

CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, August 24, 2016**
Meeting Time: **7:00 pm**

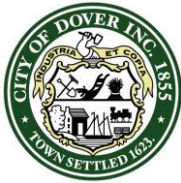
- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
- 8. CITIZEN'S FORUM**

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. August 10, 2016 – Regular Meeting**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**

- A. ORDINANCES IN THE 2nd READING**
- B. ORDINANCES IN THE 3RD READING**
- C. RESOLUTIONS**

- 1. REPROGRAM UNEXPENDED BOND PROCEEDS FOR WATER MAIN IMPROVEMENTS AND AWARD OF B16073 BRIDGE RELATED REPAIRS SPONSORED BY MAYOR WESTON BY REQUEST**



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13. NEW BUSINESS

A. CONSENT CALENDAR

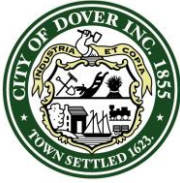
- 1. RAFFLE – Annunciation Greek Orthodox Church**
- 2. RAFFLE – Great Bay Karate & End 68 Hours of Hunger**
- 3. ROAD RACE – First Parish Church**
- 4. ROAD TOLL – Muscular Dystrophy Association/Dover Fire Officers Association**
- 5. PURCHASE OF WATER METERS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. B16062 MCCONNELL CENTER DAYCARE SUITE IMPROVEMENTS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. AUTHORIZATION TO COMMIT FUNDS FOR THE NITROGEN REDUCTION IN THE GREAT BAY ESTUARY TO UNIVERSITY OF NEW HAMPSHIRE**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

- 1. TRANSPORTATION ALTERNATIVES PROGRAM**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. APPROPRIATION OF ARENA CAPITAL RESERVE FUNDS AND AWARD OF ADDITIONAL SCOPE OF WORK ON ARENA GLYCOL LEAK WITH DAVIS MECHANICAL SERVICES, INC**
(TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 14, 2016)
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

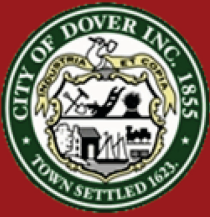
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- 3. REPROGRAMING UNEXPENDED BOND PROCEEDS FOR VHB SCOPE OF WORK AND AWARD TO VHB FOR SPAULDING TURNPIKE CONSTRUCTION OVERSIGHT SERVICES
(TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 14, 2016, WITH CITY COUNCIL VOTE TO OCCUR ON SEPTEMBER 28, 2016)
SPONSORED BY MAYOR WESTON BY REQUEST**

C. ORDINANCES IN 1ST READING

- 14. COUNCIL CORRESPONDENCE**
- 15. COUNCIL MATTERS OF INTEREST**
- 16. ADJOURNMENT**



City Manager's Report

City of Dover, New Hampshire

August 24, 2016

Reporting on July 2016



Photo from Michael Gillis

J. Michael Joyal, Jr.
City Manager



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Information contributing to this City Manager's Report is gathered on a monthly basis from all departments and is deciphered into various categories. You will find these departmental updates are governed by the City's core values:

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

City of Dover Leadership Team



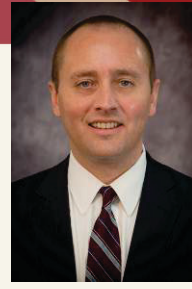
Gary Bannon
Recreation Director



Daniel Barufaldi
DBIDA Director



Cathleen Beaudoin
Library Director



Anthony Blenkinsop
City Attorney



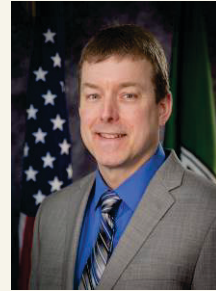
Anthony Colarusso
Police Chief



Susan Daudelin
Human Resources
Director



Annie Dove
Information
Technology Director



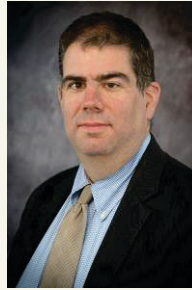
Eric Hagman
Fire & Rescue Chief



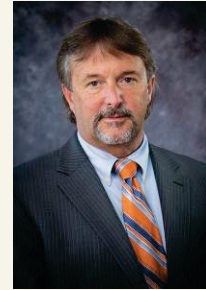
Daniel Lynch
Finance Director



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 July, the Utilities Division was very busy repairing multiple water leaks and water main breaks. A residence on Riverside Drive and Cote Drive reported a leak on the city side of the service. While several crew members were repairing the Riverside Drive leak, it was discovered that the tee that feeds the Riverside Drive loop was also leaking. Crews repaired both the service leak and the tee. An additional service leak was found on Locust Street. This was an iron service on the city side. Crews had to excavate the entire street to replace the service.

A report was called in regarding water bubbling up out of the road on Danielle Lane. After excavating, crews discovered an eight-inch water main had a hole in it and several crew members continued on to fix the issue.

Crews have been replacing water services on Stark Avenue to place all of the homes onto the ten-inch cement line. During this time, they found a service leak at a Stark Avenue residence.

While excavating for the gas main, a Unitil contractor hit the 6" cement water main on Shamrock Avenue. This took most of the day for the Utilities crew to repair.

Crews cleaned the sewer main on Atlantic Avenue from Oak Street to Portland Avenue.

Lead testing is ongoing. Results have been received for the school testing. All city schools are currently not in violation of the lead rule. Staff has met with Superintendent Elaine Arbour to discuss the results. Portsmouth Christian Academy and St. Mary's Academy have been working to resolve their lead sources. The next task on the list is to work with all private day cares and preschools throughout the city.

During the month of July, the meter crew had 67 final reading appointments, 4 meter installation appointments, and 46 stopped meter appointments.



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

City Streets, Grounds & Parks

During the month of July, administrative staff fielded 14 service calls requesting pothole repairs. Crews repaired 165 potholes, 96 manholes and applied 406.62 tons of asphalt on various areas throughout the city.

Brush cutting and brush chipping operations are ongoing. Crews have steadily been working citywide and will continue to do so throughout the summer. The Street crews are working on cutting overgrown brush and hauling it back to the Recycling Center.

A City of Dover contractor repaired cracked pavement on Back Road, Elmview Circle, Court Street and East Watson Road by saw cutting and repaving.

A property on Second Street was experiencing water in their basement which was caused by sidewalk in front of their home. Crews replaced the driveway apron, raised the concrete sidewalk, re-graded the side of the road and repaired the catch basin frame. This work was completed to allow proper flow of the water.

On Portland Avenue, between Hancock Street and Atlantic Avenue, Street crews re-stabilized the side of the road as the gully had washed out as a result of heavy rains. The block structures holding the frame of the catch basins had crumbled and needed to be replaced. Crews repaired the catch basins on Mount Vernon Street at Hough Street, Hampshire Circle, Mast Road at Pondview Drive and Durrell Street.

The Facilities, Grounds and Cemeteries handled 6 service calls and 167 work orders in the month of July. Employees attended 1 full burial and 2 ash burials in Pine Hill Cemetery during this month. Two new markers were set in Pine Hill Cemetery, and two monuments were righted. A marker honoring Cova Grieg was set in Rotary Park in July. Cova was the head of Recreation Department, serving the community where she lived for many years.

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

The Shaw's Lane fields were lined weekly for games and camps being held there, and sprinkler heads were located and marked on all fields prior to them being aerated this month. Materials were purchased and six picnic tables were constructed for the renovated Henry Law Park. Parts were ordered and installed for playground equipment in need of replacement at Horne Street Park. Employees from the School Department and contractor employees assist with such replacements at playgrounds used by the schools, along with Facilities, Grounds & Cemeteries employees, who typically conduct playground repairs. The scoreboard at Woodman Park was repaired using the services of Martineau Electric. Many of the parks received a dressing of playground mulch. Garrison School needed to be cleaned up after heavy rains had washed mulch out of the playground area into the grass, which complicates mowing of that area.

Fourth of July preparations included displaying bunting at City Hall, delivering items used in conducting the fireworks display, then cleaning up the grounds after the celebration was over.

July, in keeping with June, had some heavy rains on a few days of the month, while most days were very dry with high temperatures, making watering a necessity throughout the City. The water tank for the rowers using the building on River Street was filled, also. At the end of July a ban on watering was discussed, to be implemented in August. As the City tries to comply with the ban imposed on its Citizens, watering of lawns and fields has ceased for the time being. Seasonal employees weeded various areas around the City, beds around public buildings and assisted in caring for several abandoned Adopt a Spot locations. City Hall, Stark Avenue, along Chestnut Street from Locust, and the island at Broadway are looking much better for the moment. Attempts were made to keep litter picked up in the downtown areas as well.

A few strong storms blew through Dover in July, causing several trees to come down or shed limbs, with employees addressing fourteen complaints or concerns regarding the condition of trees. Four trees were removed and eight needed pruning. Trees were also pruned along the Community Trail. Two sight distance complaints were addressed as well.

Employees handled 21 work requests pertaining to signs. Nine parking signs were installed, some addressing the changes made in the bridge area of Chestnut Street. Four sets of signs were installed near main entrances to the downtown area on behalf of Amtrak and the DownEaster. Another five signs were replaced due to graffiti or that have gone missing.

The Facilities and Grounds Division responded to several complaints regarding traffic signal issues, most of which pertained to issues they were already aware of and were waiting for repairs to be made. Signal loops were repaired in two locations. Two green lenses were changed, as well as one yellow. The signal at Central Avenue and the entrance to Shaw's Plaza was struck down again. Electric Light responded to get this back in service right away. One décor light received a new bulb on a neighborhood cul de sac.

The Henry Law Park Improvement project is back on track with construction restarting mid-month. The Gundalow Edward Adams was moved to its place in the park at the end of June. The Community Services Department is continuing the site work and GreatView Landscaping is beginning the walkways in the area. Mitchell and Associates of Portland are the design team and have produced the site plans and is currently working on the details with the work crews.

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 at about the halfway point at the end of this month 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 continued 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.

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 on April as part of the process of creating a Customer Service Center on the ground floor. Once the City Hall remodel and move takes place, each Department should have a safer and more functional space, including storage, conference areas, offices, break room, and accessible access. The idea is to make the building more customer friendly by creating a one-stop center for residents to come to visit the City Clerk/Tax Collector's office, Water/Sewer Billing, and Parking Bureau with close available parking and pedestrian friendly entrances. 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.

Assistant City Planner Benton continues to facilitate the Transportation Alternatives Program project to expand the Community Trail with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The City Council and NHDOT approved the contract this past spring. The project is currently in the feasibility study phase. Consultants have done their wetland delineation, surveying, and review at different state departments is underway. 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.

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 * Woodmine

City Facilities & Equipment

Sixty-three requests relating to grounds or facility issues were handled by employees, while twenty-eight pertained to goings on inside public buildings. Issues with doors seemed to be a common theme, with doors in seven buildings needing attention. Employees assisted moving furniture around at the North End Fire Station to accommodate changes underway in that facility. As usual, approximately 20 man hours were spent conducting the required monthly fire extinguisher inspections and elevator inspections. Ten hours were allocated to moving unusable items to recycling or auction storage and nine hours were spent making deliveries of supplies to various locations. Employees filled in for others on vacation at the library and the recycling center. Nine keys were issued in July. Custodians continued the day-to-day cleanup of municipal buildings. Several dig Safes were investigated and marked as needed.

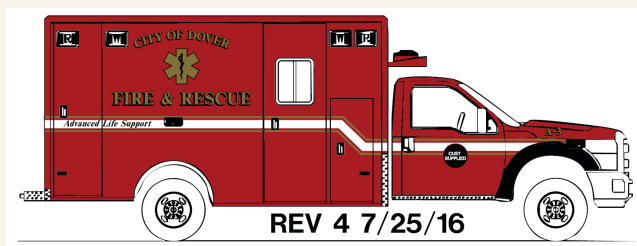
Fifteen hours were devoted to equipment maintenance on the Zero turn radius mowers. Mowing and trimming continued in Pine Hill, as it will throughout the summer. Weekly mowing of the public turf areas downtown and other various areas continued. This task typically requires 360 man hours.

Per order of the President, flags were lowered in July to honor the service and lives of the five Police Officers killed in Dallas, then again in honor of the three Police Officers killed in Baton Rouge. Sadly, flags were also lowered in remembrance of the 84 people killed in a terrorist attack in France.

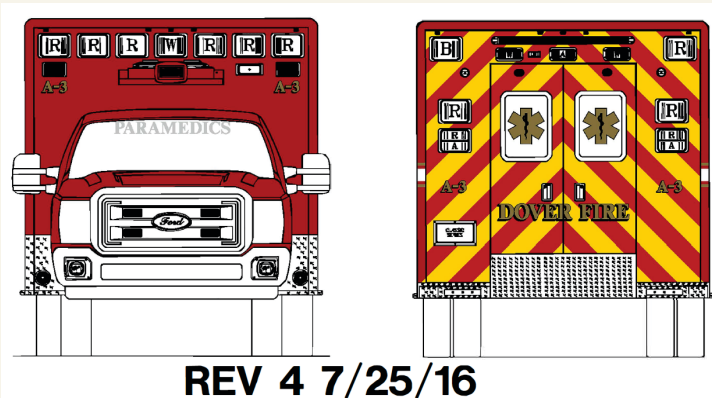
Governor Maggie Hassan ordered flags to half-mast to mark the passing of Orford fire fighter Charles Woodbury. The Governor also directed flags lowered to honor New Hampshire's commissioner of cultural resources, civil servant, Van McCleod, on the day of his funeral.

Ambulance 2 which is one of the four ambulances that Dover Fire & Rescue utilizes, has been exhibiting an increasing problem of not starting when needed for a call for service. When this happens, other equipment is used to fill the call for service in its place, so there is little impact to the caller (though admittedly, some fast scrambling occurs behind the scenes as staff is moved and contingencies are triggered). Unfortunately, it is not a simple intermittent problem such as a bad starter for instance, as all normal causes have been eliminated by the Fire Department mechanic. Much staff time, mechanic time, and private vendor time has been spent testing multiple components and chasing the issue. As Ford built the chassis, Ambulance 2 has spent considerable time at the Rochester Ford Dealer where their mechanics have tried to get it to fail which of course didn't when there. It is currently looking like the high pressure oil pump embedded in the motor may not be working properly, as when that doesn't produce enough pressure, the electrical system won't allow ignition to occur which is a designed safety mechanism to protect the motor from being damaged by lack of oil flow. Research with industry specialists is continuing before a repair is initiated as if it is the problem (or isn't), it is a \$2500 to \$3000 repair as many components must be moved to access that part of the motor.

Fortunately the purchase of a "used" ambulance was authorized by the City Council at the conclusion of the fiscal year 17 CIP development process and was purchased at the beginning of 2016. This increased the level of protection from the risk of being down more than one ambulance mechanically at the same time, due to extended mechanical failures such as this. This risk projection and risk response has all played out with that used ambulance which is called Ambulance 4, running significant portions of July in place of Ambulance 2. Dover Fire & Rescue has a total of four ambulances with two staffed 24-7 and two in reserve in the event of mechanical failures such as described above. In the FY 2017 CIP, the purchase of a new ambulance was also approved and that has been designed to fit Dover's needs and has been ordered from bid winner PL Custom found at <http://www.plcustom.com/>. The build cycle is over 300 days currently from the time of order, and it looks like arrival will be at the beginning of February of 2017. Here are a few images of what it will look like!



The reflective, yellow chevron as it is called on the back of the ambulance though eye assaulting, is a requirement to comply with applicable national standards because it is proven to significantly reduce distracted drivers from running into emergency vehicles when combined with the also necessary, emergency warning lighting that emergency vehicles must have.



This will replace Ambulance 3 which is the oldest in the fleet, and the plan is for the currently problematic Ambulance 2 to move to reserve status and spend the next four years there as a back-up. With the two fully staffed ambulances responding daily on many, many calls for service, both emergency medical and fire in nature, the life expectancy of an ambulance is 8 years total.

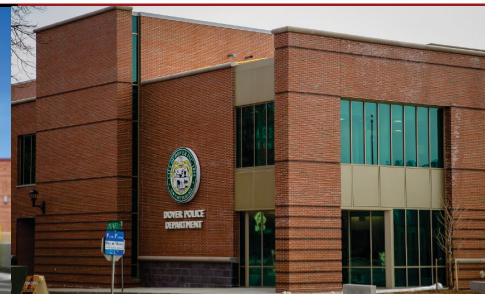
Four of those 8 years are expected to be frontline and 4 are expected to be in reserve. Mileages are expected to be in the vicinity of 110,000 miles when an ambulance is replaced which doesn't seem like a super high number today with the way vehicles are built, but the motor idle time on incident scenes essentially increases that mileage by a factor of at least 2. That means when an ambulance is retired in Dover, the motor has had the equivalent of 220,000 miles of wear. To keep up with the call volume that Dover Fire & Rescue experiences, an ambulance should be purchased every two years. Because the medications carried by Ambulances are temperature sensitive, the vehicles often have to be left running when parked on scenes or when out of the station to either cool or heat them as needed, as well as to charge up electrically some of the equipment that is carried and used to treat patients with or on emergency scenes.

The ambulance shown above is a truck style cab versus a van style cab which was purchased previously and at the time was a good fit when the system was slower and lower in mileage. The truck style is slightly more expensive upfront, but is a better fit in high mileage systems such as ours where major maintenance is a reality. Making repairs is simpler as a result of the greater room provided in the motor compartment which means less mechanic labor time on major repairs as compared to the van style. Care is being taken to use the allocated tax-dollars smarter and honor the City's core value of Stewardship, by determining with each purchase if it is better overall to save money up front at the initial purchase, or spend more at the time of purchase and save over the life of the purchase. In ambulances, the later scenario saves more long-term based on review of the actual current repair costs and vehicle utilization/mileage patterns.

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 July 21, 2016, Chief Colarusso hosted Senator Jeanne Shaheen at the Dover Police Department. The two met to discuss the Dover Police Department's responses to the current opioid crisis as well as the status of efforts in Washington to battle the crisis. After the meeting, the Chief gave the Senator a tour of the new police facility.



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 **92%** of emergency calls in less than 6 minutes.

Type of Calls:	
Priority 1	107
Priority 2	86
Priority 3	458
Priority 4	325
Priority 5	1,377
Less than 6 minutes	92%

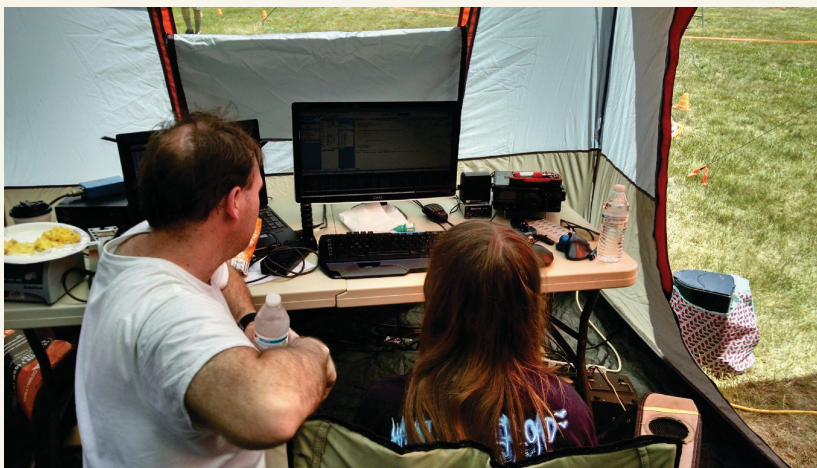
July was a busy month with Fire & Rescue responding to 494 calls for service which is an average of 16 responses per day helping Dover citizens. 21 of the calls for service were for fires, 281 were for medical emergencies, 28 were for other hazardous situations requiring emergent intervention (natural gas leak for example), 90 were either false or good intent in nature, with the remaining 74 being for non-emergent requests. Of the emergencies, there was 132 times where simultaneous emergencies were occurring with 21 of those times where 3 or more emergencies were occurring at the same time. Interestingly, the busiest day in July for Fire & Rescue was 7/21/16 when there were 25 calls for service, while the slowest day occurred on 7/6/16 with only 5 calls for service. As of the first of July, Fire & Rescue had responded on 2743 calls for service this year. When projected out for the rest of the calendar year, this will result in approximately 5500 calls for service expected in CY2016. If the recent trend continues of nearly 500 calls for service a month, this number will be closer to 5700.

Similar to the last two months, the month of July was one of those months where all the fires in Dover were noticed by those involved quickly, and/or then caught fast by Dover firefighting staff, which kept those fires small and mutual aid for fire support assistance was only needed twice.

July saw several emergency management planning meetings occur to prepare for the Strafford County's participation in the August state wide Point of Distribution Drill. These meetings have actually been occurring off and on for the last six months. All regional partners met together including Dover Fire, Police, and Schools to define roles, review the plan, and prepare. The plan is a nationwide plan and it exists if the need arises, to dispense medications or vaccinations to all area citizens in the event a new flu strain suddenly appears or if some other sudden and dangerous public health threat emerges which requires the protecting of all citizens. As the drill occurs in early August with Dover's portion held at the High School, more information will be included in next month's report on how it all went.

Fire and Rescue would like to honor our local Amateur Radio Operators and more specifically, those who dedicate their efforts toward assisting agencies such as Dover Fire & Rescue, for their work participating in Emergency Management. Amateur Radio operators are enthusiasts who have the hobby and enthusiasm for, all forms of radio communication. In 2014, there were a reported 726,275 licensed amateur radio operators as licensed by the FCC or Federal Communications Commission <http://www.arrl.org/news/us-amateur-radio-numbers-reach-an-all-time-high>. Of that group, a sub-sect dedicate their efforts to emergency communication in a time of need <http://www.arrl.org/ares> with the mission as taken from their website of: **The Amateur Radio Emergency Service® (ARES) consists of licensed amateurs who have voluntarily registered their qualifications and equipment, with their local ARES leadership, for communications duty in the public service when disaster strikes.** In plain language, these dedicated people serve the vital purpose of filling in radio communication gaps for emergency responders when infrastructure fails or is damaged by severe weather. If a hurricane struck Dover and damaged the radio system we rely on to dispatch and provide command and control services for Police, Fire & Community Services, these dedicated people could step in and assist with communications until repairs could be made or other contingencies were triggered. A service that the City, though very thankful to know exists and trains with, hopes we never have to use! This entity is written into many operational plans at Fire & Rescue, as they are state wide and nationwide.

On June 25 and 26th, Amateur Radio Operators competed during an organized week-end long set of friendly competitive events to raise awareness and practice skills in a real world situations. For more information on the world of amateur radio, go to <http://www.arrl.org/>. The Seacoast ARES chapter applied for and received permission from City Officials, to use Garrison Hill as their base on 6/24 and 6/25 while they participated in the ARRL Field Day (week-end). Approximately 30 members set up various forms of radio communication on Garrison Hill with their own power systems, and communicated worldwide by voice, computer data, and by the old standby of Morse code. All equipment is purchased at their own expense and they generally receive no compensation. Also, in most cases, they are prohibited from receiving compensation for their services. Here are photos from that day showing some of the equipment they setup and placed into operation, which ranges from voice radio communication to computer based data over radio equipment.



There were many highlights in July as it turned out to be an incredibly busy month at Dover Fire & Rescue. The biggest issue was the filling of the new Captain level Emergency Medical System Manager Position funded in the FY 17 budget. Dover Fire and Rescue last had this position filled many years ago when the duties of the position were split between positions at all levels of the organization due to other budgetary constraints and organizational needs. As Emergency Medical calls have increased since that time to over 3300 annually, as ambulance billing revenue has correspondingly increased to over 1.2 million dollars in revenues annually, and as training requirements have substantially increased for paramedic level system; restoring a manager for all things Emergency Medical is long overdue and a welcome relief to staff at all levels. Shift Lieutenant Michael McShane was promoted to Captain and has assumed the role of this position. One of the main focusses besides managing all aspects of employee certification and licensing, will be seeing the Dover Fire & Rescue organization complies with the ever increasing regulatory requirements for quality and system improvement. The filing of this position required some office changes at the North End Station to accommodate this new position and improve workflow, and those moves encompassed several weeks of July to get to the finished product that is currently in place. A small conference room next to the Fire Chief's office was repurposed into a two-person office. A computer workstation was also added in this space to accommodate project work by staff members or when someone is on temporary alternative duty due to an injury, or for project work by longtime volunteer Peg Pircola. An office vacated due to the above move became the EMS System Manager's office. That places the Deputy Chief of Safety and Training, the Assistant Chief of Operations, and the new EMS System Manager all in an office cluster to facilitate communication as their roles all intersect greatly.

To make these moves required an immense amount of coordination in planning. Facilities and Grounds allocated two seasonal workers for the better parts of two days for the moving of desk units and other furniture around the station. Info Technology assisted with the moving of phones and computer workstations. With that logistical help in the station, the Office Manager's office layout was changed and moved for better workflow. The Office Manager is expected to monitor and greet walk-in customers, and handle employee purchasing and administrative needs. The way the office was laid out previously, these two job functions were 180 degrees apart so when helping an internal employee, her back was turned to the customer looking for assistance at the office window, or vice versa. The new layout allows for helping internal employees while keeping eyes on the office window for the walk up customer who has a question or is looking for a burn permit. It also moved the computer workstation screen to a location that protects sensitive information better from open view.

This was all achieved while maintaining service and production. A big thank you goes out to Facilities and Grounds and Info Technology for the assistance in making these moves all happen as without it, all objectives would not have been possible - as well as to all employees involved who kept great attitudes during a time of heavy disruption.

In addition to the promotion of Michael McShane to Captain, the filling of that position initiated the cascade need of filling positions at all lower levels. Fire & Rescue strives to maintain lists of eligible people so when the need arises, this can happen with minimal delay. With the filling of the above Captain position occurred, that opened a shift Lieutenant vacancy. This was filled by long-time Engineer/Paramedic Keith Irwin. Their photos follow below with Captain McShane on the left and Lieutenant Irwin on the right.



Lt. Irwin's position was then filled by new hire Ryan Chase who comes from Newington Fire. Ryan pictured below is a paramedic/firefighter, lives in Dover, and has wanted to work at Dover Fire for several years – welcome Ryan! Congratulations are due to all of these individuals for earning their new positions which at Dover Fire & Rescue, is rigorously difficult.

In addition to all of this change, long-time firefighter/paramedic Nick Xenos retired mid-July after serving in Dover for 20 years. Nick had a number of years prior between serving similarly at the Portsmouth Naval Shipyard and Pease Fire Departments, so his departure leaves big shoes to fill experience wise. This organization could fill this whole monthly report with Nick's achievements which include his time as an active member on the regional hazardous materials response team and on the SCRTOU or Strafford County Regional Tactical Operations Unit. As a SCRTOU member, Nick took on the responsibility of serving as paramedic protecting that Police tactical team that is responsible for handling hi-risk warrants and arresting hardened criminals, or in taking head on an armed, barricaded shooter with hostages. This service requires tactical paramedicine certifications and many hours of training wearing body armor and operating as a team member with the armed Police tactical members – in "hot zones" where active shooting may be occurring – a serious and very noteworthy responsibility. With Nick's departure, Maxwell Brown joined Dover as a firefighter/AEMT after leaving Lee Fire. Max brings a few years' experience from Lee Fire and a big dose of youthful enthusiasm...welcome Max! Ryan is pictured below on the left with Max on the right.



Patrol

During the month of July, the Dover Police Department responded to 2,824 incidents throughout the city. Police officers made a total of 1,377 motor vehicle stops during which they issued a warning or a summons.



Above, Dover Police assist with traffic control to allow NH Department of Transportation crews to change a signal mast arm and several signal heads at the intersection of Littleworth and Knox Marsh Roads on the evening of July 7. This was to repair damage to the equipment that had occurred during a collision earlier this year.



Patrol officers investigated a multi-vehicle collision on Fourth Street on July 9, 2016. The front wheel came off of the pickup truck pictured above, causing the driver to lose control and strike three parked cars.

Animal Control:

Total animal calls for service
54
Handled by Officers
26
Handled by Dispatch
12
Handled by ACO
16

Breakdown of Calls – Officers	
Barking dogs	02
Found animals	07
Loose animals	04
Welfare checks	10
Deceased animals	01
Animal Bites	01
Hit Deer	01

Breakdown of Calls – Dispatch	
Loose animals	01
Lost animals	06
Found animals	02
Deceased wildlife	01
Welfare of wildlife	01
Bear Sighting	01

Breakdown of Calls – Animal Control Officer	
Found animals	06
Loose animals	01
Animal bites	02
Welfare checks	05
Lost animals	01
Barking Dog	01

The Animal Control Officer received 45 voicemail messages and returned those calls. She followed up on 6 reports that were originally handled by police officers.

The Animal Control Officer enforced 3 rabies quarantines. Welfare checks continue regarding dogs being left in a car on a hot day.



The happy little dog pictured left is Iris, a Blue Heeler. Iris was found after she strayed from her yard.

Downtown Liaison Unit (Mounted Patrol)

In addition to the above activity, 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.

July marked the official retirement of Monty an 18-year-old Percheron. On July 19, 2016, the Dover Children's Museum hosted a retirement party which was attended by several members of the public, some elected officials, and the media. Monty has been adopted by a woman who lives in the Dover area.

Pictured right, Mounted Officers Murch and Caproni and DHS Resource Officer Kennedy are at Henry Law Park for the celebration of Monty's (white horse in background) retirement on July 19, 2016.



The Mounted Patrol handled the following during the month:

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

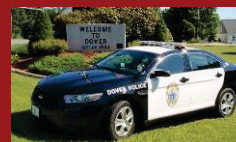
Problem Oriented Policing Officer:

During the month of July, 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. This officer also worked with the Dover Public Library to assist with vagrancy and drug usage issues in and around the building.

As we continue into 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. The officer 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 Dover residents.



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In late June and early July, Vicki Hebert provided training to first responders from the Dover Fire Department. The training provided an overview of the opioid epidemic, 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.

On July 19, 2016, Detective Travaglini provided a safety talk to staff at the Children's Museum.

On July 27, 2016, Detective Edward Pike provided a fraud prevention presentation to the public at Langdon Place assisted living facility.

In July, Dover Youth to Youth kicked off a campaign to support the "Anyone, Anytime" message being developed by the State of New Hampshire – a message that anyone can develop an addiction to heroin and other opioids at any time. The Anyone Anytime Campaign is designed to send the message to the public that Anyone can experience addiction, Anyone can ask for help, Anyone can recover, and Anyone can save a life!

Youth activists from Dover Y2Y and surrounding communities kicked off the effort with an informational demonstration and press conference on Wednesday July 13th in Henry Law Park. The students utilized large visuals, posters, flyers, and chants in an effort to educate the community about opiates and the resources that are available to help. Over sixty youth activists were at the event to launch this effort. In addition, a number of adults from recovery and prevention agencies and other interested citizens joined the rally. The effort to spread this message will go on over the next year and will include radio ads, cable TV spots, and other initiatives.



On July 14, 2016, Chief Colarusso joined city and state officials including Mayor Weston and Governor Hassan for ribbon cutting ceremony of Rand Whitney. The packaging company, owned by the Kraft Group, held the ceremony at its new location in the Mast Road industrial park. The event was also attended by New England Patriots owner Bob Kraft and his son, Jonathan Kraft.

On July 22, 2016, Chief Colarusso attended the groundbreaking ceremony for the new Dover High School. The event, which was attended by various city, school, and state officials, marked the beginning of the construction project which is expected to be completed in time for the 2018-2019 school year.

Children's librarian Patty Falconer presented weekly Friday morning story times and reading activities at the Seymour Osman Community Center as part of the Summer Reading Program.

The Library Director completed a project to write 100 daily articles for the "100 Woodman Treasures" column in Foster's Daily Democrat. The Library Director also led a tour of the Woodman Museum for the City Manager and the city's department heads.

In July, a Fire & Rescue visited Maple Suites for a discussion on safety in general and on avoiding heat related emergencies. Tips for populations hit hard by the summer heat really apply to everyone and include: Drinking plenty of liquids (non-alcoholic and non-caffeinated) as dehydration is the root of many heat related health problems, wearing proper clothes (not too much and not too little), staying indoors during the hottest part of the day and avoiding exercise, watching the heat index to track how conditions really are, seeking air-conditioned environments, and knowing the signs of heat-related illness including dizziness, nausea, headache, rapid heartbeat, chest pain, fainting and breathing problems. These are all warning signs where help should be sought immediately. For more great information, visit our friends at the Center for Disease Control and Prevention at <https://www.cdc.gov/extremeheat/warning.html>.

Fire & Rescue also maintained a presence during the Friday Evening Concerts at Henry Law as well as during the 4th of July. During events such as this where there can be hundreds of spectators and in some cases upward to a thousand or more people in one area, it is a routine policy to stage an ambulance or fire engine which is in service for emergency response, at the event area in case an emergency of some sort occurs there.

Fire/Rescue also participated in a Touch a Truck event for Seymour Osman Community Center which was held at the Woodman Park School.

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 369 Facebook (City of Dover NH Planning) friends and 778 followers on Twitter @DoverNHPlanning). Topics shared on the Blog (<http://dovernhplanning.tumblr.com/>) include proposed zoning ordinance changes, the work on the Silver Street roundabout, Open Lands and Community Trail projects and events, information about the Community Trail, Transportation and Stewardship chapters of the 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 1,304 fans).

The Department of Planning and Community Development mailed out 95 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the Dover Download.

Planning and Community Development staff 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>

Assistant City Planner Benton took a group of middle school and high school students from the UNH Technology Camp for a walking tour to showcase alternative transportation projects throughout the City focusing on the Dover Transportation Center, Community Trail, Complete Streets, and the Downtown Pedestrian and Vehicular Access Plan on July 26.

The City advertised that Community Services crews would begin work to replace culverts on County Farm Cross Road, from Cornerstone Drive to Sixth Street, beginning Monday, Aug. 1. The work was expected to continue for two weeks and that crews would work Monday through Friday, 7 a.m. to 4 p.m. While the work was under way, County Farm Cross Road was closed to all traffic and detours were in place. The road was opened to traffic each evening at the conclusion of work.

The City also advertised that the New Hampshire Department of Transportation (NHDOT) was planning bridge repairs during nighttime hours for two nights in July on the Spaulding Turnpike northbound bridge over NH Route 108 and on an abandoned railroad line in Dover. The Spaulding Turnpike northbound traffic was reduced to one lane and the Exit 7 northbound on-ramp was closed for up to eight hours.

The City of Dover Open Lands Committee hosted a sunset walking tour of the Bellamy River Wildlife Management Area during the evening on July 14, which was led by New Hampshire Fish and Game biologist Jim Oehler.

The Bellamy River Wildlife Management Area is located on the west shore of the Bellamy River, between Dover and Portsmouth. It consists of a wide variety of land types, vegetation and wildlife habitats. The tour is a perfect opportunity to explore this beautiful area and learn more about the habitat and the important role land owners play in helping preserve the area's natural beauty.

The tour lasted about two hours and was free and open to the public. The Dover Open Lands Committee consists of local volunteers and city staff who work with willing landowners to conserve Dover's important natural and cultural resources. These resources include drinking water supplies, farm and forest lands, critical fish and wildlife habitat, and the preservation of our community's character for current and future generations to enjoy.

The City advertised that Crews would be striping and painting portions of Silver Street during the first part of July as part of the remaining work on the Silver Street Reconstruction Project.

Motorists were advised to seek alternate routes while the work is under way as traffic delays were expected. For more information on this project, visit <http://www.dover.nh.gov/government/city-operations/community-services/silver-street-reconstruction/index.html>.

The City of Dover's annual curbside weed control operations began the beginning of July.

Curbside weed control spraying began in the downtown area along heavily used sidewalks, continued along some city roads, including Back River Road and Sixth Street. Typical areas that received this treatment include sidewalks, roadside shoulders, guardrails and the area near signage.

Curbside weed control will continue through September. A map of all curbside weed control operations this season can be accessed on the city's website

When left unchecked, weeds and other plants can cause significant damage to the city's streets and sidewalks. Responsible weed control protects and extends the life of these significant investments and help maintain the aesthetic appeal of Dover.

Only herbicides approved by the New Hampshire Department of Environmental Services are used and any product is applied in targeted areas using minimal amounts.

The City of Dover has a brochure which was posted on the website answering frequently asked questions about this process, titled Curbside Weed Control & Roadside Vegetation Management. This information is also on the following two pages. A map of weed control can be found on the city's website as well.

Curbside Weed Control & Roadside Vegetation Management.



Why do we need to control weeds?

The City of Dover spends thousands of dollars each year building and maintaining streets, sidewalks and drainage systems. When left unchecked, weeds and other plants can do significant damage to this infrastructure. Responsible weed control protects and extends the life of our important investments. Weed control along roads and curbs also maintains the aesthetic appeal of a community.

The goal is to promote safety and still achieve quality results. Typical areas where vegetation management techniques and weed control may be employed include: sidewalks, curb / gutter lines and catch basin perimeters. Other areas that may be included periodically are: rights-of-way, roadside shoulders, guardrails and around signage. Only herbicides that are approved by the Department of Environmental

Services are used and any product is applied in targeted areas using minimal amounts.

What do we do?

We treat along the curb lines where pavement meets curbing and curbing meets sidewalks, specifically targeting the growing weeds. Spraying is a part of our vegetation maintenance, which also incorporates mowing and string trimming.

Where do you spray?

We employ a minimalist approach to our spraying. Spraying occurs along main streets in the downtown area, where there is curbing or gutter lines, including tops of sidewalks where needed, perimeter of catch basin rings that reside in the gutter line, and other city owned property showing signs of weed growth.

When does this happen?

Our program begins in May and is completed in September. The four applications are conducted when there is no anticipated rainfall and winds do not exceed 10 mph.

When will you be in my neighborhood?

Since treatment is weather dependent, it is hard to publish an exact schedule of the day spraying will occur in an area.

What products are used for weed control?

Our contractors use products that are approved by the Department of Environmental Services and apply the product at rates that are the minimum that can be used and still achieve the quality results needed to be cost effective.

Can just anyone spray?

No, our curb line weed control contractors are licensed through the State and must apply for permits to apply products through the NH Department of Environmental Services.

What if I don't want any spraying by my house?

Sidewalks are included in the City's Right of Way and the responsibility for maintenance and repair lies with the City. Ultimately it is the City that faces liability for sidewalk defects, not the abutting property owners.

Understanding that some may disagree with how various activities are managed, we ask you to recognize that the City serves many through conscientious decision making and employing effectual methods.

The City advertised that new traffic patterns are now in effect on Chestnut Street. Crews have completed striping on Chestnut Street to accommodate traffic pattern changes. Changes are as follows:

- The double-yellow line on Chestnut Street, between Fourth and Third streets in the direction of Washington Street, will be revised to guide motorists to a new through-lane;
- A dedicated left-turn-only lane will be marked for motorists turning left onto First Street from Chestnut Street;
- A dedicated left-turn-only lane will be marked for motorists turning left into the Transportation Center parking lot from Chestnut Street;
- To help guide motorists, a painted island will be installed in the area between the railroad tracks on Chestnut and First streets.
- A parking bay will be installed at the outermost lane on Chestnut Street, from First Street to the crosswalk by the Post Office;
- A painted island will be installed on Chestnut Street from the location of the Post Office, in the direction of First Street, to facilitate a single through-lane in either direction;
- A bus pull-out area will be created by the Post Office, at the location of the existing crosswalk;
- A bus pull-out area will be designated in front of the police station.
- The crosswalk adjacent to the Post Office relocated towards Washington Street. Handicapped accessible tipdowns installed, along with a bumpdown on the Post Office side of the crosswalk

In July Media Services produced the first in a series of videos on how zoning works. This video, titled “Finding Balance: Rezoning and Growth in the City of Dover,” focuses on rezoning and how planners, DBIDA, businesses and the public try to achieve a better balance through rezoning. The video can be seen on Channel 22, on demand and in HD on the City’s YouTube channel.

Media Services was on hand to record the groundbreaking ceremony on July 22 for the new high school and Career Technical Center. The ceremony was attended by city, school and state officials and marks the official beginning of the new school’s construction phase. The school is expected to be open to students in 2018. In addition, Media Services is documenting the entire construction process, including timelapse and aerial photography, and interviews with project members.

In July, Media Services launched a new initiative, “Dover Votes!”, aimed at encouraging voter turnout and participation in elections. This initiative will focus on education and outreach. The most recent component is the creation of a special web page for the Ward 4 City Council special election in September, and related outreach, including Dover Download, social and local media.

Media Services provided coverage of numerous civic events in July, most of which are included in the video version of Dover Download, which begins airing soon, following a short hiatus. Some of the events include the annual 4th of July fireworks and celebration, Dover Night Out, Harry Potter Day at the Dover Public Library, Pokemon in Dover, and the Dover Middle School Arts Show.



City Programs

Gym

The playgrounds program was ongoing in July, with daily trips to the Jenny Thompson Pool, and weekly field trips to state parks. Youth Theater camp with Jeff Leaf was full so an afternoon session was added and both camps ran for two weeks at the City Hall Auditorium. Interval Toning continued their early morning schedule of classes and Yoga began a new session of both the beginner classes. Zumba® classes were on-going. Fall field scheduling is on-going.

Pool

The Swim teams continued to practice at the Outdoor Pool during the month of July. Seacoast Swimming, Oyster River Otters, Exeter Swim Team, Cannonball Swim and Great Bay Masters have been consistent all season. Seacoast Swimming also hosted a major swim meet which ran well and was well attended. The Jenny Thompson Invitational ran from July 7th through the 10th. Despite a few parking concerns the meet ran great. With other summer programs there is an average of around 300 swimmers per day at the Jenny Thompson Pool between all of the Dover City groups (Playgrounds and Camp Kool), Somersworth Recreation, York Recreation, Farmington Recreation, Tri-Star Summer Camp, Kittery Recreation and Eliot Recreation. Rec Swim Lessons at the Indoor Pool have been very successful. Recreation offered 43 classes and most spots filled well in advance. Besides swim lessons, the Indoor Pool has seen its usual number of Adult Lap swimmers and therapy swimmers on a daily basis, averaging nearly 90 people every day.

Ice Arena

The Holt Rink at the Dover Ice Arena re-opened on Friday, July 1 after a few weeks of annual maintenance and cleaning. The arena started out with a youth hockey tournament over the 4th of July weekend and teams from all over New England attended. That week the summer season officially started at the arena and youth and adult programs and leagues started up again. The Arena offers youth and adult hockey skills programs and learn to skate programs all summer. July also brings many youth hockey camps and clinics to the Dover Arena. Camp Kool is in full swing for the summer and offers children ages 6 – 12 years old a fun recreational environment at the Dover Arena including, crafts, games, swimming, ice skating and field trips weekly. The Seacoast Roller Derby team had a bout on Saturday, July 30 against a team from Manchester, New Hampshire. There were about 350 guests to watch the bout. Roller Derby continues throughout the summer with practices and bouts. Their next bout is Saturday, August 27th at 5:30 PM. Adult and Youth Stick Practice: 340

Senior Center

In addition to 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 the Walking Group tours Dover every Tuesday and Thursday morning, averaging 1.5 miles per day. The Senior Center hosted Jenny Rivard of the Elder Care Access Foundation, who spoke to members and answered many questions about advance directives, estate planning, long-term care insurance, and other important legal issues. Jenny will be back in September! Senior Center members have been enjoying the short but so-far fabulous summer with some terrific boat trips, including the Plymouth Belle, a Portland Seadogs Game, and the upcoming Canadian Maritimes trip in August. Mystery Lunch: 24 participants.

Public Library

Total circulation at the library during the month of July was 27,245. Of this 27,245, 13,951 was adult, 10,650 was children's circulation, 2,084 was Overdrive downloadable books and 560 were Hoopla media items.

The library has 7,766 social media followers: 2,056 on Facebook, 758 on Twitter, 784 on Instagram, 1,258 on Pinterest, and 2,910 subscribers to the library's two e-newsletters. The library website received 19,256 page views during July. The Library posted 74 items on Facebook, 34 on Instagram, 39 on Twitter, and added 6 pins on Pinterest. Staff wrote 1 Blog post, and sent one press release to media outlets during July.

During July, borrower's cards were issued to 17 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. (Total = 83 since new policy initiated in mid-May.)

The public library borrowed 47 items from the school libraries and sent 1. The public library's System Administrator aided the Dovertown school libraries with 4 Koha system issues during July.

The library's Summer Reading programs for children, teens, and adults registered 916 participants: 638 children, 116 teens, and 162 adults.

July program attendance at the library totaled 2,459 at 53 programs which included story times, adult coloring sessions, kids' crafts, Summer Reading program activities, Mother Goose and Toddler Time sessions, Harry Potter's Birthday Celebration (with 400 attendees), the Vertical Dreams climbing wall, a Mario Kart tournament, storyteller Simon Brooks, a Thank-A-Hero program, CMNH show, a trick basketball star held at SOCC, movie showings, book group, 4 Book-A-Librarian appointments, Lego Saturdays, music with benji, Game Night, and 4 technology classes. Library program attendance does not count the huge numbers of Pokemon GO players on the front lawn at all hours of the day and night!

The library would like to highlight one event in particular: Harry Potter's birthday was celebrated with a wildly successful party on the library's lawn on Saturday, July 30 from 9am to 1pm. Over 400 people attended and participated in Hogwarts classes and activities such as Quidditch on the McConnell Center lawn, wand-making, magical creatures, potions, and herbology. Azkaban prison (the photo booth) was well represented as was the Great Hall filled with hovering candles and plenty of birthday refreshments. All participants were sorted in one of four Hogwarts houses, given laminated student ID badges, and then competed for house points (Ravenclaw was the winner!) and a Harry Potter trivia contest attracted 26 teams in competition for great prizes. Inside the library, prefects kept order as participants searched the building for 12 hidden Moaning Myrtles. A Horcrux Scavenger Hunt sent participants to eight downtown Dover businesses, collecting Potter stamps for a raffle.

This event, one of our biggest ever, was the brainchild of Aimee Lockhardt who worked countless hours on its theming, organization and staffing, design, and activity schedule.

Michael Lockhardt, Dover's Media Services Technician, put together a video of the above celebration – he did a fantastic job!

<https://www.facebook.com/DoverPLNH/videos/10154181355905546/>



Dover High School Liaison Officer.

Now that the school year is over, Officer Kennedy has been patrolling the downtown area, often on a bicycle or in a cruiser.

During the month of July 2016, Officer Kennedy conducted numerous checks each day of the Community Trail, Dover Transportation Center, the Dover Parking Garage, Henry Law Park, Skate Park, Hancock Street Park, Park Street Park, Bellamy Park, and all areas and streets associated with downtown.

Officer Kennedy has also conducted numerous checks of the wooded areas close to the downtown and come across several make shift camp sites on City property. The sites are littered with trash. Officer Kennedy has coordinated with Community Services to clean up these sites and warn the occupants accordingly about living on city property. He has also helped to provide services to those who wish to obtain services. In fact, Officer Kennedy meets daily with some of the transient population in the downtown area to offer various types of assistance.

Officer Kennedy has assisted patrol with several calls for service in the downtown area to include disturbances, motor vehicle accidents, and other traffic related calls.

Dover Housing Authority Liaison Officer Program

During the month of July, Officer Plummer was involved in an investigation regarding a DHA resident who suffered from mental health related issues and also had custody of his son. Officer Plummer met with the resident and determined that the environment was in fact unsafe for the young child. Officer Plummer coordinated moving the child to a safer living environment with another family member, and assisted the resident in obtaining mental health assistance.

During the month of July Officer Plummer distributed 3 bike helmets to children that did not have access to a bike helmet.

Officer Plummer remains visible in the DHA neighborhoods and spends time walking around on foot and interacting with the residents.

It is also not unusual to see large groups of children in the substation or out front talking with Officer Plummer and collecting police stickers.

Dover Middle School Liaison Officer.

Now that school is no longer in session Officer Pieniazek has also been supplementing the patrol force while also assisting the Community Outreach Bureau. This has included supervision the Dover Teen Center and assisting with the Dover Youth to Youth Advocacy Training camp.

Additionally, Officer Pieniazek traveled with 15 students to the Youth to Youth 2016 Eastern States Conference at Bryant University in Smithfield, RI, to participate in a four day conference with the students.

As part of the Dover Police Department's heroin initiative program, Officer Pieniazek contacted 3 members of the Dover community who were treated for an opioid overdose and offered each follow up assistance.

Dover Teen Center

The Dover Teen Center calendar for July 2016 consisted of educational and social programming for its youth participants. For the month, the teen center saw a total of 177 participants on 15 days of programming, which yielded an average of nearly 12 participants per day.



Dover Teen Center receives a nice welcome from the Fisher Cats during the game on July 20, 2016.

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

Fort Foster BBQ & Swim (7/7)
Drop-In Day! – DVD Movies & Ice Cream Sundaes (7/8)
Canobie Lake Park w/ Y2Y (7/15)
Ellacoya State Park (7/18)
NH Fisher Cats Baseball Game (7/20)
Old Orchard Beach (7/21)
White Lake State Park (7/26)
Portland Sea Dogs Game (7/27)
York Short Sands Beach (7/28)

There were 3 new registrations for the Teen Center in July 2016

Dover Coalition for Youth

On July 6, 2016, the Dover Police Department along with other local police departments, hospitals, and recovery centers launched a Police Assisted Access to Recovery program. The Dover program is a partnership with Wentworth-Douglass Hospital and SOS Recovery Community Organization. The police department opened its doors Monday-Friday from 9am to 4pm to people seeking recovery from a drug addiction. Participation in the Dover program starts with an individual walking in to the police station or any one of the fire stations. The participant will have a brief intake with a police officer who will then provide transportation to Wentworth-Douglass Hospital. A trained recovery coach from SOS Recovery Organization will meet with the individual at the hospital to help navigate treatment options and recovery support systems. The program is designed to help communities address the local opioid problem by connecting individuals to resources and learn about treatment options.

Vicki continues to implement a comprehensive plan to address the heroin epidemic. The plan includes community forums, education in schools, providing resources to individuals with substance use disorders, reducing access to opioid, follow-up after an overdose and a media campaign called the "If I'd Known" campaign. The campaign currently consists of a series of radio PSAs intended to help raise awareness about the heroin problem in our community and connect people with prevention, treatment and recovery resources.

On July 22nd Vicki Hebert met with Dr. Edward Reynolds from the University of New Hampshire to discuss a grant proposal he is working on to increase community engagement on addiction issues through a series of structured communications classes. The Coalition will be providing a letter of support for the application and will help the students host a town hall meeting in the future.

Dover Court Diversion Committee

The Diversion Committee did not meet during the month of July. As of the end of the month, there is a total of 2 active Diversion cases: 2 cases already in active Diversion Contracts, 0 successful completion and release, 0 new cases heard, 1 case awaiting the next meeting.

Community Service Program

The Community Service program continued to track three active participants during the month of July of 2016. A total of 8.5 community service hours were completed during the month. None of the participants finished his/her assigned hours.

Dover Youth to Youth:

On July 11-15 Dover Youth to Youth conducted its annual Youth Advocacy Training Camp for middle school age students who have an interest in possibly joining the program in the fall. During the training program, students receive a series of classroom sessions on drug and alcohol issues taught by older, experienced Youth to Youth members. They were also trained in skills used in Y2Y such as how to make a radio spot and public speaking.

During the week, teams of students recorded several radio PSAs at a local studio, conducted Sticker Shock at 3 local stores, gave 7 medicine safety presentations at local day care centers, held an informational demonstration in downtown Dover, and concluded with a one-hour presentation to all of the participants' parents in the cafeteria at the McConnell Center.

A total of 15 Dover students who will be going into 6th grade next year received this training. Also attending the camp were students from Youth to Youth programs in Epping, Newmarket, Somersworth, Rochester, Milton and a small group of students from Burlington, Vermont. In addition, adult advisers from communities wanting to start a similar program came to observe Youth to Youth and the training process, including adults from New York, Vermont, Oregon, North Carolina, Connecticut, and Nebraska.



One of the Dover Youth to Youth Advocacy Training Camp teams recording their public service announcement.

Six members of Dover Youth to Youth attended the Eastern States Conference at Bryant College July 28-31. Two members are participating as conference youth staff and 4 as participants. This is a large prevention conference that includes groups from all over the eastern US. Two members will teach a workshop on Public Speaking while there.

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

	Last Update	Current Update
Street Improvements	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.	The bid has been awarded to Pike Industries, Inc. Paving is due to start in August or September.

	Last Update	Current Update
Tolend Road Reconstruction	Awaiting final As-built. Landscaping has been completed.	Awaiting final As-builts.

	Last Update	Current Update
Newington-Dover NHDOT	All of the easements have been acquired. The bids have been received by the State and are being reviewed.	The bids have been reviewed and will be approved at the end of August by the State to Severino.

	Last Update	Current Update
Bridges	Whittier Street Bridge- all easements have been acquired. The State of NH and FHW are conducting the final review prior to authorizing the bidding. The General Bridge Repair bids for repairs to the Central Avenue Bridge by First St, Chestnut Street expansion joints and Washington Street bridge watermain have been received and are being reviewed.	Whittier Street Bridge - We have received authorization to place the construction out to bid by the State of NH. The bid process will begin in August. The General Bridge Repair bids for repairs to the Central Avenue Bridge at First Street and the Chestnut Street expansion joints have been awarded and will begin construction in August. The Washington Street Bridge water main will be approved at a later date.

Waste Water Treatment Plant Facilities Plan

Last Update

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.

Current Update

Mike Gillis, Dover's Media Coordinator, prepared a video which was a key element of the interview between the National Oceanic and Atmosphere Administration grant reviewers, who were in Michigan, and the New Hampshire applicants, who were at the University of New Hampshire. Several members of the NH team were recorded which was converted into a presentation to explain the purpose of the proposed research and its importance to the end users. The NOAA reviewers complimented us on the professional presentation. We expect to hear if the grant is chosen for funding in August. The WWTP will host a site visit to show off the upgrades that have been in process at the plant during the last 18 months on August 24th. The New England Water Environment Association is sponsoring the visit.

Tolend Landfill Remediation

Last Update

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.

Current Update

The remediation system continues to run efficiently with the exception of the excess iron precipitate that periodically needs to be cleaned out of the on-site system piping as well as the sewer force main. The cleaning of the sewer force main by city staff is not always well coordinated with the cleaning of the on-site system which is maintained by a private contractor as city crews are often unavailable due to competing priorities. This lack of coordination has caused the remediation system to be shut down for extended periods of time. In an effort to minimize system downtime we are investigating having the landfill contractor assume responsibility for cleaning the sewer force main.

Richardson Drive

Last Update

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

Current Update

No Update

Nelson Street Reconstruction

Last Update

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

Current Update

Target Construction has begun work on construction project.

Leighton Way Pump Station Replacement	Last Update	Current Update
	Bids have been received and are being evaluated.	Scherbon Consolidated, Inc. was selected to complete the project. A pre-construction meeting is scheduled for August 11, 2016.

Water Facilities Upgrade	Last Update	Current Update
	The bid due date has been extended to July 12, 2016.	Contractor has been selected and approved. The preconstruction meeting is scheduled for August 17.

Inflow & Infiltration	Last Update	Current Update
	Project is almost complete, finalizing as-built drawings and tie-card information.	The Beech Road and Longmeadow Road project is complete. Paperwork is being finalizing with NHDES and the consultant.

Traffic Signal Upgrade	Last Update	Current Update
	Continue to work on traffic light software. Signals along Route 108, between Back River Road and Locust Street, are being extensively investigated as part of a traffic impact study of the Route 108 corridor and the Dover High School/Middle School.	No Change

Keating / Birchwood Reconstruction	Last Update	Current Update
	Northern Utilities has been replacing gas lines throughout the neighborhood. Design engineering continues to progress.	No Update

Recognition

Dispatcher Nicole Moore is a new Public Safety Dispatcher for the Dover Police Department. She lives in Manchester and is currently attending Southern New Hampshire University in pursuit of her degree in Criminal Justice. Prior to being hired with Dover PD, Dispatcher Moore was a Police Dispatcher in Concord for nearly 4 years.



We are pleased to recognize two Dover Public Library staff members, **Aimee Lockhardt** and **Emily Fortin** (below), who earned their Master's degrees in Library Science this summer, Aimee at Syracuse and Emily at Simmons!



The Human Resources Director and the City Manager's Assistant attended a conference on the Art & Science of Writing Job Descriptions.

On July 21, 2016, Detective Sergeant Nadeau and Detective Mask attended training on Drug Overdose Death Investigations.

During the month of July, all sworn officers attended defensive tactics refresher training.

July saw many training sessions occurring for the various members of Fire & Rescue with a few highlights noted here. The shifts started working with the new Wentworth Douglass Hospital Simulation Manikin's in their Simulation Lab. This very expensive training system provides computer run manikins that display signs of life, and signs and symptoms of medical emergencies, as well as react to interventions and treatments properly when given by our staff members and in real time. The training sessions can be videoed and reviewed for best practices and is the new standard of medical training for all care providers from doctors on down to Emergency Medical Staff such as Fire & Rescue employees. WDH's intent is to support community health systems by making this training system available for Dover and the surrounding areas. Our crews rotated through in-service to WDH, trained with the simulators, and responded on calls for service in the community if received during those training sessions which is a big win-win for Wentworth Douglass Hospital, Fire & Rescue, and the citizens in Dover. This also allows training sessions to encompass the whole emergency medical system continuum of care where Dover crews "respond and meet the patient", provide interventions, "transport", and then hand care over to Emergency Room Staff (who are also training) for treatment at that level before progressing for further care to a specialty team further inside the hospital chain. The sky is really the limit here with this new level of training and we thank Wentworth Douglass Hospital for purchasing the systems and dedicating resources to operate it. For more information on this type of training system, go to <http://www.laerdal.com/us/SimMan3G> and to <http://www.laerdal.com/us/SimMan3G>.

July also saw the shifts continue participating in the Police Outreach Employee Vicki Hebert's presentation on the Community Access to Recovery Program which started 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.

The Assistant City Manager began taking classes as part of the Certified Public Managers program offered by the State of New Hampshire, on July 26. This program is designed to educate managers and supervisors on management techniques and policies. The coursework for July was an overview of the next 11 months and the readings and out of class assignments, which will be required as part of the curriculum.

Community Development Planner Carpenter and Assistant City Planner Piekut attended ArcGIS Online workshops offered by the UNH Cooperative Extension.

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

- The City Manager forwarded a list to the City Council that shows properties evaluated by DBIDA for possible rezoning.
- The City Manager advised the Council that there would be a representative of the Cemetery Committee in attendance at the Council meeting to give an overview of the recommended rate increase.
- A letter Representative Guinta sent to administrators with the US Environmental Protection Agency regarding concerns relative to the EPA's current draft of the Municipal Separate Storm Sewer System (MS4) Permit for NH communities was forwarded to the Council by the City Manager.
- The City Manager explained to the City Council that the Severino proposal to excavate the bluffs and complete the needed site work in exchange for the future sale of land has been withdrawn.
- The Manager provided the upcoming City Council meeting schedule to the Council.
- 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.

The Human Resources Director met with various Department Heads to go over their wants and needs as far as what she can provide. A larger project the HR Director has been working on is reviewing all of the current City of Dover Administrative Regulations for consistency and up to date information. She will be determining what, if any, new administrative regulations need to be produced for the City Manager's review.

The City Manager's Assistant is working on a tracking system for certain types of employee leave such as FMLA, Disability and Worker's Compensation. From this tracking system, the goal is to be able to pull a report for the Joint Loss Management Committee as well as reports to update the Department Heads. This continues to be a work in progress.

The City Manager's Assistant posted and advertised for four vacancies in July. Two were for Truck Drivers, one was for the Building Official and the other for the School Crossing Guard.

The Tri-City Coalition met on Thursday, July 21, from 5 to 6:30 p.m., in Council Chambers and the meeting was open to the public. The Tri-City Coalition consists of the mayors and two city councilors from Dover, Somersworth and Rochester. The coalition aims to foster dialogue, exploration and implementation of joint policies and programs that benefit the three communities.

Total Tax Rate: \$26.61

City Tax Rate

\$10.47

Local School Tax Rate

\$10.65

State Education Tax Rate

\$2.49

County Tax Rate

\$3.00

Tax Year

April 1 to March 31

Taxes due in

December & June

Parking Bureau:

Comparing meter transactions during FY16 to the prior year (FY15), there were 39,000 additional visitors downtown. Comparing FY16 to FY14 there was an increase of 40,500. Parking permits are also up significantly with an additional 108 business monthly permits being sold in July of 2016 compared to July of 2015, an increase of 32%.

At their July meeting, the Parking Commission voted to recommend that City Ordinance 166-22 and its related Schedule J be rewritten to limit parking in each two- hour zone to “two hours in a day” per zone. This was done in response to employees who would move their car one space (shuffling) to avoid the intent of the parking regulations. The recommendation will go before the City Council in the fall.

The Parking Commission also supported an option for permit holders to pay for their parking permits with a credit card at the parking office. They recommended that a \$1 convenience fee be added per permit to cover the credit card fees the city would be charged.

In addition, they recommended that the new parking area on the Chestnut Street Bridge be designated for two-hour parking to evaluate the demand.

Finally, Parking Commission recommended that the surface spaces in the Orchard Street parking lot have a 3-hour time limit. This will open up the 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.

Traffic Bureau

On July 1, 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 Indian Brook Drive, Tolend Road, and Watson Road.

Sgt. Speidel worked closely with Recreation Director Gary Bannon and Dover Fire Assistant Chief Haas to coordinate traffic and crowd control logistics for the City’s Independence Day firework celebration on July 4. This included the advance posting of parking restrictions in the Henry Law Park area, deployment of barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of security and traffic personnel, and coordinating with event organizers on other logistical matters.

Sgt. Speidel coordinated all traffic control particulars for the SIX03 Endurance Summerfest 5K/10K event on July 31. The 10K is part of the Dover Race Series, and an additional 5K course was incorporated into the event this year. The Traffic Bureau handled the deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel including members of the Rollinsford Police Department, and coordinating with event organizers on other logistical matters. This event was held at the Dover Ice Arena and a portion of the proceeds are earmarked to benefit the Jenny Thompson Outdoor Pool.

Sgt. Speidel worked closely with staff and volunteers from the 7th Settlement Brewery who hosted the second annual Seacoast Brewfest craft beer festival on July 9-10 at Henry Law Park. Sgt. Speidel coordinated the advance posting of parking restrictions to allow for implementation of the event's block party permit.

The Dover Police Department performed 59 man-hours of targeted DWI saturation patrols on Friday and Saturday nights during the month of July, 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 9 DWI arrests during the month of July.

The Speed Monitoring and Awareness RADAR trailer was deployed in several different locations during the month of July, including Old Rochester Road, Piscataqua Road, Dover Point Road, Middle Road and Portland Avenue.

Sgt. Speidel performed a total of 5 child passenger seat inspections during the month of July. 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 July:

- Seacoast Grower's Association / Chamber of Commerce Farmer's Market July 6, 13, 20, 27
- Cochecho Arts Festival Friday night concert series, July 8, 15, 22, 29
- Woodman Museum centennial celebration, July 23
- Florence Street neighborhood block party, July 30
- On street parking restrictions for Nelson Street reconstruction project
- On street parking restrictions for Central Avenue sidewalk project
- Window replacement project at 83 Washington Street

Traffic Accident Investigation Team:

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

The Dover Police Department Collision Investigation Team participated in training on July 20. Training topics included a review and update on collision callout protocols, overview of equipment storage and deployment for new team members, and practice in the total Station scene mapping system.

The Assistant City Manager attended the July 21 Tri-City Coalition meeting along with staff from Rochester and Somersworth to discuss a NHDOT project focused on improvements to NH Route 108 from Week's Crossing to Skyhaven Airport, in Rochester. The Coalition supported the project and encouraged staff to continue to work with Strafford Regional Planning, COAST and NHDOT to develop design guidelines for the project.

The Assistant City Manager continued to interact with Sebago Technics, an engineering firm, reviewing the traffic and congestion on NH Route 108 between Stark Avenue and Mast Road. This stretch of road includes the Middle and High schools as well as the Back River Road intersection. Sebago is working with data provided by the School Department as well as various City Departments to review improvements that might be possible along the stretch of road.

Fire & Rescue Inspection Services:

Inspection Services continues to be very busy with a total count for inspections in July conducted and permits issued at 578. Here is the Inspection Services activity breakdown for July:

Inspections - Life Safety	13	Inspections - Plumbing/Mechanical	200	Inspections - Woodstove/Fireplace	00
Inspections - Business	03	Inspections - Blasting	0	Permits Issued - Blasting	02
Inspections - Sprinkler/Alarm	08	Inspections - Health	47	Permits Issued - Building	52
Inspections - Building	130	Inspections - School / Daycare	13	Permits Issued - Certificate of Occupancy	04
Inspections - Electrical	101	Inspections - Oil Burner	01		

These 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”.

After much time and consideration, Fire/Rescue and Inspection Services announces long-time inspector Jim Maxfield has been promoted permanently to the role of Building Official – congratulations Jim! Jim, after serving as Interim for two months after the retirement of Tom Clark who held the position for 30 years, has experienced most aspects of the job and done well at upholding the City’s Customer Focused Core Value in the daily management of the Inspections Bureau. A search is now underway to fill the Building Inspector position that Jim vacated in the promotion. July was a tough month for Inspection Services with one position unfilled and while inspectors took their contractual and well-earned time off on vacation in a rotating manner.

The big news in Inspection Services this month was just a consistent string of inspection needs all over the City. Often there are themes or trends in a month, and July’s can be summed up as full speed ahead residential as the summer/warm weather building season was in full production. The Emerald Lane single family development in the western part of Dover has multiple foundation installs occurring and framing projects starting. Jacqueline, Sonia and Sierra Drives on the South East side at Thornwood Village and Pointe Place all have numerous homes starting and finishing up, triggering multiple inspections at all levels. The same is occurring at Arbor Woods adjacent to the Mast Road and the Hannaford’s on Grapevine Drive. All and all, a busy month at Inspections!

Planning, Legal and Community Services staff reviewed opportunities to revise and improve Chapter 152, Streets and Sidewalks. The revisions are focused on improving the application process for using property within the City’s Rights of Way.

Planning and Recreation staff worked with the Purchasing Agent to review bids for HVAC improvements, using CDBG funding, in the McConnell Center. This funding, approved as part of the FY17 CDBG Action Plan, seeks to improve heat within spaces on the first floor of the McConnell Center.

Assistant City Planner Benton accompanied members of the Community Services Department, UNH Stormwater Center, and Environmental Protection Agency on a tour of the Berry Brook stormwater project.

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 had two meetings with School department staff to review preliminary plans and proposals for improvements to Garrison Elementary School. Reviewed at the meetings was previous project development, inclusion in the Capital Improvements Program and the history of the elementary school.

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. The Public Utilities Commission has confirmed that the City must remove relevant accounts from its third-party electricity supply contract before applying to be a net metering host. It was also discovered that as soon as the net metering cap was raised earlier this year, most of it was filled with existing hydroelectric dams, when it had been expected to benefit the many solar projects in the works in the state. For now Dover's projects are ready to go, prioritized, and on hold as the legislative effort to increase the cap again evolves.

The Energy Commission continues to plan a method to input data into 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 reviews processes.

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. A resolution to approve the phase 2 work for Union Studio was approved by the City Council on July 13th. Meetings were held on July 6th and 13th with staff and a local contractor to discuss his proposal for site excavation and grading in return for some of the waterfront property for future development. A CWDAC meeting was held on July 19th to discuss the proposal, which was later withdrawn. Also on July 19th a site walk was held on the waterfront site to review dock location options.

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, as well as land and streetscape improvements integration of the site into the larger downtown community was reviewed. Staff is working to bring the term sheet for the sale of the property to the Council later in the summer.

The Assistant City Manager continued to work 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 is continuing to work with departments on the annual process of updating the Capital Improvements Program. Work in July included preliminary project review, updating the financial models used for the review and discussing new projects with departments. Work will continue on this project over the course of the summer.

The Stewardship of Resources Master Plan Steering Committee held their fourth meeting. The committee reviewed results of a survey that was issued to receive citizen input and discussed the chapter outline that will be used to structure the Chapter.

The Steering Committee for the Transportation Chapter of the Master Plan held its final meeting. The Committee forwarded the final draft chapter to the Planning Board for their review.

The Planning and Community Development staff began environmental reviews for projects that were approved as part of the FY17 CDBG Annual Action Plan.

In July, the Zoning Administrator addressed enforcement issues regarding motor vehicle junkyards/junkyards, temporary signs, chickens, abandoned/overgrown homes, wetland buffers, and home occupations, reviewed permits for signs and accessory dwelling units, and responded to various inquiries into land use and dimensional regulations.

At the request of the Planning Board at their May 24 and July 26 meetings, Assistant City Planner Piekut has worked to further develop sign ordinance amendments that meet the needs of Dover property owners and organizations and maintain constitutional legality while preserving tradition and preventing sign pollution.

Planning staff reviewed options for developing a report to submit to the Planning Board and the City Council for area rezoning. This project was prompted by a project Planning and Economic Development staff are working on to look at various areas of the City to rezone to increase commercially zoned property.

City Planner Bird worked with the consultants from Union Studio and Waterstone Engineering to submit on July 21st 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 hire a wetlands scientist to assist with wetlands delineation for a public walking trail on property owned by the Ezra Green homeowners association.

Planning Board

On July 26, the Planning Board approved a Lot Line adjustment between 2 lots on Maplewood Avenue, continued discussions on the required amendments to the sign ordinance, and had a presentation from the Transportation Chapter Master Plan steering committee and consultant.

Zoning Board

Met on July 21, and granted a variance (Z16-09) 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 minimum 270-foot front setback where a build-to line of 20 feet minimum, 35 feet maximum is required. The Board also included a condition to prevent further subdivision of the lot.

Technical Review Committee

Did not meet.

Conservation Commission

Did not meet.

Community Trail

Assistant City Planner Benton assisted the CTAC with setting up and staffing a booth at the Cochecho Arts Festival on July 15th. Assistant City Planner Benton staffed a meeting of the CTAC on July 29th. The Committee reviewed the progress with the Transportation Alternatives Program grant, Dover obtained to continue the trail. The Committee also discussed outreach and education about the trail at the Cochecho Arts Festival, and other community events. Finally, the Committee discussed updating the logo.

Housing Standards Board

Did not meet.

Transportation Advisory Committee

Met on July 25th to review a requested change to Chapter 66 to allow skateboards on streets downtown; this change was not made. Additionally, the TAC endorsed a request to add distance between allowed parking on Sixth Street and the intersection with Horne Street, to increase visibility for drivers turning from Horne Street onto Sixth Street, and a request to restrict parking on the western side of George Street between Henry Law and Sonnet Street.

Energy Commission

At its regular meeting July 21, the 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 and membership vacancies. The Commission discussed the Energy Star Portfolio Manager and possible partnership with the Career and Technical Center to launch use of the program.

Open Lands Committee

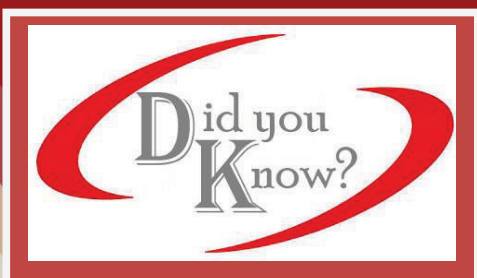
City Planner Bird attended a meeting of the Open Lands Committee on July 21st to provide support to the committee, including discussion about Apple Harvest Day activities and easement monitoring. City Planner Bird assisted the OLC in organizing a nature walk at the Bellamy River Wildlife Refuge on July 14th. City Planner Bird assisted the OLC with setting up and staffing a booth at the Cochecho Arts Festival on July 15th.

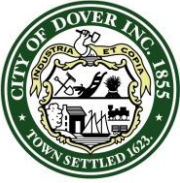
Downtown Dover TIF Advisory Board

Did not meet.

Heritage Commission

Did not meet.





CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, August 10, 2016**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Thibodeaux led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Shanahan.

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add the Appointments Committee Report, the Joint Building Committee – Dover High School and Regional CTC Report, and the Dover Main Street Report. Deputy Mayor Carrier moved to approve the Agenda as amended; seconded by Councilor Ciotti. Vote: 7/0.

7. PUBLIC HEARINGS

A. CHAPTER 5, BOARDS AND COMMISSIONS, SECTION 15 – JOINT FISCAL COMMITTEE SPONSORED BY MAYOR WESTON

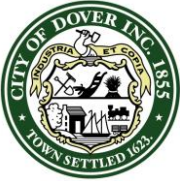
Mayor Weston, seeing no one wishing to speak, closed the Public Hearing.

B. REPROGRAM UNEXPENDED BOND PROCEEDS FOR WATER MAIN IMPROVEMENTS AND AWARD OF B16073 BRIDGE RELATED REPAIRS (CITY COUNCIL VOTE TO OCCUR ON AUGUST 24, 2016) SPONSORED BY MAYOR WESTON BY REQUEST

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

C. REPROGRAMMING UNEXPENDED APPROPRIATIONS AND SPAULDING TURNPIKE UTILITY AGREEMENT NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION SPONSORED BY MAYOR WESTON BY REQUEST

Mayor Weston, seeing no one 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, August 10, 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.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He said he was just informed that the City has been awarded a Youth Arts Project Grant of \$4,500 from the New Hampshire State Council of the Arts and National Endowment of the Arts for the mosaic tile project for the Parking Garage.

City Clerk Lavertu gave an overview of the NH Primary Election and Absentee Ballot.

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

Vote: 7/0.

10. APPROVAL OF MINUTES

A. July 27, 2016 – Regular Meeting

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor Gagnon.

Vote: 7/0.

11. MAYOR'S REPORT

Mayor Weston said it has been a quiet couple weeks. She mentioned that at the next City Council meeting the Ward 4 Candidates have been invited to introduce themselves to the Council. She attended the First Night Out, which was a chance to meet the Police and Fire Departments. She said the Council will be working on the City Manager's evaluation. There will be a 6:00 pm City Council Non-Public Session on August 24, 2016.

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

Vote: 7/0.

12. UNFINISHED BUSINESS

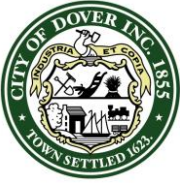
A. ORDINANCES IN THE 2nd READING

1. CHAPTER 5, BOARDS AND COMMISSIONS, SECTION 15 – JOINT FISCAL COMMITTEE

SPONSORED BY MAYOR WESTON

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

Roll Call Vote: 7/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, August 10, 2016**
Meeting Time: **7:00 pm**

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. REPROGRAMING UNEXPENDED APPROPRIATIONS AND SPAULDING TURNPIKE UTILITY AGREEMENT NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
Roll Call Vote: 7/0.

13. NEW BUSINESS

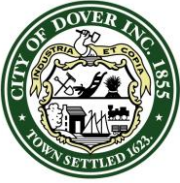
A. CONSENT CALENDAR

- 1. BLOCK PARTY – Derek Dextraze**
- 2. RAFFLE – Dover High School Football Boosters Club**
- 3. RAFFLE – First Parish Church, Congregational, United Church of Christ**
- 4. RAFFLE – Mezzanine Catering**
- 5. RAFFLE – Saint Mary Academy**
- 6. TAG – Dover Little Green Cheerleading**
- 7. TAG – Prime Time All Stars**

- 8. AWARD OF ADDITIONAL SCOPE OF ENGINEERING SERVICES FOR WHITTIER STREET BRIDGE OVER THE COCHECHO NHDOT #111/132**
SPONSORED BY MAYOR WESTON BY REQUEST

- 9. VARIOUS SENIOR CENTER TRIPS**
SPONSORED BY MAYOR WESTON BY REQUEST

- 10. ACCEPTANCE OF STATE OF NEW HAMPSHIRE EMPG MASS CASUALTY INCIDENT GRANT**
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, August 10, 2016**
Meeting Time: **7:00 pm**

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. Recreation Advisory Board
13. Solid Waste Advisory Commission
14. Transportation Advisory Commission
15. **Joint Building Committee – Dover High School and Regional Career Technical Center**
16. Joint Building Committee – Garrison Elementary School
17. **Dover Main Street**

Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor O'Connor.

Mayor Weston ask the Council if they had items they would like pulled for further discussion.

Deputy Mayor Carrier asked to pull the Appointments Committee Report, the Joint Building Committee – Dover High School and Regional CTC Report, and the Dover Main Street Report. Mayor Weston pulled Item #13.A.1.

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

Roll Call Vote: 7/0.

Deputy Mayor Carrier moved to approve Item #13.A.1.; seconded by Councilor O'Connor.

Mayor Weston asked for clarification on the purpose of the event.

Vote: 7/0.

Deputy Mayor Carrier gave an overview of the Appointments Committee Report and their recommendations for appointments:

New appointments:

Julie Fournier – Energy Commission Alternate

Grant Faustino – Energy Commission Alternate

David Gray – Transportation Advisory Commission Alternate

Deputy Mayor Carrier moved to approve the recommended appointments; seconded by Councilor Ciotti.

Vote: 7/0.

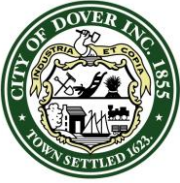
Change in status from an alternate to regular position on the following:

Allison Smith – Arts Commission

Martha Haley - Cemetery Board

Deputy Mayor Carrier moved to approve the change in status recommendations; seconded by Councilor O'Connor.

Vote: 7/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, August 10, 2016**
Meeting Time: **7:00 pm**

Appointments to another term recommendations:

Bret Carmichael – DUC

Christophe Cloitre – DPAC

David Dupont – Trustees of the Trust Fund

Richard Erickson – Conservation Commission

Jane Hamor – Arts Commission

William Hunt – Conservation Commission

Scott Johnson – DBIDA

Timothy Pavia - DPAC

Cora Quisumbing-King– Conservation Commission

George Maglaras – Parking Commission

Thomas Massingham – Parking Commission

Catherine Plante - Planning Board

Herman Stolzenberg – Ethics Commission

Deputy Mayor Carrier moved for the approval of the recommended appointments for another term; seconded by Councilor Ciotti.

Vote: 7/0.

Deputy Mayor Carrier listed the current vacancy. He asked citizens to visit the City Clerk to apply. He gave an overview of the Waterfront TIF Advisory Board makeup and said the committee will also be contacting people.

Councilor Ciotti added that they have asked the Deputy City Clerk to mail a letter to abutters in the Waterfront TIF District.

City Manager Joyal said that it will be done.

Mayor Weston moved to accept the Appointments Committee Report; seconded by Councilor Ciotti.

Vote: 7/0.

Deputy Mayor Carrier gave an overview on the Joint Building Committee – Dover High School and Regional CTC Report to the Council.

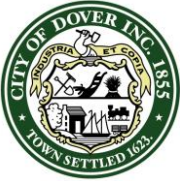
Deputy Mayor Carrier moved to accept the Joint Building Committee – Dover High School and Regional CTC Report; seconded by Councilor Thibodeaux.

Vote: 7/0.

Deputy Mayor Carrier said with the Ward 4 vacancy it also means that the Dover Main Street does not have a Council Liaison. He said he is a member of Dover Main Street and can keep the Council updated, or the Mayor will need to appoint a new Council Liaison.

Deputy Mayor Carrier moved to accept the Dover Main Street Report; 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, August 10, 2016**
Meeting Time: **7:00 pm**

B. RESOLUTIONS

1. PAYMENT IN LIEU OF TAXES AGREEMENT WITH THE DOVER HOUSING AUTHORITY

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor. Executive Director Krans of Dover Housing Authority gave an overview of the resolution to the Council.

Roll Call Vote: 7/0.

2. APPROVAL OF PAYMENT TO GREG KAGELEIRY UNDER COLLECTIVE BARGAINING AGREEMENT EFFECTIVE JULY 1, 1993

SPONSORED BY MAYOR WESTON BY REQUEST

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

Roll Call Vote: 7/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

City Manager Joyal referred to Item 12.C.1. and clarified that it's the City that is paying for the water/sewer improvements.

Mayor Weston asked if anyone wished to reconsider their vote.

The Council didn't wish to reconsider their vote.

Councilor O'Connor urged Ward 4 residents to research the candidates and get out to vote for them on September 13, 2016. He said Hazardous Waste Day is set for August 27, 2016, and urged people to use this opportunity.

Councilor Thibodeaux reminded citizens that she will be holding her Coffee with a Councilor this Saturday.

Councilor Ciotti thanked the City Clerk and her staff for having a Supervisor's of the Checklist meeting.

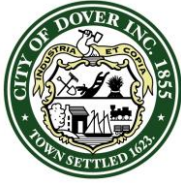
City Clerk Lavertu gave an overview of the registration process to the citizens, adding that same day registration occurs on the day of the elections.

City Manager Joyal said there is no excuse not to get out and vote.

16. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor Thibodeaux.

Vote: 7/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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:

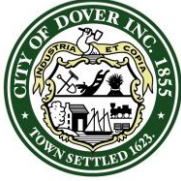
AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

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#: 12.C.1.

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

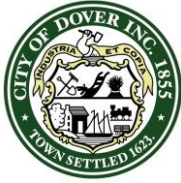
DOCUMENT HISTORY:

First Reading Date: 07/27/2016
Approved Date:

Public Hearing Date: 08/10/2016
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 - 2016.07.27 – 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.

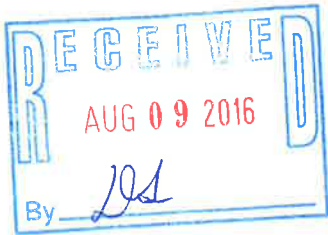
Award Information:

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](#)



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: 02-0229870

Check (✓) Nature of Organization:

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

Contact Person: SOPHIA MITROPOULOS Day Time Telephone: 207-459-0795

Address: 93 Locust Street Email: Greek FestivalDover@gmail.com

Purpose of Permit: Greek Festival Raffle

Date of Event: 9/2 - 9/3 Specific Time: 9/2 - 4pm-10pm 9/3 - 11am-11pm

Location of Event: Hellenic Center, Dover, NH

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

Prize (s) To Be Awarded: TBD - 15-20 Baskets Value \$20 - \$150

Cost of Ticket: \$1/piece... 3/\$5.00 Date of Drawing: 9/3/16

Place of Drawing: Hellenic Center, Dover, NH

* 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: [Signature] DATE: 8/8/16

(duly authorized)

PRINTED NAME: SOPHIA MITROPOULOS

Licensing Board Approval [Signature] Date: 8/10/16



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: Great Bay Karate & END 68 HOURS OF HUNGER

Federal Tax ID number for Organization: 45-0998251 (END 68 HRS)

Check (☒) Nature of Organization:

Religious _____, Educational _____, Charitable ☒ , Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) 503(c) END 68 HRS - Great Bay donating proceeds

Contact Person: Zoila Urbani Day Time Telephone: 917-376-3713

Address: 115B Industrial Park Dr. Email info@greatbaykarate.com

Purpose of Permit: Conduct Raffle to benefit END 68 HRS

Date of Event: 9/10/16 Specific Time: 12PM - 3PM

Location of Event: 115B Industrial Park Drive, Dover NH

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

Prize (s) To Be Awarded: Free Karate lessons, Judo lessons, t-shirt, Uniform

Cost of Ticket: 1.50 2.50 20 Date of Drawing: 9/10/16

Place of Drawing: 115B Industrial Park Dr

* 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: Z. Urbani DATE: 8/3/16

(fully authorized)

PRINTED NAME: Zoila Urbani

Licensing Board Approval [Signature] Date: 8/9/16



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

PARADE**____, ROAD TOLL***____, ROAD RACE____✓

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

Organization Name: FIRST PARISH CHURCH
Federal Tax ID number for Organization: 02-0240160

Check(✓) Nature of Organization:

Religious ☒, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____

Name/Description of Event (if applicable): COCHECHIO CHALLENGE HALF MARATHON

Contact Person: JOHN STRAIGHT Day Time Telephone: 603 781 7359

Address: 34 DOVETAIL LANE, DOVER, NH Email: JOHNSTRAIGHT47@GMAIL.COM

Date of Event: 09/02/2017 Specific Time: 9:00 AM - 1:00 PM

Location of Event (if parade, attach course description or map): (SEE MAP ATTACHED)

*****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. Marc Spieckel Check Here If Parade Route Is Attached: ☒ (initials)

*****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: John R. Straight DATE: 08/15/2016

(duly authorized)

PRINTED NAME: JOHN R. STRAIGHT

Licensing Board Approval (initials) Date: 8/17/16

Cochecho Challenge Half Marathon

Dover, New Hampshire



Start, Finish and all mile markers marked with P-K Nails and white paint (UP = Utility Pole).

Start: On northwest side of Central Ave even with center of the middle front door of the First Parish Church at 218 Central Ave in Dover, 39°3' S of a storm drain & 49°3' S of intersection of Church St & Central.

Mile 1: On northeast side of Washington St about 3' NW of the middle of the driveway for 331 Washington St.

Mile 2: On north side of Tolend Rd even with the end of the double yellow center line on Columbus Ave on opposite side, and 4°3' W of west edge of the house at 95 Tolend Rd.

Mile 3: On north side of Tolend Rd 38' W of mailbox for 311 Tolend on same side.

Mile 4: On northeast side of Tolend Rd 40' SE of mailbox for 519 Tolend, and 41' S of UP PSNH 4 166X, V/Z 139 1/2.

Mile 5: On east side of Glen Hill Rd 16' S of Red Fire Hydrant on opposite side, and about 149' S of intersection of Covered Bridge Ln & Glen Hill.

Mile 6: On east side of County Farm Cross Rd opposite the south edge of the driveway for 161 County Farm Cross Rd on opposite side.

Mile 7: On southwest side of 6" St 6'5" SE of UP 3 NET&TCO 5 4 3 on same side.

Mile 8: On southwest side of 6" St 117'6" SE of mailbox for 476 6" St, and 25°10' NW of UP PSNH 58 10, V/Z 20710.

Mile 9: Marked on south side of 6" St 87'2' W of red Fire Hydrant on same side.

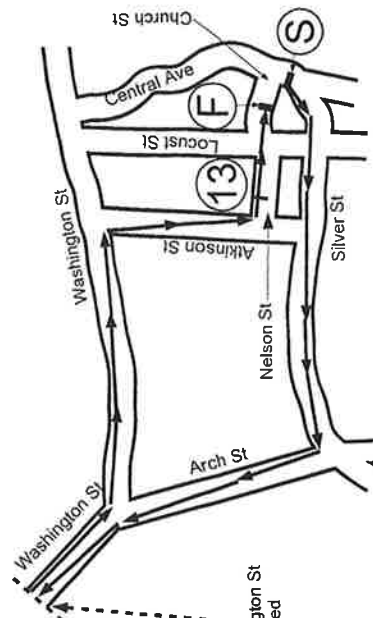
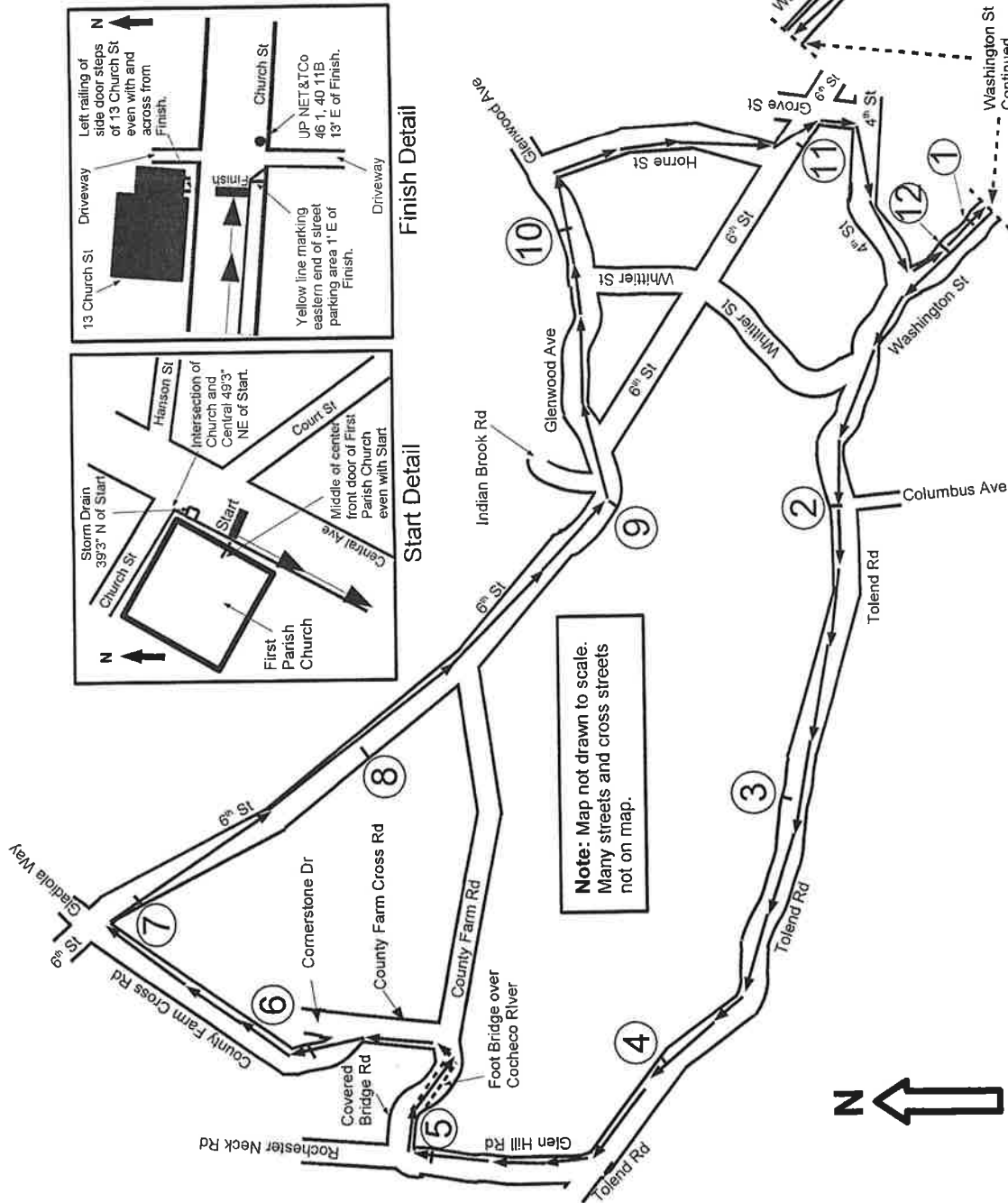
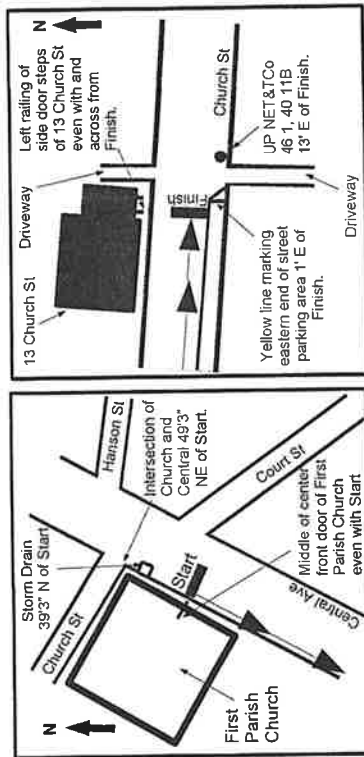
Mile 10: On north side of Glenwood Ave 19°3' W of red Fire Hydrant on same side and opposite the yard for 32 Glenwood.

Mile 11: On southwest side of 6" St 91' NW of UP 16 NET&TCO 5 7 on same side, and about 70' NW of Station Dr intersection.

Mile 12: On northeast side of Washington St in front of 345 Washington on same side, and 58°5' NW of Storm Drain on same side.

Mile 13: On north side of Nelson St even with the west side of 11 Nelson St on same side.

Finish: On the south side of Church St even with and across the street from the left railing of the side door steps of 13 Church St, 1' W of yellow line marking the eastern end of the street parking area on the south side of Church, & 13' W of UP NET&TCO 46 1, 40 11B on same side.





**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: Muscular Dystrophy Association / Dover Fire Officers Assoc
Federal Tax ID number for Organization: 13-1665552

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): 2016 Voluntary Road TOLL

Contact Person: Chris Jacques Day Time Telephone: 603-767-6663

Address: 55 Grandview Dr, Dover NH Email: jacquesp@comcast.net

Date of Event: August 27, 2016 Specific Time: 0800-1600 hrs

Location of Event (if parade, attach course description or map): Central Ave @ Oak Street Intersection

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

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

Police Department Parade Route Approval Signature: _____

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

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

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

Road Toll Location: Central Ave @ Oak Street

Police Department Road Toll Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

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

SIGNATURE OF APPLICANT: Chris Jacques DATE: 8/2/16
(duly authorized)

PRINTED NAME: Chris Jacques

Licensing Board Approval AW Date: 8/15/16



For Strength,
Independence & Life

August 2, 2016

Dover Police Department
46 Locust Street
Dover, NH 03820

Dear Dover Police,

This letter is to inform you that on August 27, 2016, Dover Fire Department Locals 1312 and 2909 will be conducting a Fill the Boot/Voluntary Toll on behalf of the Muscular Dystrophy Association of NH. All the money raised at this event will be given to MDA of NH to benefit the over 800 families that MDA serves right here in New Hampshire.

If you have any questions please feel free to contact me at 603-471-2722 or by email at tdecarli@mdausa.org.

Thank you so much.

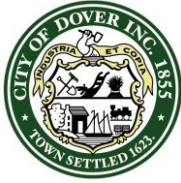
Sincerely,

Terri DeCarli

Terri DeCarli
Executive Director
MDA of NH

Tax ID: 13-1665552

MDA
1 Sundial Ave., Suite 208N
Manchester, NH 03103
603-471-2722



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.5.

Bid Number: **R -2016.08.24 – 114**
Bid Description: Purchase of Water Meters

WHEREAS: The City has been purchasing water meters from Badger Meter since they were awarded the bid in 1995 via Bid# B95052.; and

WHEREAS: Badger Meter manufactures to order which means shipments can take up to six weeks for delivery. Stiles Company Inc is the exclusive distributor for utility products manufactured by Badger Meter for the State of New Hampshire. In an effort to streamline the delivery timeframes, city personnel met on August 4, 2016 with both vendors to discuss options. Badger Meter is looking to move its sale of products to municipalities, such as Dover, to their local distributors. Stiles Company, Inc has an agreement with Badger Meter to keep an inventory of meters purchased by the city so that delivery would be days instead of weeks; and

WHEREAS: Pricing will be locked in at same rates as Badger Meter until 7/16/17 and will be reviewed annually.

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 Stiles Company, Inc for various water meters. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4741.00000	Water equipment	\$178,166.00	\$178,166.00

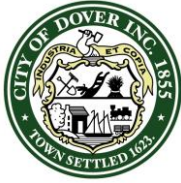
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.5.

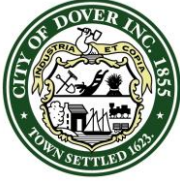
Bid Number: **R -2016.08.24 – 114**
Bid Description: Purchase of Water Meters

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		
Ward 4, Vacant		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.5.

Bid Number: **R -2016.08.24 – 114**
Bid Description: Purchase of Water Meters

BACKGROUND MATERIAL:

Badger Meter, Inc.

4545 W. Brown Deer Road Milwaukee,
Wisconsin 53223
P.O. Box 245036
Milwaukee, WI 53224-9536 (414) 355-0400



August 8, 2016

Mr. Bill Boulanger
City of Dover, Water Department
271 Mast Rd
Dover, NH 03820 Dear

Mr. Boulanger,

Stiles Company, 922 Pleasant Street, Norwood, MA continues to be the exclusive Badger Meter, Inc. distributor for utility products in the state of New Hampshire. This information is stated in the Badger Meter, Inc. Authorized Distribution Agreement with Stiles Company on file at Badger Meter, Inc.

Should you have any questions or need additional information please give me a call.

Regards,

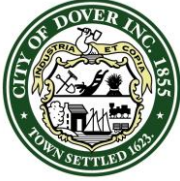
Daniel Johnson Account Manager

Badger Meter, Inc

800 876 3837 x17224

Cell 414-915-8951

Cc. Sandy Stiles, Stiles Company



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2016.08.24 – 115**

Resolution Re: B16062 McConnell Center Daycare Suite Improvements

WHEREAS: A Sealed Request for Proposal B16065 was issued and received for heating improvements at the McConnell Center Daycare Suite on June 29, 2016 at 11:00 am, and;

WHEREAS: A mandatory prebid meeting was conducted on June 15, 2016 with four firms attending. One firm replied and the City revisited the site and negotiated a scope of work and cost in the amount of \$94,754.00. It is the recommendation to award to Monadnock Commercial Building Company.

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 Mondanock Commercials Building Company for McConnell Center Daycare Suite Improvements at rates provided in conjunction with Bid B16062. 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
2100.1.180.46341.4727.01102.17	McConnell Building Improv	95,265.71	95,265.71

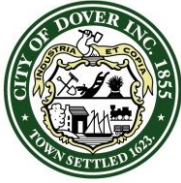
AUTHORIZATION

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 – 2016.08.24 – 115**

Resolution Re: B16062 McConnell Center Daycare Suite Improvements

DOCUMENT HISTORY:

First Reading Date:

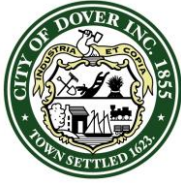
Public Hearing Date:

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		
Ward 4, Vacant		
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.6.

Resolution Number: **R – 2016.08.24 – 115**

Resolution Re: B16062 McConnell Center Daycare Suite Improvements

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested pricing and availability for a qualified vendor to perform improvements to the space that is currently occupied by a Day Care facility located on the ground level in the northwest portion of the McConnell Center building. The work will be specifically in rooms 162, 163 and 164 within the Day Care suite. The work consists of improving the heating system to ensure warming to acceptable levels while being sensitive of ongoing daycare operations. Majority of work will be performed during off hours.

Bid Information:

A Sealed Request for bid B16062 was issued and received for heating improvements at the McConnell Center Daycare Suite on June 29, 2016 at 11:00 am.

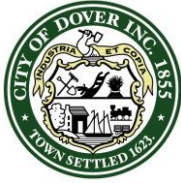
Award Information:

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:	260	Number of Responses:	1
Warranty:	One year	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	As needed
Recommended Award to:	Monandnock Commercial Building Company	Fund:	CDBG Funds
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

[B16062 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2016.08.24 – 116**

Resolution Re: Authorization to Commit Funds for the Nitrogen Reduction in the Great Bay Estuary to UNH

WHEREAS: In 2010 the cities of Dover, Portsmouth and Rochester entered into a memorandum of agreement relative to reducing uncertainty in nutrient criteria for the Great Bay/Piscataqua River Estuary in order to assist with regulatory challenges, as well as improve the NHDES numeric nutrient criteria for the states estuaries; and

WHEREAS: The City has received a proposal from University of New Hampshire Jackson Estuarine Laboratory in the amount of \$25,483.00 to conduct sampling efforts during the 2016 year. The cost is to be shared with the City of Rochester NH in the amount of \$12,741.50 each; and

WHEREAS: It is the recommendation to issue a purchase order to University of New Hampshire Office of Sponsored Research in the amount of \$25,483.00 with City of Rochester sharing in cost 50/50.

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 University of New Hampshire Office of Sponsored Research of Durham NH in the amount of \$25,483.00. 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.

Financing Account	Description	Appropriation	Balance
5320.1.300.43256.4725.04590.14	WWTP Facility Upgrades	2,901,434	273,548

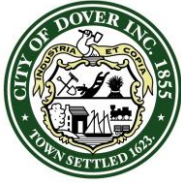
AUTHORIZATION

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.

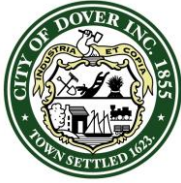
Resolution Number: **R – 2016.08.24 – 116**
Resolution Re: Authorization to Commit Funds for the Nitrogen Reduction
in the Great Bay Estuary to UNH

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		
Ward 4, Vacant		
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 – 2016.08.24 – 116**

Resolution Re: Authorization to Commit Funds for the Nitrogen Reduction in the Great Bay Estuary to UNH

RESOLUTION BACKGROUND MATERIAL:

The Cities of Dover, Portsmouth, and Rochester, (Coalition) have been working together to assess the belief that nutrients are causing serious impacts to the Great Bay estuary as has been supposed by the federal and state environmental regulatory agencies. The 2014 Peer Review report prepared by four independent experts determined that the available data does not support the conclusion that nitrogen levels are currently causing impacts in the estuary.

The reviewers also recommended additional studies to further the current knowledge base and monitor the effects of improvements resulting from upgrades in Rochester and Dover that have occurred or will be completed soon.

The Coalition consultant, HDR Hydroqual, has proposed a sampling plan aimed to further the understanding of how nitrogen affects dissolved oxygen levels in the Cochecho and Piscataqua Rivers. The Coalition communities of Rochester and Dover have each agreed to share one half of the cost of the monitoring. The data collected from the 2015 sampling showed a significant reduction in total nitrogen levels in the Piscataqua River near Dover's wastewater plant discharge following the treatment plant upgrade coming on line. Now that both Rochester and Dover's WWTPs have reduced nitrogen levels by as much as 80% during the growing season it is important to monitor the effects of those improvements in the estuary.

Researchers from the Jackson Lab at UNH will conduct the sample collection efforts during 2016. This will be the fifth year that the Jackson Lab researchers have conducted sampling on behalf of the Coalition. It has been a productive and cost effective relationship for the Coalition and UNH. The cost to perform the 2016 work is \$25,483 which will be shared equally with Rochester. Rochester has agreed to reimburse Dover its share, \$12,741.50.



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

www.rochesternh.net

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096 Fax (603) 335-4352

August 15, 2016

Dean Peschel
Peschel Consulting LLC
59 Sleeper Circle
Fremont, NH 03044

Re: Rochester's 50% Contribution to UNH's Sampling Work
Cocheco River Data Sonde Deployment April 2016 – April 2017

Dear Dean:

Please consider this letter confirmation that Rochester is willing to provide a 50% match to Dover's contribution for having the University of New Hampshire deploy their data sonde in the Cocheco River and follow-up with monthly sampling. Per their various email correspondence to you, we understand the cost for services will be \$25,483. Therefore, Rochester's 50% contribution will be \$12,741.50.

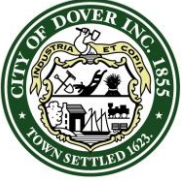
To confirm, we are confident the proposed work helps compile scientific data that will be important in consideration of our next NPDES Permits. This was supported in our recent conference calls that confirmed the mutual benefits of the proposed work.

We understand Dover will secure the services of UNH and we will reimburse Dover.

Please let us know if you need any further information at this point. Hopefully this letter will be sufficient to allow Dover to proceed with a contract with UNH. I appreciate you coordinating this effort and Rochester looks forward to continuing our collaborative efforts in our mutual struggle against unscientific, regulatory overreach.

Sincerely,

John B. Storer, P.E.
Director of City Services, City of Rochester



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.08.24 – 117**
Resolution Re: **Transportation Alternatives Program**

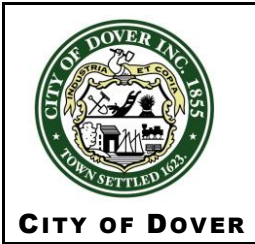
- WHEREAS: Over the past 16 years the City has worked to create a multimodal transportation option, the “Community Trail”, along the former Portsmouth and Dover railroad line through Dover; and
- WHEREAS: This Community Trail ultimately links Dover High School and Dover Middle School through downtown and north along the Cochecho River to a trailhead at Watson Road. This four and a half (4.5) mile trail links the rural, suburban and urban portions of Dover together and provides recreation as well as transportation options for users and a safer route for students to reach the middle and high schools from the heavily populated urban core; and
- WHEREAS: Phases I and II of the Community Trail have been completed using a mixture of local funds and Federal Grants. In 2014, the City received funding for Phase III to expand the trail from Fisher Street to Route 108, as well as improve the existing trail through the Transportation Alternatives Program from NH DOT. This phase is currently underway and is on schedule to be completed by the end of 2018. In addition to these grant funds, local dollars, generous donations of money, in kind elements, and volunteer hours have been utilized; and
- WHEREAS: The City’s current application is for Phase IV of the Trail. This work will clearly delineate and construct trail heads and a multi-use trail from the sidewalk on Route 108/Central Avenue near the terminus of Phase III to the Middle and High Schools. It will also build and/or improve the trail through Bellamy Park and connect to the trails behind the multi-family housing on Route 155; and
- WHEREAS: The City’s Community Trail Committee is actively engaged in the continuation and utilization of the trail and will work with City Staff to complete this project.

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

That the Mayor is authorized to sign the attached letter in support of the project on behalf of the City Council.

AUTHORIZATION

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



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.08.24 – 117**
Resolution Re: **Transportation Alternatives Program**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Vacant, 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:

In 2000 the Transportation Chapter of the Master Plan recommended that the former Newington/Dover railroad line right-of-way be transformed into a multimodal Community Trail. Since that time work has been completed acquiring right-of-way, clearing debris and installing the trail from Fisher Street to the Transportation Center, as well as from Beckwith Park across Whittier Street, under the Spaulding Turnpike and along the Cochecho River, parallel to Sixth Street. The Trail ends at a trailhead on Watson Road. Phase III is the current TAP project expanding the trail from Fisher Street to the intersection at Route 108 and Rutland Street. The recently drafted 2015 Chapter of the Transportation Master Plan recommends connecting neighborhoods and recreational facilities, as well as opportunities to connect bicycle routes to the Community Trail, which this proposed Phase IV would accomplish.

The trail provides public access to protected greenways along the Cochecho and Bellamy Rivers. The in-town section of the trail provides a pedestrian and bicycle friendly connection between downtown, (with a trailhead at the City's Transportation Center) the Dover Middle and High School campuses and Bellamy Park.

Rural extensions of the trail provides opportunities for bicycling, hiking, bird watching, and fishing where the trail follows the Cochecho and Bellamy Rivers. A portion of the trail runs parallel to Sixth Street providing an alternative transportation linkage to Liberty Mutual and Measured Progress.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.08.24 – 117**

Resolution Re: **Transportation Alternatives Program**

The City has received grant funds for a large portion of the work completed from the NH Department of Transportation. Currently, NHDOT is soliciting funding requests for the Transportation Alternatives Program (TAP). In July Staff submitted a letter of intent for this project. This program funds projects that meet the following guidelines:

- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic-calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 USC 12101 et seq).
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
- The Safe Routes to School Program eligible projects and activities listed at section 1404(f) of the SAFETEA-LU: Infrastructure-related projects only.

The estimated cost for construction of Phase IV is \$400,000. This estimate includes engineering design work, construction, and oversight of the construction work. Limited access easements are required, and are being negotiated as part of this project.

The City is seeking 80% federal funds in the amount of \$320,000 for the project. The local match of \$80,000 would come from the Transportation Capital Reserve fund, which was established to provide local match funds for transportation related grants.

The application requires a letter of support from the local governing body committing to actively engaging in and leading the project. This resolution seeks to authorize the Mayor to sign such a letter on behalf of the City Council. The letter and application are due September 2nd.

If awarded, the Community Trail committee would work with staff to draft an RFP for construction and engineering services, and provide a venue for public input on the design and installation of the trail work, similar to the role the committee played in the past phases of work. This work will be completed over the next two years, with grant funding available in 2017.

August 24, 2016

Mr. Thomas Jameson, P.E. TAP Program Manager
NHDOT Bureau of Planning & Community Assistance
John O. Morton Building
7 Hazen Drive
P.O. Box 483
Concord, NH 03302-0483

RE: Transportation Alternatives Program - Letter of Support

Dear Mr. Jameson:

Please accept this letter from the Dover City Council and the City of Dover in support of the City's application to the Transportation Alternatives Program funds for the recently announced funding round.

Over the past 16 years the City has worked to create a multimodal transportation option (the Community Trail) along the former Portsmouth and Dover railroad line through Dover. The vision for the Community Trail is to link Dover High School and Dover Middle School through downtown and north along the Cochecho River to a trailhead at Watson Road. This four and a half (4.5) mile trail links the rural, suburban and urban portions of Dover together and provides recreation as well as transportation options for users and a safer route for students to reach the middle and high schools from the heavily populated urban core.

Dover's 2000 Transportation chapter of Master Plan recommended this project. CMAQ and TE funding rounds completed Phases I and II. Currently TAP funds are allocated for Phase III of the trail to construct upgrades on Fourth Street allowing multi-purpose trail users up/down a slope and continue the trail along the former railroad right-of-way between Fisher Street and Central Avenue. All grant funding has been leveraged with local dollars, generous donations of money, in kind elements, and volunteer hours to complete this trail.

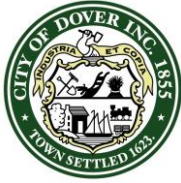
The City's application is for Phase IV of the Trail. This work will bring the trail along Central Avenue/Durham Road to Daley Drive, constructing trail heads and trails running parallel to the Bellamy River over land of the Dover Middle and High Schools connecting to Bellamy Road. From here, users will be able to connect through Bellamy Park to trails parallel to the Bellamy River, along property fronting on NH Route 155.

The City's Community Trail Committee is actively engaged in the continuation and utilization of the trail and will work with City Staff to complete this project.

Thank you very much for your consideration. Dover looks forward to completing this important project.

Sincerely,

Karen Weston
Mayor



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2016.08.24 – 118**

Resolution Re: Appropriations of Arena Capital Reserve Funds and Award of Additional Scope of work on Arena Glycol Leak with Davis Mechanical Services, Inc

WHEREAS: The City continues to experience a glycol leak at the ice arena despite the repairs over the past several years. In 2014 Davis Mechanical Services Inc located and repaired the leaks in the floor loops and identified other fitting connection fatigue from years of continuous use. Davis Mechanical Services Inc also replaced rubber main feed sections with flexible steel pipe sections; and

WHEREAS: The city continues to see leaking although the glycol is being captured and reused, it is in the best interest to stop the leak completely. Davis Mechanical Systems Inc is offering a sealant product that will run through the system and is guaranteed to stop leaks or a full refund will be issued. It is in the best interest of the City to repair now while the ice rinks are shut down. The cost for the Rink Seal Pro Cooling solution and the installation is \$19,150.00; and

WHEREAS: The City Council desires to make public improvements at the Arena and to finance these improvements with transfer from Arena Reserve Trust Funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The following capital outlay is appropriated as part of the FY17 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Fund in the amount listed below:

Item	Description	Appropriation	Funding	Fund
1	Arena Ice Chiller Improvements	\$19,150.00	Arena Improvements Reserve	Trust
Total		<u>\$19,150.00</u>		

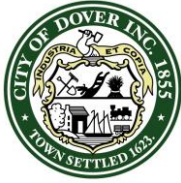
NOTE: In accordance with City Charter C6-6 this resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Davis Mechanical Service Inc in the amount not to exceed \$19,150.00 for materials and labor to stop the glycol leaks at the arena. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4017.1.350.45149.4741.05402.17	Ice Chiller Improvments	\$19,150.00	\$19,150.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2016.08.24 – 118**

Resolution Re: Appropriations of Arena Capital Reserve Funds and Award of Additional Scope of work on Arena Glycol Leak with Davis Mechanical Services, Inc

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

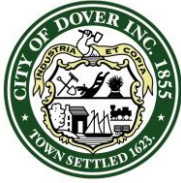
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Ward 4, Vacant		
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.2.

Resolution Number: **R - 2016.08.24 – 118**
Resolution Re: Appropriations of Arena Capital Reserve Funds and Award of Additional Scope of work on Arena Glycol Leak with Davis Mechanical Services, Inc

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates reserve trust funds to finance a FY17 Capital Improvements – Arena Ice Chiller Improvements. In addition, it authorizes the transfer of Reserve Trust Fund moneys for this purpose.

The following table reflects the amount to be appropriated from the Reserve fund and the balance as of 6/30/2016:

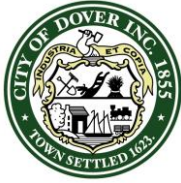
Description	Proposed Appropriation	Balance 06/30/2016
Arena Improvements Reserve	\$19,150	132,107
Total	\$19,150	

Bid Information:

Quote was received from Davis Mechanical Services Inc in the amount of \$19,150.00 for materials and labor.

Purchasing Information:

Type:	Purchase Order	Advertised:	na
Invitations Mailed:	na	Number of Responses:	na
Warranty:	One year	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	2014 calendar year
Prices will hold for:	Until completed	Estimated Delivery:	3 weeks
Recommended Award to:	Davis Mechanical Services Inc	Fund:	Arena
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bidding Requirement



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2016.08.24 – 119**
Resolution Re: **Reprogramming Unexpended Bond Proceeds for VHB
Scope of Work and Award to VHB for Spaulding
Turnpike Construction Oversight Services**

WHEREAS: The NH Department of Transportation is performing extensive road improvements to the Spaulding Turnpike, US route 4 and NH Route 16 in Dover. The NHDOT has requested assistance from the City of Dover with the proposed road improvements; and

WHEREAS: The state of NH DOT has requested that the city relocate water and sewer utilities in the state right of way as part of the Newington Dover Bridge project. Vanasse Hangen Brustlin, Inc (VHB) is the lead engineer for the NHDOT. The city contracted with (VHB) to expedite the design process and meet the NHDOT timeline for design documents at a cost of \$37,500 which was approved by council 4.10.2013; and

WHEREAS: The design and plans for sewer and water improvement, phasing coordination and coordination with City, NHDOT, NH Bureau of Turnpikes, Comprehensive Environmental Inc, Clough Harbour & Associates and coordination with geotechnical sub-consultants in the evaluation of settlement issues related to compressible soils. Council approved via R2014.02.12 approved VHB's proposal in the amount of \$298,400.00; and

WHEREAS: The city has received a proposal from VHB for construction administration and observation in the amount of \$244,737.00 for the relocation of city water and sewer mains that impact the NHDOT project; and

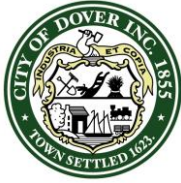
WHEREAS: This resolution is requesting reprogramming unexpended bond proceeds in the amount of \$233,081 and award of purchase order in the amount of \$244,737; and

WHEREAS: Based on completed Sixth Street 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 \$233,081.00 of unexpended bond proceeds is hereby reprogrammed from Sixth Street Water Main project to Water Main Spaulding Turnpike project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
5300.1.300.43320.4757.03536.13	Water Main - Sixth Street	322,731.00	(233,081.00)	89,650.00
5300.1.300.43320.4757.03588.13	Water Main - Spaulding Turnpike	0.00	233,081.00	233,081.00
	Total Available Funding	322,731.00		322,731.00

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.3.

Resolution Number: **R – 2016.08.24 – 119**
Resolution Re: **Reprogramming Unexpended Bond Proceeds for VHB
Scope of Work and Award to VHB for Spaulding
Turnpike Construction Oversight Services**

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 VHB for construction administration services of the city water and sewer main relocation project in the amount of \$244,737. 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.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03588.13	Water Main - Spaulding Turnpike	233,081	99,788.00
5320.1.300.43250.4757.04554.11	Sewer Main Replacement Design	100,000	68,561.50
5320.1.300.43250.4757.04554.15	Sewer Main Replacement Design	150,000	124,187.00

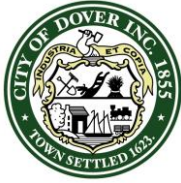
AUTHORIZATION

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.B.3.

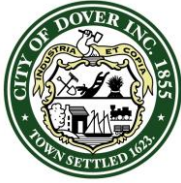
Resolution Number: **R – 2016.08.24 – 119**
Resolution Re: **Reprogramming Unexpended Bond Proceeds for VHB
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Turnpike Construction Oversight Services**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Ward 4 - Vacancy		
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.3.

Resolution Number: **R – 2016.08.24 – 119**
Resolution Re: **Reprogramming Unexpended Bond Proceeds for VHB
Scope of Work and Award to VHB for Spaulding
Turnpike Construction Oversight Services**

RESOLUTION BACKGROUND MATERIAL:

The NH Department of Transportation is proposing extensive road improvements to the Spaulding Turnpike, US route 4 and NH Route 16 in Dover. The NHDOT has requested assistance from the City of Dover in the review of sewer and water lines in conflict with the proposed road improvements.

The state of NH DOT has requested that the city relocate water and sewer utilities in the state right of way as part of the Newington Dover Bridge project. VHB is the lead engineer for the NHDOT. The City requested a proposal from VHB to expedite the design process and meet the NHDOT timeline for design documents. VHB Inc has completed this scope of services at a cost of \$37,500 to the City of Dover approved by council on 4.10.2013.

The design and plans for sewer and water improvement, phasing coordination and coordination with City, NHDOT, NH Bureau of Turnpikes, Comprehensive Environmental Inc, Clough Harbour & Associates and coordination with geotechnical sub-consultants in the evaluation of settlement issues related to compressible soils. Council approved via R2014.02.12 approved VHB's proposal in the amount of \$298,400.00.

The city has received a proposal from VHB for construction administration and observation in the amount of \$244,737.00 for the relocation of city water and sewer mains that impact the NHDOT project. This cost is \$99,788 for the water main portion and \$144,949 for the Sewer Main portion.

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 Water Main Spaulding Turnpike project. Water main replacements are an approved CIP project, and annually the City CIP contains water main replacement projects.

The amount of \$233,081 is being reprogrammed to fund the \$99,788 Water portion scope of work presented in this resolution. The remaining amount being reprogrammed of \$133,293 is to fund the Water portion scopes of work previously approved by City Council on 4.10.2013 and 2.12.2014 for VHB. The original understanding by the city was that the Water portion of these scopes of work would be reimbursable (funded) by NHDOT as it involved Water main relocation. This is how the project appropriation was reflected in the FY15 CIP adopted by City Council. The city contracted directly with VHB to provide input on the Utility system impacts for the Spaulding Turnpike project and oversee the design work being completed by NHDOT. The City's contracting with VHB has been done to provide for protection of the city's existing utility systems and ensure the relocation work meets the needs and requirements of the City. These type costs are deemed non-participating costs for the project and are required to be paid by the City.