoroughfare Business District (B-3)

SURROUNDING LAND USE: Residential, office, and vacant

ZBA ACTION:

Lot 35:

H82-17: Variance granted to have professional offices in a residential zone on August 19, 1982

H84-36: Variance granted to move the existing building and garage to the rear of the lot and construct a new office building at the front of the lot on June 21, 1984

Z01-2: Variance granted to install a 12 sq. ft. freestanding sign with the condition that there will be no additional signage on the property that would otherwise be allowed on March 15, 2001

Lot 36

Z00-16: Variance granted to allow a 12 sq. ft. freestanding sign with the condition that it be at least 10 feet from sidewalk and that no additional signs to be permitted on the property on June 15, 2000

Lot 37

Z94-22: Variance granted to allow a 12 sq. ft. freestanding sign and to increase the overall sq. ft. to 36 sq. ft. on October 20, 1994.

H87-47: Variance granted to allow one sign to be 8 sq. ft. and one sign to be 40 sq. ft. on September 17, 1987.

H70-7: Exception denied to rezone lot to commercial from residential

Z94-15: Variance denied to erect a second freestanding sign

ATTACHMENTS: Bring material from 3/22/16 and 4/26/16 meeting

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices were sent by first class mail for the April 26th meeting

Summary of Request and Background

The applicant is requesting to rezone four parcels on Glenwood and Central Aves from Office (O) and Medium Density Residential (R-12) to Thoroughfare Business District (B-3).

The process for handling the petitioned amendment is outlined in Chapter 170-53-C-3. On March 22, 2016, the Planning Board voted to post the citizen petition and hold a public hearing. A public hearing was held on April 26th and then tabled so that the applicant could provide additional materials to the Planning Board.

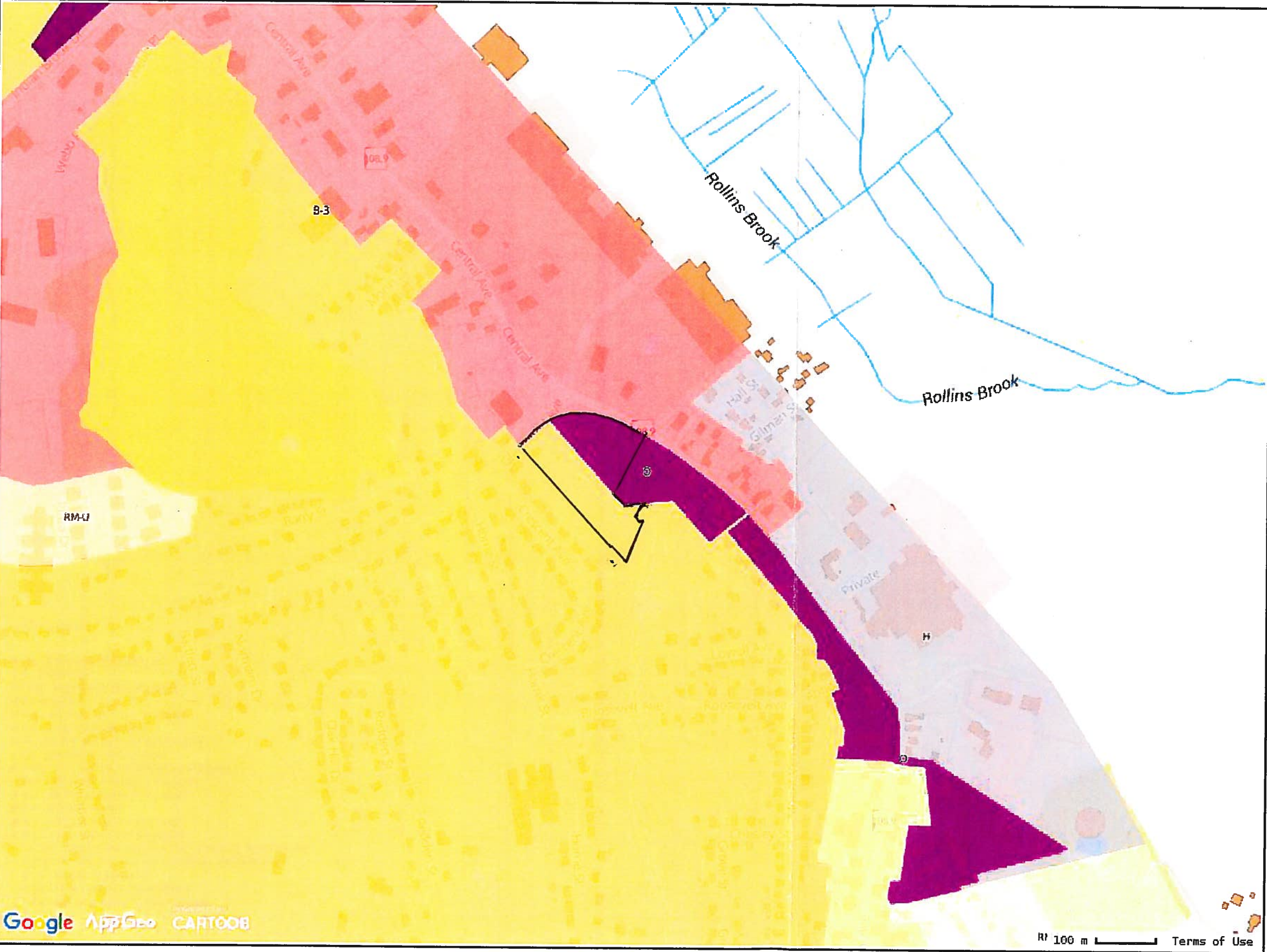
Accompanying this memo are three plans. Two are provided by the developer (a concept residential subdivision, the concept site plan showing neighboring residential). One is from the City (showing distances from the residential to the property lines).

STAFF RECOMMENDATION:

The Planning Board should remove the item from the table, re-open the public hearing, allow the applicant to present any new material rezoning request, receive input from abutters, and make a recommendation to the City Council.

Should the Board seek to forward the amendment to the Council, staff recommends adding the following language, as a footnote to the setback table:

“A vegetated buffer of no less than fifty feet (50') must be established and maintained along the B-3/R-12 zoning boundary abutting the southern property line of the Tax Assessor's Map 37, Lot 38. The buffer must be populated with existing vegetation, where available, and where existing vegetation is not available or not adequate, the buffer shall be improved to provide visual screening on a year-round basis for the benefit of the residential uses abutting the B-3 Zoning District. The buffer may feature new landscaping vegetation and materials, berms, fences, walls and other screening techniques, with a preference toward preserving existing healthy trees, where feasible. Buildings, impervious surfaces, mechanical equipment, parking and storage and display of goods and materials are prohibited in the buffer. Following installation, the buffer must be adequately maintained by the owner(s) of Tax Assessor's Map 37, Lot 38.”



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.



May 17, 2016

Scale: 1" = 40'

Future Land Use Map City of Dover, NH

- Municipal Boundary
- Lot Lines
- Streams
- Water Features
- Permanently Protected Tracts
- Local Highways & Roads
- State
- Local
- Private
- Not Maintained

0 0.25 0.5 1 Mile

Data Sources:

City of Dover Assessor's Office Parcel Data
GRANIT Conservation & Public Lands Datalayer (level of protection)
NHDOT Aerial Photography ~ 2010

- Downtown:**
- The majority of future development should be located in or near downtown
 - Continue to encourage in-fill and mixed-use development within a 1/2 mile or so of the downtown core

- Waterfront Area:**
- Potential for a major mixed-use development on the city's former public works site on the river
 - The development effort has the potential to complement other redevelopment efforts in the downtown while providing greater access to the river

- Advanced Manufacturing Cluster:**
- Encourage higher densities in the existing industrial and business parks
 - Promote a wide range of uses that mix office, retail, distribution and fabrication activities

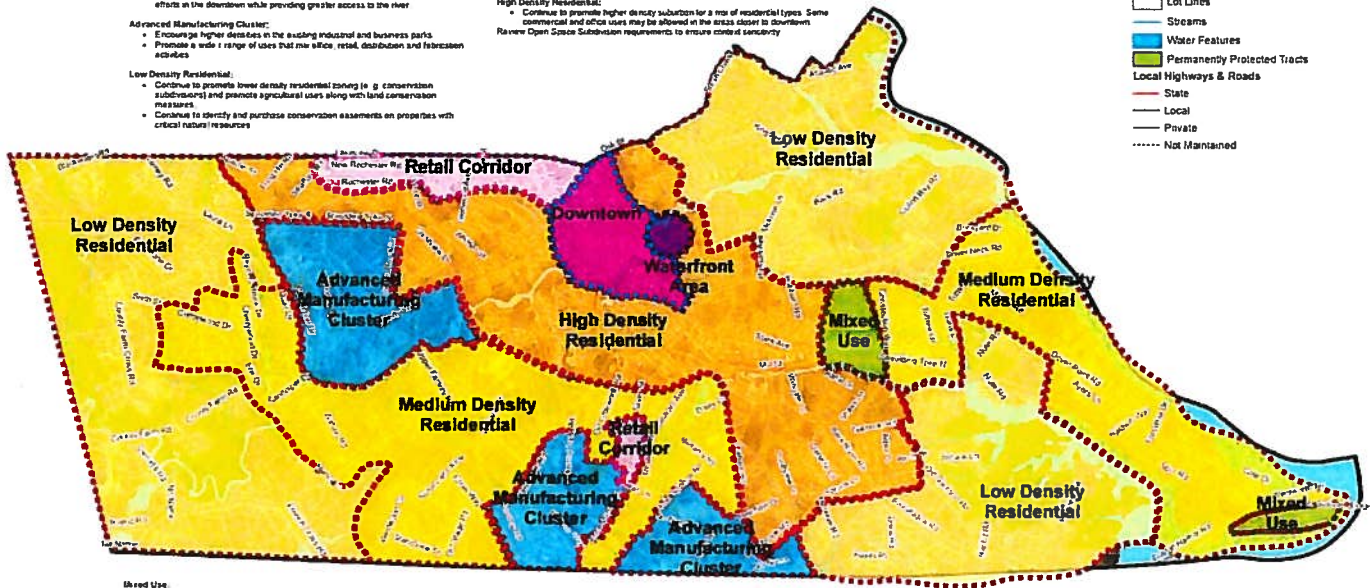
- Low Density Residential:**
- Continue to promote lower density residential zoning (e.g. conservation subdivisions) and promote agricultural uses along with land conservation measures
 - Continue to identify and purchase conservation easements on properties with critical natural resources

- Medium Density Residential:**
- Encourage residential development at a moderate density on smaller lots served by municipal water and sewer. Many of these areas already have established neighborhoods
 - Continue to identify and purchase conservation easements on properties with critical natural resources
 - Review Open Space Subdivision requirements to promote usage of that development technique

- High Density Residential:**
- Continue to promote higher density suburban for a mix of residential types. Some commercial and office uses may be allowed in the areas closer to downtown
 - Review Open Space Subdivision requirements to ensure context sensitivity

- Mixed Use:**
- Encourage a mix of residential and commercial uses that are compatible with each other in areas outside of the downtown area

- Retail Corridor:**
- Continue to promote retail and commercial development along highway corridors and encourage interrelationship with more attractive buildings and parking areas that contain green drainage infrastructure and landscaping

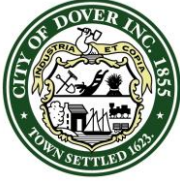


Jarvis, Patricia A.

From: Uchida, Richard Y.
Sent: Tuesday, May 24, 2016 9:13 AM
To: Jarvis, Patricia A.
Subject: FW: map

Please print in color at 8 ½ x 11. Provide me with one copy and I will explain what I need from there.





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2016.06.22 – 087**
Resolution Re: Reprogram Unexpended Bond Proceeds for General Street Improvements and award of B16070 Hot Bituminous Paving –Asphalt Laid in Place

WHEREAS: The Sealed Request for Bid #B16070 was requested and received for Hot Bituminous paving (asphalt) laid in place on June 1, 2016 at 11:00 AM. The bid requested unit pricing on various scopes of services and products for paving various streets; and

WHEREAS: Two bids were received with the low bid being submitted by Pike Industries, Inc in the total base amount of \$1,553,690. The City also requested and received alternate pricing for (Alt A) County Farm Cross Rd-Sixth St to Court House in the amount of \$399,680 and (Alt B) Varney Rd-Long Hill Rd to the City line in the amount of \$316,407. It is the recommendation to award to Pine Industries Inc at the per item rates as outlined in the results page in the remaining amount of \$936,934.42; and

WHEREAS: Based on completed street reconstruction projects Tolend, Lisa Beth and Pineview/Pearson, there are unexpended bond proceeds that can be reprogrammed to general street improvements.

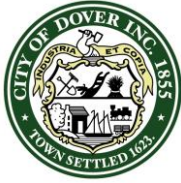
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$936,934.42 of unexpended bond proceeds is hereby reprogrammed from Tolend Road Reconstruction project, Pineview & Pearson Reconstruction project, and Lisa Beth Drive Reconstruction project to General Street Improvements as follows:

AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Pike Industries Inc for laid in place asphalt paving services given the per unit rates provided in conjunction with B16070 for the remaining amount of \$936,934.42. 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.

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4014.1.300.43121.4751.03142.14	Tolend Rd Reconstruction	71,360.51	(71,360.51)	0.00
4014.1.300.43121.4751.03121.14	General Street Improvements	0.00	71,360.51	71,360.51
4012.1.300.43121.4751.03147.12	Pineview & Pearson Reconstruction	335,340.84	(335,340.84)	0.00
4012.1.300.43121.4751.03121.12	General Street Improvements	0.00	335,340.84	335,340.84
4014.1.300.43121.4751.03148.14	Lisa Beth Drive Reconstruction	530,233.07	(530,233.07)	0.00
4014.1.300.43121.4751.03121.14	General Street Improvements	0.00	530,233.07	530,233.07
	Total Available Funding	936,934.42		936,934.42

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2016.06.22 – 087**
Resolution Re: Reprogram Unexpended Bond Proceeds for General Street
Improvements and award of B16070 Hot Bituminous
Paving –Asphalt Laid in Place

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

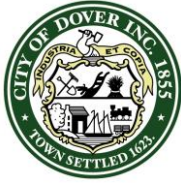
DOCUMENT HISTORY:

First Reading Date: 06/22/2016
Approved Date:

Public Hearing Date: 07/13/2016
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#: 12.C.1.

Resolution Number: **R - 2016.06.22 – 087**
Resolution Re: Reprogram Unexpended Bond Proceeds for General Street Improvements and award of B16070 Hot Bituminous Paving –Asphalt Laid in Place

RESOLUTION BACKGROUND MATERIAL:

The sealed request for bid B16070 was requested and received for Hot Bituminous paving (asphalt) laid in place on June 1, 2016 at 11:00 AM. Two bids were received with the low bid being submitted by Pike Industries Inc at the per item rates outlined in the results page. It is the recommendation to award to Pike Industries Inc in the remaining amount of \$936,934.42

Scope of work includes but is not limited to the overlays of streets as laid out in the street paving list. Typically, this involves cold planning along the curb line, creating cut in joints at intersections and driveways and finally tacking the road and paving. Adjusting utility frames and traffic control is also required.

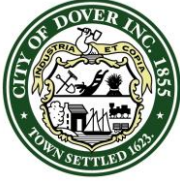
On January 26, 2011 the Dover City Council approved the FY12-FY17 six-year Capital Improvements Program (CIP), which included an appropriation in FY12 for Pineview & Pearson Reconstruction. On December 12, 2012 the Dover City Council approved the FY14-FY19 six-year Capital Improvements Program (CIP), which included an appropriation in FY14 for Tolend Road Reconstruction and Lisa Beth Drive Reconstruction. These three projects are completed and there are remaining unexpended bond proceeds that can be utilized on capital improvement projects.

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriations for the Tolend Road Reconstruction, Pineview & Pearson Reconstruction, and Lisa Beth Drive Reconstruction projects in the FY12 and FY14 CIPs. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing these projects. This resolution reprograms funding from these projects to General Street Improvements. General Street Improvements are an approved CIP project, which is contained annually in the City Council adopted CIP.

Bid Information:

Sealed Request for Bid #B16070 was requested and received for Hot Bituminous Paving (asphalt) laid in place on June 1, 2016 at 11:00 AM.

[B16070 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2016.07.13 – 96**

Resolution Re: Amendment to Fiscal Year 2017 Fee Schedule to adjust Cemetery Fees and Parking Fees

WHEREAS: The City Council adopted the FY2017 City of Dover Fee schedule on May 4, 2016, and:

WHEREAS: The Parking Manager identified omissions that occurred in the fee schedule for the Orchard Lot surface spaces, and processing fee for permits paid at meters, and;

WHEREAS: The Cemetery Board met mid-May 2016 and adopted recommended changes for Cemetery fees, and;

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

The City Council authorizes changes to the approved FY2017 Fee Schedule for Police Department Parking Fees, p. 9 as follows:

SERVICES	CURRENT FEE	PROPOSED FEE
Orchard Lot surface spaces	\$45.00	\$45.00
Processing Fee for Permits paid at Meters	\$ 0.00	\$ 1.00 per permit/month

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

The City Council authorizes changes to the approved FY2017 Fee Schedule for Community Services Department, Cemetery Division p. 18-19 , to reflect changes, as shown in the two page attachment to the resolution.

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF COUNCIL

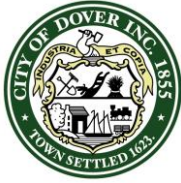
AUTHORIZATION

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#: 12.C.2.

Resolution Number: **R – 2016.07.13 – 96**

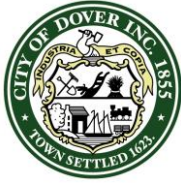
Resolution Re: Amendment to Fiscal Year 2017 Fee Schedule to adjust
Cemetery Fees and Parking Fees

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 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.2.

Resolution Number: **R – 2016.07.13 – 96**

Resolution Re: Amendment to Fiscal Year 2017 Fee Schedule to adjust
Cemetery Fees and Parking Fees

RESOLUTION BACKGROUND MATERIAL:

The City Council adopted the FY2017 City of Dover Fee Schedule on May 4, 2016, and the Parking Manager identified omissions that occurred in the Fee Schedule. The Orchard Lot surface spaces fee remains active and therefore should be reflected on the Fee Schedule at the current \$45.00 rate. There is no proposed increase for this fee. The proposal to add a \$1.00 fee per permit/month for credit card payments at parking meters for permit purchases is to cover processing fees incurred by the City from credit card processing company.

The Cemetery Board met mid-May 2016 and adopted and approved recommended changes for Cemetery fees after observing the fees for other municipal operated cemeteries and the need for an accommodation fee. Changes to the language which supported that need have also been added within the body of the fee schedule. An accommodation fee is a surcharge which allows one additional interment to be made in a grave that was originally intended for the use of one interment. This fee applies to graves that are re-opened for a second interment in any lot purchased prior to July 1, 1980 and after June 30, 2016. Lots purchased between July 1, 1980 and June 30, 2016 shall be exempt. Cemetery rules allow a maximum of one full (casket) and one cremation burial, or two cremation burials, per standard grave. This surcharge is in addition to the regular burial fees.

SERVICES	FY17 FEE	PROPOSED CHANGE	PROPOSED FY17 FEE	AUTHORIZATION	AUTHORIZING ENTITY	PURPOSE OF FEE	
COMMUNITY SERVICES DEPARTMENT							
CEMETERY							
SUMMER PRICING - INTERMENTS				The fees cover staff time and operational costs associated with the City Cemeteries. Fees have gone through			
Monday Through Friday							
Adult	\$600.00	\$100.00	\$700.00	Budget Resolution	City Council	Administrative and Operational Costs	
Infant	\$150.00	\$25.00	\$175.00	Budget Resolution	City Council		
Children	\$300.00	\$50.00	\$350.00	Budget Resolution	City Council		
Cremains (in ground burial)	\$300.00	\$50.00	\$350.00	Budget Resolution	City Council		
Niche opening & closing	\$200.00	\$50.00	\$250.00	Budget Resolution	City Council		
Welfare	\$150.00	\$25.00	\$175.00	Budget Resolution	City Council		
Saturday							
Adult	\$800.00	\$200.00	\$1,000.00	Budget Resolution	City Council		
Infant	\$250.00	\$50.00	\$300.00	Budget Resolution	City Council		
Children	\$500.00	\$100.00	\$600.00	Budget Resolution	City Council		
Cremains (in ground burial)	\$500.00	\$100.00	\$600.00	Budget Resolution	City Council		
Niche opening & closing	\$400.00	\$200.00	\$600.00	Budget Resolution	City Council		
Welfare	Not permitted		Not permitted	Budget Resolution	City Council		
Sunday / Holiday							
Adult	\$1,100.00	\$200.00	\$1,300.00	Budget Resolution	City Council		
Infant	\$400.00	\$50.00	\$450.00	Budget Resolution	City Council		
Children	\$800.00	\$100.00	\$900.00	Budget Resolution	City Council		
Cremains (in ground burial)	\$800.00	\$100.00	\$900.00	Budget Resolution	City Council		
Niche opening & closing	\$600.00	\$300.00	\$900.00	Budget Resolution	City Council		
Welfare	Not permitted		Not permitted	Budget Resolution	City Council		
WINTER PRICING - INTERMENTS							
Monday Through Friday							
Adult	\$850.00	\$150.00	\$1,000.00	Budget Resolution	City Council		
Infant	\$200.00	\$50.00	\$250.00	Budget Resolution	City Council		
Children	\$400.00	\$100.00	\$500.00	Budget Resolution	City Council		
Cremains (in ground burial)	\$400.00	\$100.00	\$500.00	Budget Resolution	City Council		
Niche opening & closing	\$300.00	\$100.00	\$400.00	Budget Resolution	City Council		
Welfare	Not permitted		Not permitted	Budget Resolution	City Council		
Saturday							
Adult	\$1,050.00	\$300.00	\$1,350.00	Budget Resolution	City Council		
Infant	\$300.00	\$100.00	\$400.00	Budget Resolution	City Council		
Children	\$600.00	\$200.00	\$800.00	Budget Resolution	City Council		
Cremains (in ground burial)	\$600.00	\$200.00	\$800.00	Budget Resolution	City Council		
Niche opening & closing	\$600.00	\$200.00	\$800.00	Budget Resolution	City Council		
Welfare	Not permitted		Not permitted	Budget Resolution	City Council		
Sunday / Holiday							
Adult	\$1,350.00	\$300.00	\$1,650.00	Budget Resolution	City Council		
Infant	\$450.00	\$100.00	\$550.00	Budget Resolution	City Council		
Children	\$900.00	\$200.00	\$1,100.00	Budget Resolution	City Council		
Cremains (in ground burial)	\$900.00	\$200.00	\$1,100.00	Budget Resolution	City Council		
Niche opening & closing	\$900.00	\$200.00	\$1,100.00	Budget Resolution	City Council		
Welfare	Not permitted		Not permitted	Budget Resolution	City Council		
DISINTERMENTS							
Monday Through Friday Only							
Summer Pricing							
Reburial in Pine Hill Cemetery	\$1,450.00	\$150.00	\$1,600.00	Budget Resolution	City Council	Administrative and Operational Costs	
Going out of Pine Hill Cemetery	\$800.00	\$100.00	\$900.00	Budget Resolution	City Council		
Reburial in Pine Hill Cemetery Cremation	\$950.00	\$150.00	\$800.00	Budget Resolution	City Council		
Going out of Pine Hill Cemetery Cremation	\$550.00	\$100.00	\$450.00	Budget Resolution	City Council		

COMMUNITY SERVICES DEPARTMENT

SERVICES	FY17 FEE	PROPOSED CHANGE	PROPOSED FY17 FEE	AUTHORIZATION	AUTHORIZING ENTITY	PURPOSE OF FEE
Winter Pricing						Administrative and Operational Costs
Reburial in Pine Hill Cemetery	\$1,900.00	\$400.00	\$2,300.00	Budget Resolution	City Council	
Going out of Pine Hill Cemetery	\$1,100.00	\$200.00	\$1,300.00	Budget Resolution	City Council	
Reburial in Pine Hill Cemetery Cremation	\$700.00	\$300.00	\$1,000.00	Budget Resolution	City Council	
Going out of Pine Hill Cemetery Cremation	\$400.00	\$150.00	\$550.00	Budget Resolution	City Council	
SALE OF GRAVES						
(Prices Indlude Perpetual Care)						
Standard Resident	\$650.00	\$50.00	\$700.00	Budget Resolution	City Council	
Standard Non-Resident	\$650.00	\$150.00	\$800.00	Budget Resolution	City Council	
Cremation space resident (in ground)	\$300.00	\$50.00	\$350.00	Budget Resolution	City Council	
Cremation space non-resident (in ground)	\$300.00	\$100.00	\$400.00	Budget Resolution	City Council	
COLUMBARIUM NICHE SALES (accomodates 2 urns)						
(Prices Indlude Perpetual Care)						
Top Row Resident	\$1,200.00		\$1,200.00	Budget Resolution	City Council	
Top Row non-resident	\$1,200.00	\$100.00	\$1,300.00	Budget Resolution	City Council	
2nd Row from top resident	\$1,100.00		\$1,100.00	Budget Resolution	City Council	
2nd Row from top non-resident	\$1,100.00	\$100.00	\$1,200.00	Budget Resolution	City Council	
3rd Row from top resident	\$1,000.00		\$1,000.00	Budget Resolution	City Council	
3rd row from top non-resident	\$1,000.00	\$100.00	\$1,200.00	Budget Resolution	City Council	
4th Row from top resident	\$900.00		\$900.00	Budget Resolution	City Council	
4th Row from top non-resident	\$900.00	\$100.00	\$1,000.00	Budget Resolution	City Council	
FOUNDATIONS						
Monument (Per cubic foot)	\$15.00/cf		\$15.00/cf	Budget Resolution	City Council	
Marker (2 ft. long or less)	\$100.00		\$100.00	Budget Resolution	City Council	
Veteran Marker	\$100.00		\$100.00	Budget Resolution	City Council	
Double Marker (over 2 ft long)	\$15.00/cf		\$15.00/cf	Budget Resolution	City Council	
Pre-need Collar	\$30.00		\$30.00	Budget Resolution	City Council	
Set of 2 cement pads	\$100.00		\$100.00	Budget Resolution	City Council	
Corner Post (each)	\$25.00		\$25.00	Budget Resolution	City Council	
MISCELLANEOUS CHARGES						
Scattering ashes	\$30.00	\$40.00	\$70.00	Budget Resolution	City Council	
Late Charge (For Cremation Burials Funerals After 3 PM)	\$55.00/hour extra	\$5.00	\$60.00	Budget Resolution	City Council	
Late Charge (For Full Burials After 3 PM)	\$110.00/hr extra	\$10.00	\$120.00	Budget Resolution	City Council	
Annual Care Charge (Per Grave)	\$11.00		\$11.00	Budget Resolution	City Council	
Accomodation Fee (Second Interment Right)		\$150.00	\$150.00	Budget Resolution	City Council	
ENGINEERING						
Septic System Review	\$50.00 each		\$50.00 each	Chapter 147-3.A.1	City Council	
Paving License	\$20.00 each		\$20.00 each	Chapter 92-7.b	City Council	
Private Construction Inspection	\$75.00 Hr		\$75.00 Hr	Chapter 149-12 (P158 27)	City Council	
Digging Bond Inspection Fee (non-refundable)	\$100 Per Trench Digging Inspection Fee (non-refundable)		\$100 Per Trench Digging Inspection Fee (non-refundable)	Chapter 149-12 (P158 27)	City Council	
Driveway Permits	\$75.00		\$75.00	Chapter 92-5	City Council	
Digging Bond (refundable)	\$7.00 per sq. ft.; Minimum: \$300.00		\$7.00 per sq. ft.; Minimum: \$300.00	Chapter 155-14 & 25	City Council	
Letter of Credit (refundable)	Varies with projects		Varies with projects	Chapter 155-26	City Council	
Maintenance Guarantee (refundable - 2 yrs.)	2% of project estimate		2% of project estimate	Chapter 155-26	City Council	



**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: Children's Museum of New Hampshire
Federal Tax ID number for Organization: 02-0363746

Check (☒) Nature of Organization:

Religious _____, Educational ☒, Charitable ☒, Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) non-profit educational museum

Contact Person: Jane Bard Day Time Telephone: 603 742-2002
Address: 6 Washington Street Dover Email: jbard@childrens-museum.org
Purpose of Permit: hosting the Dover Mini Maker Faire
Date of Event: 8/27/16 Specific Time: 10am - 4pm
Location of Event: in Museum and in Henry Law Park

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

Block Party Location (attach map if more than one street is affected): Henry Law Park - Museum - no street closures
Police Department Block Party Approval Signature: _____
Printed Name: Sgt. Mark Speidel, Traffic Bureau

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

SIGNATURE OF APPLICANT: Jane Bard DATE: 7/7/16
(duly authorized)

PRINTED NAME: Jane Bard

Licensing Board Approval (Signature) Date: 7/19/16



**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: FRIENDS OF FLORENCE STREET

Federal Tax ID number for Organization: NOT APPLICABLE

Check (☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____
(Describe) _____

Contact Person: JACK CALABRESE Day Time Telephone: 347-583-1749

Address: 20 FLORENCE ST Email JOHN.CALABRESE@COMCAST.NET

Purpose of Permit: NEIGHBORHOOD BLOCK PARTY

Date of Event: JULY 30TH Specific Time: 12-6

Location of Event: FLORENCE STREET

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

Block Party Location (attach map if more than one street is affected): LOWER FLORENCE ST.

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Mark Seidel, Traffic Bureau

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

SIGNATURE OF APPLICANT: _____ DATE: _____

(duly authorized)

PRINTED NAME: _____

Licensing Board Approval _____

AP

Date: 7/19/16



**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: Annunciation Greek Orthodox Church

Federal Tax ID number for Organization: 020229870

Check (☒) Nature of Organization:

Religious ☒, Educational _____, Charitable _____, Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) Sunday School Raffle during Greek Festival

Contact Person: Sandy Lazarus Day Time Telephone: 603 343 1490

Address: 33 Cordiero Dr Dover Email: SandyLat - 2000@yahoo.com

Purpose of Permit: raise money for Sunday School program

Date of Event: 2-3 Sept 2016 Specific Time: 11am - 10pm

Location of Event: 219 Long Hill Road Dover, NH 03820

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

Prize (s) To Be Awarded: gift certificates, crafts, baskets

Cost of Ticket: \$1 \$5 for 6 Date of Drawing: 3 Sept 2016

Place of Drawing: 219 Long Hill Road Dover, N.H.

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: Sandy Lazarus

DATE: 8 July 2016

PRINTED NAME: Sandy Lazarus

Licensing Board Approval [Signature]

DATE: 7/7/16

Date: 7/7/16



APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

RAFFLE*.....TAG*.....PARADE**..... BLOCK PARTY**..... ROAD TOLL***.....

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

Organization Name: Dover Youth Football

Federal Tax ID number for Organization: 20-1507167

Nature of Organization: Religious, Educational, Charitable, Civic, Sports, Veterans, Fraternal or Political

Contact Person: Jen York Day Time Telephone: 498-8740

Address: 19 Reyners Brook Email Address: cjyork@comcast.net

Purpose of Permit: Tagging

Date of Event: 9/22, 9/23, 9/24 Specific Time: 9/22-9/23 4pm-8pm

Location of Event: Local stores 9/24 9am-1pm

(Raffle Permit only)

Prize (s) To Be Awarded: _____

Amount of Donation: _____ Date of Drawing: _____ Specific Time: _____

Place of Drawing: _____

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

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

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

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 same.

Signature: Jennifer York Date: 7/6/2016

Licensing Board approval [Signature] Date: 7/8/16

Revised 03/17/08

is already working with mom



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

PARADE** ☒, ROAD TOLL*** ☐

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

Organization Name: Portsmouth Christian Academy
Federal Tax ID number for Organization: 020465448

Check(✓) Nature of Organization:

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

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

Contact Person: Gretchen Nobles Day Time Telephone: 742-3617 x117

Address: 20 Seaboard Drive Email: gnobles@pcaschool.org

Date of Event: Sept. 9, 2016 Specific Time: 9:30am - 12pm

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

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

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

Police Department Parade Route Approval Signature: _____

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

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

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

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

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

SIGNATURE OF APPLICANT: Gretchen Nobles DATE: 7/13/16

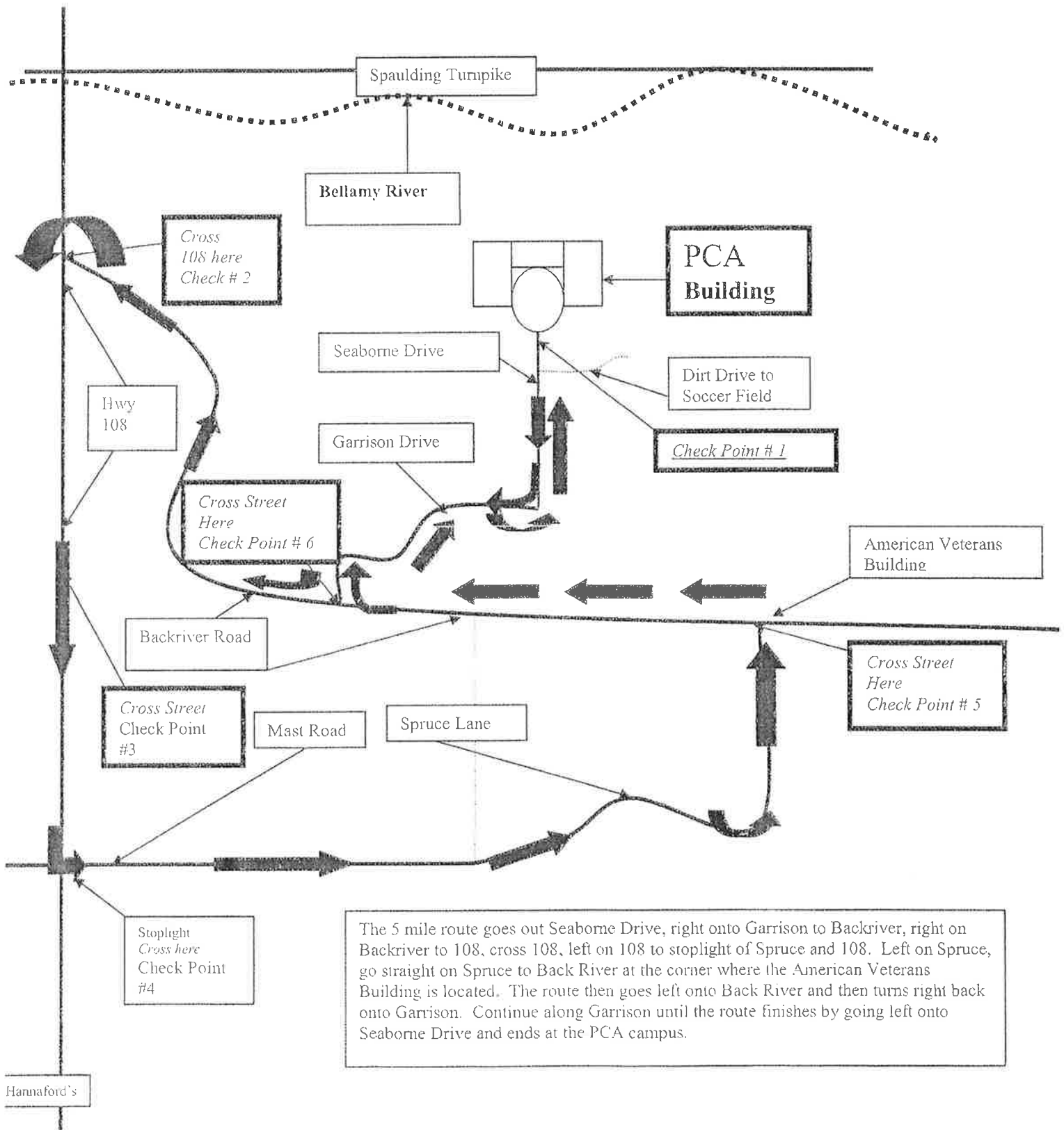
(duly authorized)

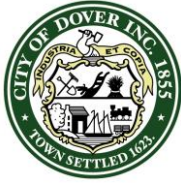
PRINTED NAME: GRETCHEN NOBLES

Licensing Board Approval [Signature] Date: 7/19/16

*Portsmouth Christian Academy at Dover
McGuinness Walk Route
September 9, 2016*

Rev 7/13/16





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2016.07.27 - 097**
Resolution Re: Books & Media Purchases

- WHEREAS: The City of Dover NH Public Library is a member of the New Hampshire State Library's Book Purchasing Co-Op; and,
- WHEREAS: The State Library has identified Baker & Taylor as the book wholesaler most advantageous in terms of services and pricing for various children's and adult's books, tapes, CD's and DVD's; and
- WHEREAS: The City can take advantage of the substantial savings realized by using Baker and Taylor as their book jobber.

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

Per 3-37B, Exceptions to Competitive Bidding, of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing through the state of New Hampshire or at state bid prices.

The Purchasing Agent is hereby authorized to issue a purchase order to Baker and Taylor of Philadelphia PA for continued book, tape, CD and DVD purchases. The amount of this authorization shall be limited so as to not exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.390.45500.4748.00000	books and publications	104,772	104,772

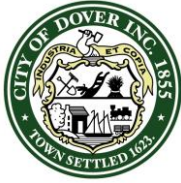
AUTHORIZATION

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.

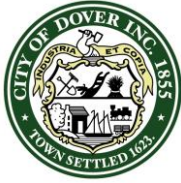
Resolution Number: **R – 2016.07.27 - 097**
Resolution Re: Books & Media Purchases

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 – 2016.07.27 - 097**
Resolution Re: Books & Media Purchases

RESOLUTION BACKGROUND MATERIAL:

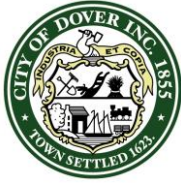
The City of Dover has continued to use a book jobber originally identified a number of years ago by the NH State Library, to provide various types and large quantities of books and other medial materials as needed. The City of Dover receives the same pricing schedule as other members of this Co-Op organization.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	NA
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	As contracted	Estimated Delivery:	As needed
Recommended Award to:	Baker & Taylor, Inc	Fund:	Various
Other Approvals Required:	State of NH	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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2016.07.27 - 098**

Resolution Re: Award of Phase I B14074 Professional Engineering Services
for Water Systems Facility Upgrades Additional Scope

WHEREAS: A sealed Request for Qualifications (RFQ) B14074 was issued and received for Professional Engineering Services for Water Systems Facility Upgrades on July 9, 2014 at 11:00 am; and

WHEREAS: Four firms replied and interviews were conducted on August 3, 2014 with representatives from all four firms. The evaluating committee recommended award to Underwood Engineers of Portsmouth as the top ranked firm for this project. Negotiations for costs began and a mutually satisfactory rate not to exceed \$50,900 was reached for Preliminary Design services. Award was approved by City Council on November 12, 2014; and

WHEREAS: The City moved forward with Phase I of the design services and awarded a scope of work and costs totaling \$605,000 to Underwood Engineers via council approved resolution R-2015.04.08; and

WHEREAS: Construction documents were solicited and received and Underwood Engineers has now submitted a proposal for the construction oversight services in the amount of \$957,100; and

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

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 Underwood Engineers of Portsmouth NH for Phase I design services in the amount not to exceed \$957,100. 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
5300.1.3000.43320.4725.03550.14	Water Systems Facility Upgrades	12,400,000	12,400,000

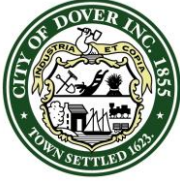
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

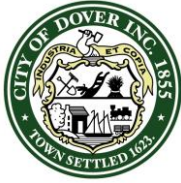
Resolution Number: **R – 2016.07.27 - 098**
Resolution Re: Award of Phase I B14074 Professional Engineering Services
for Water Systems Facility Upgrades Additional Scope

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 – 2016.07.27 - 098**
Resolution Re: Award of Phase I B14074 Professional Engineering Services
for Water Systems Facility Upgrades Additional Scope

RESOLUTION BACKGROUND MATERIAL:

The City of Dover's Community Services Department, Utilities Division requested the submission of Statements of Qualifications from full service engineering firms to provide services for water system facilities upgrades including but not limited to, eight wells and three water treatment facilities. Underwood Engineers was selected via council approval on November 12, 2014.

Underwood Engineers is offering a proposal in the amount of \$957,100 for construction oversight services as detailed below:

Construction Administration	Task 1	298,900.00
Special Inspections and Services	Task 1a	24,000.00
Resident Project Representative	Task 2	433,700.00
Start Up	Task 3	29,900.00
O&M Manuals	Task 4	34,500.00
Record Drawings	Task 5	33,300.00
SFR Funding Administration and compliance	Task 6	27,800.00
Geotechnical and Concrete testing allowance	Task 7	25,000.00
Design Services	Task 8	50,000.00

Bid Information:

B14074 Request for Qualifications for Professional Engineering Services for Water Systems Facility Upgrades

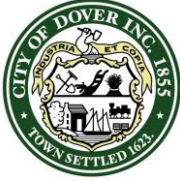
Award Information:

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 Mailed:	206	Number of Responses:	4
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	As needed
Recommended Award to:	Underwood Engineers	Fund:	CIP Water
Other Approvals Required:	State NH if using DWSRF	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

[B14074 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2016.07.27 – 099**
Resolution Re: B15020 Consultant Leighton Way Pump Station
Replacement Additional Scope of Work

- WHEREAS: A sealed request for proposals B15020 was solicited and received for design consulting services for the Leighton Way Pump Station replacement on December 17, 2014 @ 11:00am. A prebid meeting was conducted on December 2, 2014 with six vendors attending; and
- WHEREAS: Four Proposals were received and evaluated and short listed to two equally qualified vendors. Cost proposals were opened for the two top candidates and the proposal deemed most advantageous to the city was received from CMA Engineers in the amount not to exceed \$29,500. CMA was awarded project via council resolution R-2015.01.14; and
- WHEREAS: CMA has submitted a proposal for engineering services related to the construction phase in the amount of \$55,000.

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 the existing Purchase Order to CMA for engineering services at rates provided in the amount not to exceed \$55,000. 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
5320.1.300.43250.4741.04574.16	Leighton Way Pump Station	355,000	103,574

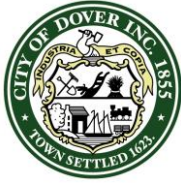
AUTHORIZATION

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.

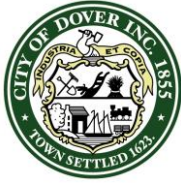
Resolution Number: **R – 2016.07.27 – 099**
Resolution Re: B15020 Consultant Leighton Way Pump Station
Replacement Additional Scope of Work

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor 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#: 13.A.8.

Resolution Number: **R – 2016.07.27 – 099**
Resolution Re: B15020 Consultant Leighton Way Pump Station
Replacement Additional Scope of Work

RESOLUTION BACKGROUND MATERIAL:

CMA will provide professional engineering services for the construction phase and contract administration in the amount of \$55,000.

Task I Contract Administration
Task II Shop drawing and Submittal Review
Task III Resident Engineering and Project Meetings
Task IV Project Documentation

Bid Information:

B15020 Design Consultant for Leighton Way Pump Station Replacement

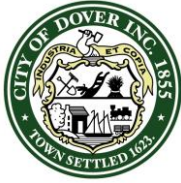
Award Information:

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 Mailed:	265	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	As needed
Recommended Award to:	CMA 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

[B15020 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2016.07.27 – 100**
Resolution Re: B16048 Design and Permitting Services at Bellamy Road
Culvert

WHEREAS: A Sealed Request for Qualifications B16048 was issued and received for design and permitting services for the Bellamy Road culvert and outfall on April 5, 2016 @ 11:00am, and;

WHEREAS: Eleven firms replied to the RFQ and submissions were evaluated by city staff and the city environmental consultant. The top ranking firm of Streamworks, PLLC was then requested to submit a scope of work and cost proposal. The evaluating team then negotiated a final scope of work and cost in the amount of \$31,330.00. It is the recommendation to award to Streamworks, PLLC in the amount of \$31,330.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Streamworks. PLLC of Madbury NH for culvert improvements at Bellamy Rd at rates provided in conjunction with proposal submitted under B16048. 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
1009.1.300.43155.4715.00000.93	Stormwater-Land Improvements	147,877	138,437

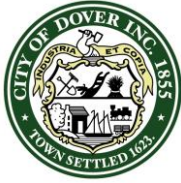
AUTHORIZATION

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.

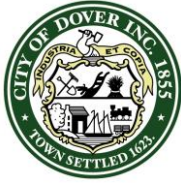
Resolution Number: **R – 2016.07.27 – 100**
Resolution Re: B16048 Design and Permitting Services at Bellamy Road
Culvert

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 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#: 13.A.9.

Resolution Number: **R – 2016.07.27 – 100**
Resolution Re: B16048 Design and Permitting Services at Bellamy Road
Culvert

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has identified a 36” culvert outlet into the Bellamy River, which has eroded to the point that a full length of the corrugated metal pipe has broken off and is now approximately 100-yards downstream on the bank of the river. It appears that the bottom has corroded and the water is being conveyed through the pipe bedding material. There is also a small sinkhole slightly off the edge of the roadway, which is likely the result of a collapse or disconnection of the pipe. The culvert discharges approximately three feet above the bank of the river exacerbating the erosion. The culvert conveys a perennial stream, which in preliminary conversations with the NHDES, requires additional permitting efforts. The culvert also traverses private property; no formal easement is in place.

The City wishes to replace the culvert and repair the stream banking to prevent further erosion. There are several trees growing on top of the culvert that may need to be removed in order to complete the work. As part of this work, the city would also like to incorporate one or two new Best Management Practice to collect and treat runoff from the roadway.

Bid Information:

Sealed Request for Qualifications B16048 was issued and received for design and permitting services for the Bellamy Culvert and outfall on April 5, 2016 @ 11:00am. Cost proposal and scope was received in the amount of \$31,330

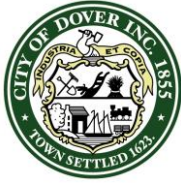
Award Information:

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 Mailed:	274	Number of Responses:	11
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	As needed
Recommended Award to:	Streamworks, PLLC	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

[B16048 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10

Resolution Number: **R – 2016.07.27 – 101**
Resolution Re: B16056 Leighton Way Pump Station Improvements

- WHEREAS: A Sealed Request for Bid B16056 was issued and received for the Leighton Way Pump Station improvement project on June 21, 2016 at 11:00 am. A non-mandatory prebid meeting was conducted on June 2, 2016 at 10:00 am with seven firms attending; and
- WHEREAS: Five firms submitted pricing with the low bid meeting specifications being submitted by Scherbon Consolidated Inc in the base bid amount of \$541,200 with the Alt-A for pavement overlay from Leighton way and Heaphy Lane in the amount of \$3,000 for a total amount of \$544,200; and
- WHEREAS: It is the recommendation to award to Scherbon Consolidated for the base bid only in the amount of \$541,200.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Scherbon Consolidated of Amesbury MA in the amount of \$541,200 as provided in conjunction with Bid B16056. 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
5320.1.300.43250.4741.04574.06	Leighton Way Pump Station	347,472.53	332,906.89
5320.1.300.43250.4741.04574.16	Leighton Way Pump Station	350,000.00	350,000.00

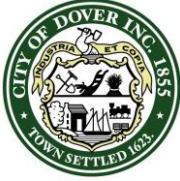
AUTHORIZATION

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.10

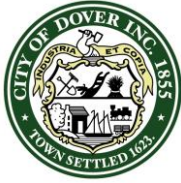
Resolution Number: **R – 2016.07.27 – 101**
Resolution Re: B16056 Leighton Way Pump Station Improvements

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10

Resolution Number: **R – 2016.07.27 – 101**
Resolution Re: B16056 Leighton Way Pump Station Improvements

RESOLUTION BACKGROUND MATERIAL:

The Leighton Way Pump Station improvements scope of work consists of but not limited to, sewer bypass pumping, existing gravity sewer, pump chamber, ancillary units, site demo, force main, suction lift sewer pumps, wet well, instrumentation & controls, building, backup generator, site work and electrical work. As an alternate the city requested costs for pavement overlay from Leighton way and Heaphy Lane.

Bid Information:

A Sealed Request for Bid B16056 was issued and received for the Leighton Way Pump Station improvement project on June 21, 2016 at 11:00 am

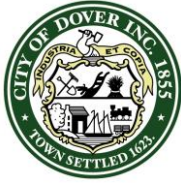
Award Information:

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 Mailed:	426	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	As needed
Recommended Award to:	Scherbon Consolidated	Fund:	Sewer 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

[B16056 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2016.07.27 – 102**
Resolution Re: B16069 Water Facilities Improvements Phase I

- WHEREAS: A Sealed Request for bid B16069 was issued and received for Water Facilities Improvements Phase I on July 12, 2016 at 3:00 pm, and;
- WHEREAS: A NON-mandatory pre-proposal meeting was held on June 14, 2016 @ 9:00am @ 271 Mast Rd Dover NH with nine (9) vendors in attendance, and;
- WHEREAS: Five firms replied to the bid with costs for base amount schedule (a) and cost for schedule (b) Campbell and (c) Cumming and Smith wells. The City is requesting approval from the State NH Drinking Water State Revolving Fund (DWSRF) to award Schedule A&B in the amount of \$7,476,900 to Penta Corporation of Moultonborough NH. A contingency line in the amount of \$311,000 is also being requested for this contract; and
- WHEREAS: The City is requesting approval from the Dover City Council, contingent upon STNH DWSRF 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 Penta Corporation of Moultonborough, NH for Water Facilities Improvement Phase I at rates provided in conjunction with Bid B16069. 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
5300.1.300.43320.4757.03550.13	Water Facilities Upgrades	167,478.72	167,012.43
5300.1.300.43320.4757.03550.14	Water Facilities Upgrades	1,344,420.93	788,067.00
5300.1.300.43320.4757.03550.15	Water Facilities Upgrades	5,035,650.55	5,029,363.00
5300.1.300.43320.4757.03550.17	Water Facilities Upgrades	12,400,000.00	12,400,000.00

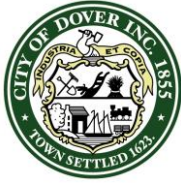
AUTHORIZATION

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.11.

Resolution Number: **R – 2016.07.27 – 102**

Resolution Re: B16069 Water Facilities Improvements Phase I

DOCUMENT HISTORY:

First Reading Date:

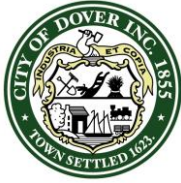
Public Hearing Date:

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 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#: 13.A.11.

Resolution Number: **R – 2016.07.27 – 102**

Resolution Re: B16069 Water Facilities Improvements Phase I

RESOLUTION BACKGROUND MATERIAL:

The Water Facilities Improvements - Phase I project consists of new facilities and/or additions at the Smith, Cummings, Calderwood and Campbell Wells, a replacement waterline between the Calderwood Well and Covered Bridge Road, two new well buildings, and an addition to the Lowell Avenue Water Treatment Plant (Lowell WTP).

Bid Information:

A Sealed Request for bid B16069 was issued and received for Water Facilities Improvements Phase I on July 12, 2016 at 3:00 pm

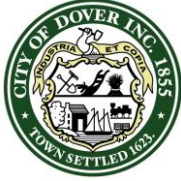
Award Information:

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 Mailed:	501	Number of Responses:	5
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	As needed
Recommended Award to:	Penta Corp	Fund:	CIP
Other Approvals Required:	Yes NH DWSRF	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B16069 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.12.

Resolution Number: **R – 2016.07.27 – 103**
Resolution Re: B16073 Bridge Related Repairs

- WHEREAS: A Sealed Request for Bid B16073 was issued and received for Bridge Related Repairs project on July 6, 2016 at 1:00 pm, and;
- WHEREAS: Two firms submitted pricing and the low bid meeting specifications was submitted by Evroks Corporation in the total amount of \$493,588.00. The work on Central Ave Bridge (a) totals \$263,205.50. The work on Chestnut St Bridge (b) totals \$141,117.50 and the work on Washington St Bridge Bid (c) totals \$89,265. The City has available funds to begin work on A & B in the amount of \$404,323.00; and
- WHEREAS: A separate resolution will request reprogramming funds and award of work on Bid C in the amount of \$89,265.00

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Evroks Corporation of Winnisquam, NH at the rates provided in conjunction with B16073. 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	Charge
1009.1.300.43121.4752.00000.94.000.000.700	Bridges	93,798.10	63,692.80	63,692.80
1000.1.300.43121.4752.00000.95.000.000.700	Bridges	100,000.00	100,000.00	100,000.00
1009.1.300.43121.4752.00000.96.000.000.700	Bridges	100,000.00	97,183.61	97,183.61
1000.1.300.43121.4752.00000.00.000.000.700	Bridges	100,000.00	100,000.00	100,000.00
1000.1.300.43121.4715.00000.00.000.000.700	Streets	1,402,000.00	1,350,601.00	43,446.50

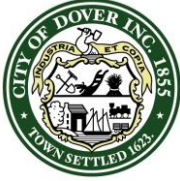
AUTHORIZATION

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.

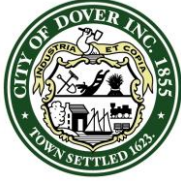
Resolution Number: **R – 2016.07.27 – 103**
Resolution Re: B16073 Bridge Related Repairs

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 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#: 13.A.12.

Resolution Number: **R – 2016.07.27 – 103**
Resolution Re: B16073 Bridge Related Repairs

RESOLUTION BACKGROUND MATERIAL:

Bid A. The project is located at the bridge (No. 131/123) crossing the Cocheco River on Central Avenue in the City of Dover. The project consists of removing the existing bridge pavement and membrane, repairing deteriorated sections of the concrete bridge deck surface, rehabilitating the expansion joints at each end of the bridge, repairing deteriorated concrete in the bridge sidewalks and backwalls, cold planing approach pavement, and installing new bridge membrane, new bridge pavement and a new wearing course pavement.

Bid B. The project is located at the bridge (No. 128/122) crossing the Cocheco River on Chestnut Street in the City of Dover. The project consists of rehabilitating the expansion joints at each end of the bridge, repairing deteriorated concrete in the bridge sidewalks and backwalls, cold planing bridge and approach pavement, and installing new bridge membrane, new bridge pavement and new wearing course pavement to the limits shown on the plans.

Bid C The project is located at the bridge (No. 136/123) crossing the Cocheco River on Washington Street in the City of Dover. The project consists of repairing the section of water main that crosses under the bridge that was damaged during the winter of 2015.

Bid Information:

A Sealed Request for Bid B16073 was issued and received for Bridge Related Repairs project on July 6, 2016 at 1:00 pm.

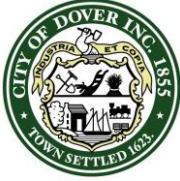
Award Information:

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 Mailed:	454	Number of Responses:	2
Warranty:	n/a	Terms:	n/a
Work Bonded:	Yes	Contract:	yes
Prices will hold for:	2016 Construction Season	Estimated Delivery:	As needed
Recommended Award to:	Evroks Corp	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

B16073 Bid Results and Vendor List



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.07.27 – 104**

Resolution Re: **Acceptance of Resignation of Joseph Nicolella, Jr. from City Council**

WHEREAS: Joseph Nicolella, Jr. is a current member of the City Council representing Ward 4; and

WHEREAS: Councilor Nicolella has submitted his letter of resignation for acceptance by the Council members; and

WHEREAS: Pursuant to the Dover City Charter C3-5 the City Council shall accept the letter of resignation, declare a vacancy, and call a special election to fill the vacant Ward 4 City Council seat to occur no later than 60 days following the creation of the vacancy.

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

The Dover City Council accepts the letter of resignation submitted by Joseph Nicolella, Jr., Ward 4 City Councilor and declares a vacancy in the Ward 4 Council seat; and

The Dover City Council calls a special election to fill the vacant Ward 4 City Council seat for the remainder of the Council term; and

The special election shall take place on Tuesday, September 13, 2016, during the State Primary Election; and

The Ward 4 City Council seat shall be filled from Ward 4; and

The City Clerk shall establish the filing period for the Ward 4 City Council special election; and

The Dover City Council thanks Councilor Nicolella for his service to the City of Dover and wishes him well in all future endeavors.

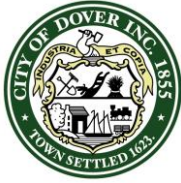
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.07.27 – 104**
Resolution Re: **Acceptance of Resignation of Joseph Nicolella, Jr. from City Council**

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:

Joseph Nicolella, Jr. has submitted his letter of resignation as a City Council member representing Ward 4. Please see letter of resignation attached.

Joseph J. Nicolella, Jr.
33A Piscataqua Road
Dover, NH 03820, U.S.A.
Telephone: (603) 743-1450
E-Mail: joe.nicolella@comcast.net

July 15, 2016

Mayor Karen Weston
Mr. J. Michael Joyal
City of Dover, New Hampshire
288 Central Avenue
Dover, NH 03820

Re: Resignation from Dover City Council

Dear Mayor Weston and Mr. Joyal:

Please accept this letter as formal notification of my resignation as Ward 4, City Councilor for the City of Dover, New Hampshire, effective immediately.

As I you are aware, in March 2016 I elected to cease the operation of my business due to unfavorable market conditions. After an exhaustive search for employment locally, I was forced to expand my search nationally, and have accepted a position out of state which will require extensive travel, and eventual relocation.

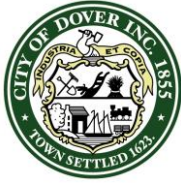
It is with a heavy heart that I have made this decision; however, considering the required travel of my new position, I believe it will be in the best interest of the residents of Ward 4, and the City of Dover to step down from my position to allow for adequate representation on Council.

I have enjoyed serving the citizens of Dover, and my time on the Council, albeit limited, but please understand I must put my livelihood first, and this decision did not come easily.

I wish you the greatest of success in filling my vacancy, and for the continuation of a productive Council for which I am proud to say I was once a part.

Sincerely,

Joseph J. Nicolella, Jr.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2016.07.27 – 105**
Resolution Re: **Replacing a Member of the Garrison Elementary
School Joint Building Committee**

WHEREAS: Joseph Nicolella, Jr. is a current member of the Garrison Elementary School Joint Building Committee, having been appointed on an ex officio basis via Council Resolution 2016.02.10-022; and

WHEREAS: Councilor Nicolella has submitted his letter of resignation from the City Council, and, therefore, will also be vacating his position on the Garrison Elementary School Joint Building Committee; and

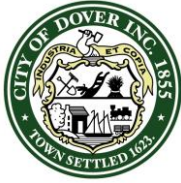
WHEREAS: The Council wished to fill the vacancy on the Garrison Elementary School Joint Building Committee with Councilor Dennis Ciotti on an ex officio basis.

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

The City Council appoints Councilor Dennis Ciotti, on an ex-officio basis for his current City Council term, to the Garrison Elementary School Joint Building Committee to fill the vacancy created by the resignation of Joseph Nicolella, Jr. from the City Council.

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2016.07.27 – 105**
Resolution Re: **Replacing a Member of the Garrison Elementary School Joint Building Committee**

DOCUMENT HISTORY:

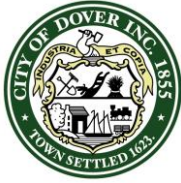
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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:

A vacancy has been created on the Garrison Elementary School Joint Building Committee due to the resignation of Joseph Nicolella, Jr. from the City Council.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2016.07.27 – 106**
Resolution Re: **Supporting the Equality of All Individuals Without
Regard to Actual or Perceived Sexual Orientation,
Gender Identity or Gender Expression**

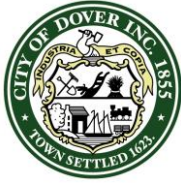
- WHEREAS: The Dover City Council recognizes and believes that it is the right of every individual to work and earn wages through gainful employment, to obtain and enjoy goods, services, facilities, privileges, advantages and accommodations in all places of public accommodation and to obtain housing, without regard to actual or perceived sexual orientation, gender identity or gender expression; and
- WHEREAS: The Dover City Council understands that the denial or deprivation of human rights because of sexual orientation, gender identity or gender expression is detrimental to the health, safety and welfare of the citizens of Dover; and
- WHEREAS: The continued economic development of the City depends on attracting a diverse workforce, free from fear of all forms of discrimination, by encouraging and maintaining a culture of acceptance and a clearly understood expectation of equal protection; and
- WHEREAS: Governor Maggie Hassan recently signed an executive order that bans discrimination in state government against transgender people; and
- WHEREAS: New Hampshire has statewide legal protections against discrimination based upon age, sex, sexual orientation, race, creed, color, marital status, familial status, physical or mental disability or national origin in the areas of employment, housing and public accommodations but does not have similar prohibitions for discrimination against transgender individuals.

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

That the City Council supports policies prohibiting discrimination based upon a person's gender identity and/or expression and does hereby urge the New Hampshire Legislature to amend the State's current anti-discrimination statutes to include language for anti-discrimination protections and equal treatment, respect and dignity for individuals on the basis of gender expression and gender identity in the areas of employment, housing and public accommodations.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Councilor Dennis Ciotti Councilor Dennis Shanahan
Approved as to Legal Form and Compliance:	Anthony I. Blenkinsop General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2016.07.27 – 106**
Resolution Re: **Supporting the Equality of All Individuals Without
Regard to Actual or Perceived Sexual Orientation,
Gender Identity or Gender Expression**

DOCUMENT HISTORY:

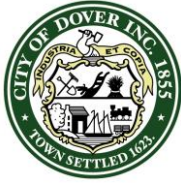
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

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 of Dover has a long history of being a welcoming and accepting community that supports all of its citizens to live their lives free of discrimination and harassment, including transgender citizens. This resolution acknowledges the Dover City Council's support for policies prohibiting discrimination to include protections for individuals based upon gender expression and gender identity.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2016.07.27 – 107**

Resolution Re: Reprogram Unexpended Bond Proceeds for Water Main Improvements and award of B16073 Bridge Related Repairs

WHEREAS: A Sealed Request for Bid B16073 was issued and received for Bridge Related Repairs project on July 6, 2016 at 1:00 pm, and;

WHEREAS: Two firms submitted pricing and the low bid meeting specifications was submitted by Evroks Corporation in the total amount of \$493,588.00. The work on Central Ave Bridge (a) totals \$263,205.50. The work on Chestnut St Bridge (b) totals \$141,117.50 and the work on Washington St Bridge Bid (c) totals \$89,265. The city has available funds to begin work on A & B in the amount of \$404,323.00 and is under separate resolution; and

WHEREAS: This resolution is requesting reprogramming funds and award of work on Bid C in the amount of \$89,265.00; and

WHEREAS: Based on completed Sixth St Water Main project there are unexpended bond proceeds that can be reprogrammed to other water main projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$89,265.00 of unexpended bond proceeds is hereby reprogrammed from Sixth Street Water Main project to Washington Street Bridge Water Main project as follows:

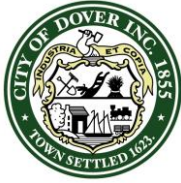
AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue a Purchase Order to Evrocks Corporation for Bid C Bridge related repairs given the rates provided in conjunction with B16073 for the remaining amount of \$89,265.00. 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.

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
5300.1.300.43320.4757.03536.13	Water Main - Sixth Street	411,996.00	(89,265.00)	322,731.00
5300.1.300.43320.4757.03588.13	Water Main - Washington St Bridge	0.00	89,265.00	89,265.00

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R - 2016.07.27 – 107**
Resolution Re: Reprogram Unexpended Bond Proceeds for Water Main
Improvements and award of B16073 Bridge Related Repairs

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

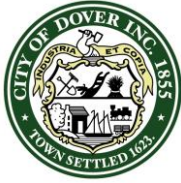
Recorded by: Karen Lavertu
City Clerk

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.B.4.

Resolution Number: **R - 2016.07.27 – 107**

Resolution Re: Reprogram Unexpended Bond Proceeds for Water Main Improvements and award of B16073 Bridge Related Repairs

RESOLUTION BACKGROUND MATERIAL:

Bid A. The project is located at the bridge (No. 131/123) crossing the Cocheco River on Central Ave

Bid B. The project is located at the bridge (No. 128/122) crossing the Cocheco River on Chestnut St

Both bids are under separate resolution.

Bid C The project is located at the bridge (No. 136/123) crossing the Cocheco River on Washington Street in the City of Dover. The project consists of repairing the section of water main that crosses under the bridge that was damaged during the winter of 2015.

On December 11, 2011 the Dover City Council approved the FY13-FY18 six-year Capital Improvements Program (CIP), which included an appropriation in FY13 for Sixth Street water main project. The project is completed and there are remaining unexpended bond proceeds that can be utilized on Water Fund capital improvement projects. This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Sixth Street Water main project in the FY13 CIP. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the Sixth Street project. This resolution reprograms funding from the Sixth Street water main project to Washington Street Bridge Water Main project. Water main replacements are an approved CIP project, and annually the City CIP contains water main replacement projects.

Bid Information:

A Sealed Request for Bid B16073 was issued and received for Bridge Related Repairs project on July 6, 2016 at 1:00 pm.

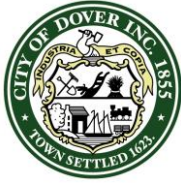
Award Information:

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 Mailed:	454	Number of Responses:	2
Warranty:	n/a	Terms:	n/a
Work Bonded:	Yes	Contract:	yes
Prices will hold for:	2016 Construction Season	Estimated Delivery:	As needed
Recommended Award to:	Evroks Corp	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B16073 Bid Results and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2016.07.27 – 108**

Resolution Re: Reprogram Unexpended Capital Reserve Appropriation for Spaulding Turnpike Utility Agreement with NH Department of Transportation

WHEREAS: The New Hampshire Department of Transportation (NHDOT) has received the 100% relocation design from Vanasse Hangen Brustlin Inc, for the relocation of water and sewer main facilities on the Spaulding Turnpike project in Dover; and

WHEREAS: The NHDOT is requesting the city encumber funds in the amount of \$3,283,029.35.00 for city's portion of project cost. Request for payment to the Treasure of State of NH will be sent upon receipt of approval of Governor and Council in regards to the award of lowest responsible bidder, Severino Construction; and

WHEREAS: This resolution is requesting reprogramming funds and award of purchase order in the amount of \$3,283,029.35; and

WHEREAS: Based on completed River St Pump Station Upgrade project there are unexpended capital reserve appropriations that can be reprogrammed to other sewer fund projects.

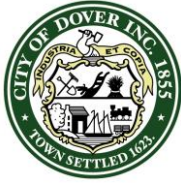
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$884,310.25 of unexpended Sewer Fund Capital Reserve CIP appropriation is hereby reprogrammed from River Street Pump Station project to Sewer Main Spaulding Turnpike project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
5320.1.300.43250.4741.04573.08	Pump Station -River Street	394,061.46	(394,061.46)	0.00
5320.1.300.43250.4741.04572.09	Pump Station Upgrade - River Street	522,711.27	(490,248.79)	32,462.48
5320.1.300.43250.4757.04555.08	Sewer Main - Spaulding Turnpike	0.00	394,061.46	394,061.46
5320.1.300.43250.4757.04555.09	Sewer Main - Spaulding Turnpike	0.00	490,248.79	490,248.79
	Total Available Funding	916,772.73	0.00	916,772.73

NOTE: This resolution reprograms unexpended capital reserve CIP appropriations and therefore in accordance with City Charter C6-6 requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage.

AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a Purchase Order to the Treasurer of the State of NH for the Spaulding Turnpike water and sewer main relocation project in the amount of \$3,283,029.35. The City Manager, or designee, is hereby authorized to contract with the State of NH, consistent with the Purchase Order authorized herein.

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2016.07.27 – 108**

Resolution Re: Reprogram Unexpended Capital Reserve Appropriation for Spaulding Turnpike Utility Agreement with NH Department of Transportation

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04555.08	Sewer main Spaulding Turnpike	394,061.46	394,061.49
5320.1.300.43250.4757.04555.09	Sewer main Spaulding Turnpike	490,248.79	490,248.79
5320.1.300.43250.4757.04555.15	Sewer main Spaulding Turnpike	1,500,000.00	1,268,128.00
5320.1.300.43250.4757.04555.17	Sewer main Spaulding Turnpike	800,000.00	800,000.00
5300.1.300.43320.4757.03584.13	Water main Replacement	71,910.00	71,910.00
5300.1.300.43320.4757.03584.15	Water main Replacement	48,695.44	8,138.83
5300.1.300.43320.4757.03584.17	Water main Replacement	250,000.00	250,000.00
5300.1.300.43320.4757.03581.16	Water main Replacement	75,000.00	57,473.95

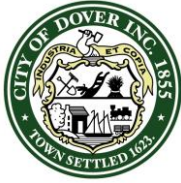
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2016.07.27 – 108**

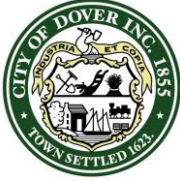
Resolution Re: Reprogram Unexpended Capital Reserve Appropriation for
Spaulding Turnpike Utility Agreement with NH Department
of Transportation

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.B.5.

Resolution Number: **R - 2016.07.27 – 108**

Resolution Re: Reprogram Unexpended Capital Reserve Appropriation for Spaulding Turnpike Utility Agreement with NH Department of Transportation

RESOLUTION BACKGROUND MATERIAL:

On January 17, 2007 the Dover City Council approved the FY08-FY13 six-year Capital Improvements Program (CIP), which included an appropriation in FY08 for Pump Station River Street project. On March 5, 2008 the City Council approved the FY09-FY14 six-year CIP, which included an appropriation in FY09 for River Street Pump Station. The River Street Pump Station upgrade project is completed and there are unexpended appropriations that can be utilized on Sewer Fund capital improvement projects. The FY08 and FY09 appropriations for the upgrade of the River Street pump station were to be funded through use of Sewer Capital Reserve funds.

These appropriations for the River Street pump station are unexpended because the City was successful in obtaining a Federal ARRA grant through the NH Department of Environmental Services for the pump station project. This grant was for \$1.2 million dollars and resulted in the FY08 and FY09 appropriations not having to be fully expended.

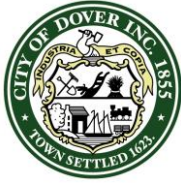
This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the River Street pump station project in the FY08 and FY09 CIPs. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized capital reserve financing the River Street pump station project. This resolution reprograms funding from the River Street pump station project to Sewer Main Spaulding Turnpike project. The Sewer Main Spaulding Turnpike project is an approved CIP project.

The State of NH has the approval of the United States Department of Transportation (USDOT), Federal Highway Administration (FHWA) for a Turnpike Capital Program (Organization Code 7514) project, NEWINGTON-DOVER, 11238-Q, for the construction of widening and re-alignment of NH 16 (Spaulding Turnpike) and US 4 in the Town of Newington and City of Dover, which construction necessitates the relocation of water and sewer mains to the extent required to permit construction of the project.

The NHDOT has prepared the plans and specification for the project which meets with the approval of the city and will be on file in the permanent records of NHDOT. The city desires water and sewer main relocations to be included as part of the highway contract. The state is obligated to pay certain costs for a portion of the work related to relocating city water mains (participating costs).

The relocation costs of city sewer mains and a portion of water mains are deemed non-participating costs. Non-participating costs are based on water and sewer infrastructure put in place after the turnpike was created. Non participating costs are to be paid by the city.

The amount of \$3,283,029.35 is the city share of non-participating costs.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016-07.27 – 011**
Ordinance Title: Boards, Commissions and Committees
Chapter: 5
Section: 15. Joint Fiscal Committee

The City of Dover Ordains:

1. PURPOSE

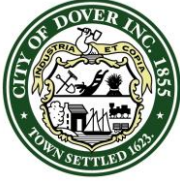
The purpose of this ordinance is to amend Chapter 5 entitled “Boards, Commissions and Committees” Section 5-15 Joint Fiscal Committee.

2. AMENDMENT

Chapter 5, Section 15.C. entitled “Meetings and Agendas” is hereby amended as follows:

5-15. Joint Fiscal Committee. [Added 02-20-2002 by Ord. No. 02-2002; Amended 01-27-2010 by Ord. No. 0-2010.01.13-1]

- A. **MEMBERSHIP:** The Joint Fiscal Committee shall consist of all elected members of the Dover School Board and the Dover City Council.
- B. **TERMS OF MEMBERS:** The members shall serve for the length of their respective terms on the Dover School Board and the Dover City Council.
- C. **MEETINGS AND AGENDAS:** The Joint Fiscal Committee shall meet at dates and time mutually agreeable to the Chair of the School Board and the Mayor, but at least three times per year:
- (1) The first regular meeting of the year shall be called to discuss the formulation of the annual budget and shall occur prior to February 1st of each year.
 - (2) The second regular meeting shall be called to discuss the general fund budget and shall occur prior to ~~April~~ May 1st of each year.
 - (3) The third regular meeting of the year shall be called to discuss the Capital Improvements Plan (CIP) and shall occur prior to October 15th of each year.
 - (4) Other subjects may be discussed at any meeting pursuant to an advance agenda prepared by mutual agreement of the Chair of the School Board and the Mayor in consultation with their respective bodies.
 - (5) In addition, either the Chair of the School Board or the Mayor may initiate additional special meetings throughout the year by contacting his or her counterpart. An agenda for



CITY OF DOVER

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Chapter: 5
Section: 15. Joint Fiscal Committee

special meetings shall be prepared in advance by mutual agreement of the Chair of the School Board and the Mayor in consultation with their respective bodies.

- (6) The location of meetings and seating arrangements shall be selected to promote effective communication, to enhance collegiality, and to honor the elected status of the members of each body on an equal basis.

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

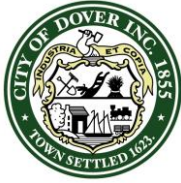
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston

Approved as to Legal Form: Anthony Blenkinsop
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2016-07.27 – 011**
Ordinance Title: Boards, Commissions and Committees
Chapter: 5
Section: 15. Joint Fiscal Committee

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		
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:

The City Council wishes to change the second regular meeting of the Joint Fiscal Committee to prior to April 1st of each year instead of May 1st.

see 9/18/16

To: City Council

From: Tony McManus

I'm following up on the Foster's editorial urging caution in making your decision on the rezoning of an area in the neighborhood of Glenwood and Central Avenues

I hope you will give this some serious thought. As reported in the paper, the change would increase traffic, noise, and lighting issues which are already a problem for people who live in that area. That could be enough to support a denial of the request. I believe, however, that there is another, more important consideration that is often overlooked in proposals to rezone areas outside of the city core.

I took a quick inventory this morning (July 7) of "downtown" Dover. I counted seven or eight empty storefronts. There are indications that one or two additional businesses may be marginal. The City has recently given approval to rehabbing the former court house building on Second St that calls for several retail/commercial tenants. Within the next year we will have the new project on Washington St and new construction on the St. Charles Church property, both of which call for retail/commercial uses. One would hope that there soon will be a buyer/developer for the Foster's building with further opportunity for retail development. And....looking forward to the not too distant future....some kind of retail component in the Waterfront.

The point being, that Dover has to focus on bringing more commercial/retail opportunity to the downtown. Every time we rezone an area outside the "urban core" we make it just that more difficult to encourage and promote the retention and/or expansion of "downtown" business....in addition to adding to the already horrendous traffic congestion and delays...as with this case... in the area of the Miracle Mile and, for the same reasons, the Sawyer Mills intersections.

Over the years we have had a series of surveys, studies, and citizen forums relating to what makes Dover an attractive community and every time one of the top items is a vibrant downtown. I would submit that the rezoning under consideration runs counter to that goal.

Do we need additional retail/commercial development in the area of Glenwood Avenue, given the problems already existing and the proximity of long established neighborhoods? Is it "good planning"? I would hope you will say no.

I would suggest we need to concentrate our efforts to protect and promote our downtown first and foremost, and until that is accomplished avoid creating competing opportunities in other areas of the city.