

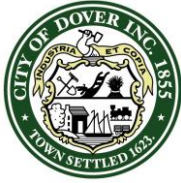
CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, September 14, 2016**
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. APPROPRIATION OF ARENA CAPITAL RESERVE FUNDS AND AWARD OF ADDITIONAL SCOPE OF WORK ON ARENA GLYCOL LEAK WITH DAVIS MECHANICAL SERVICES, INC**
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. REPROGRAMING UNEXPENDED BOND PROCEEDS FOR VHB SCOPE OF WORK AND AWARD TO VHB FOR SPAULDING TURNPIKE CONSTRUCTION OVERSIGHT SERVICES (CITY COUNCIL VOTE TO OCCUR ON SEPTEMBER 28, 2016)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. August 24, 2016 – Regular Meeting**
 - B. August 24, 2016 – Non-Public Session**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - B. ORDINANCES IN THE 3RD READING**



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, September 14, 2016**
Meeting Time: **7:00 pm**

C. RESOLUTIONS

- 1. APPROPRIATION OF ARENA CAPITAL RESERVE FUNDS AND AWARD OF ADDITIONAL SCOPE OF WORK ON ARENA GLYCOL LEAK WITH DAVIS MECHANICAL SERVICES, INC**
SPONSORED BY MAYOR WESTON BY REQUEST

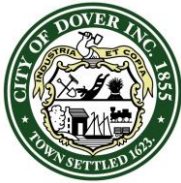
13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – Cochecho Country Club**
- 2. ROAD RACE – Dover High School Unified**
- 3. B16003B SIDEWALK IMPROVEMENTS INCREASED SCOPE OF WORK**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. B16078 HOUSEHOLD HAZARDOUS WASTE CLEAN UP DAY**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. B17001 SPRUCE LANE DRAINAGE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. B17002 SEGREGATION AND RECYCLING OF CONSTRUCTION DEBRIS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B17007 CATCH BASIN CLEANING SERVICES**
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 | |



CITY OF DOVER

CITY COUNCIL – AGENDA

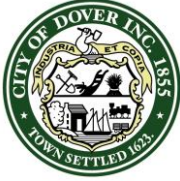
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B. RESOLUTIONS

- 1. NEW HAMPSHIRE MUNICIPAL ASSOCIATION LEGISLATIVE POLICY CONFERENCE**
SPONSORED BY MAYOR WESTON
- 2. SALE OF THIRD STREET PARKING LOT MAP 6 LOT 54A AND ACCEPTANCE OF TERM SHEET FOR LAND DEVELOPMENT AGREEMENT WITH CHANGING PLACES, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.B.
Public Hearing Only**

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

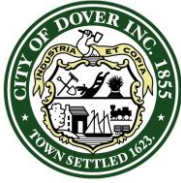
WHEREAS: This resolution is requesting reprogramming unexpended bond proceeds in the amount of \$233,081 and award of purchase order in the amount of \$244,737; and

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#: 7.B.
Public Hearing Only**

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

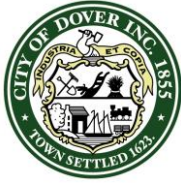
AUTHORIZATION

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#: 7.B.
Public Hearing Only**

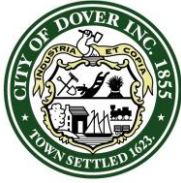
Resolution Number: **R – 2016.08.24 – 119**
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Scope of Work and Award to VHB for Spaulding
Turnpike Construction Oversight Services**

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#: 7.B.
Public Hearing Only**

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.



THE CITY MANAGER'S REPORT

September 14, 2016

*Month Reporting on:
August 2016*

*"Keep your face always toward the sunshine, and shadows will fall
behind you."*

- Walt Whitman

J. Michael Joyal, Jr.
City Manager

Legal Department

by Anthony Blenkinsop

The Office of General Legal Counsel provides legal support to the City Council, City Manager, city staff and volunteers on boards, commissions and committees of the City of Dover to assist efforts in providing services to our constituents and/or customers. In addition, legal support is also provided to the Dover School Board and Superintendent of Schools.

Right to Know Requests, pursuant to RSA 91-A

- Durham, NH – 2 Requests for agenda materials for meetings between 08.10.2016 and 09.01.2016
- Portsmouth, NH – Dover PD guidelines, protocols re: CHINS petitions
- Glenville, NY – Tax, water, sewer, MV envelopes bid
- Dover, NH – Berm complaints
- Orange City, FL – 1980 criminal charge
- Dover, NH – Source for all sand, etc. for DHS project; site work submittals for DHS

Assistance to City Departments and/or Offices

City Council: Drafting/review of resolutions and ordinances;

City Manager: Review of documents for signature, 91-A requests; Resolutions;

Community Services: Dowaliby gravel pit restoration; Broadway easement issues; Tree removal; First Street Sewer CCTV Inspection; Pomeroy Cove-Unitil; Right-of-Way issues

Finance: Discharge and Liens; Water/Sewer POA shut down; Pudding Hill Aquifer; Constellation Electric Supply; Tax deeding; Review of letter of intent; RFP General Terms and Conditions.

Parking Commission: Amended Ordinance for Chapter 166

Planning: Review of HUD Annual Grant; Pear Drive HOA; Southeast Land Trust MOA; TAC resolution; Transportation Chapter of Master Plan; Review of Certificate of Adoption; Potential ZBA appeal

Executive: Meeting Notices; Off-premises signage; Dredge spoils pile

Police: Right-of-Way issues; conduct after accident; Pistol/Revolver license revocation hearing held 08.22.2016 (settlement reached); Jumpstart Service Agreement

Fire & Rescue: Fire Tech Affiliation Agreement; McGregor Institute of EMS Affiliation Agreement

School Department: Review of DALC MOA

Arts Commission: Myrtle Street Gallery; Performance licenses

Recreation: Dover Ice Arena Use Agreement

Facilities, Grounds & Cemeteries: Pine Hill Cemetery issue

Litigation

Clay v. City of Dover: Filed Brief with NH Supreme Court on 08.15.2016

City v. Joel Bernier: Motion for Contempt served upon Berniers; Hearing scheduled for October 20, 2016

City of Dover v. State of NH: (adequacy lawsuit) Awaiting Court's ruling

Ventas Realty Limited Partnership v. City: City's Expert Disclosure filed 08.08.2016; Mediation scheduled for 09.15.2016; Bench Trial scheduled for 10.12.2016

Judd, Hunt v. SELT, City of Dover and Secretary of US Dept of Agriculture: Case pending in US District Court

City v. Eric Carlson – filed Complaint with the Dover District Court regarding traffic signal accident.

The use of outside counsel to handle specialty matters continues and consists of environmental matters and labor negotiations. There are a small number of attorneys hired on a variety of smaller matters.

	Current Month	FY17 YTD	FY16	FY15
Legal Matters/ Questions Handled	30	50	244	276
Document Creation/Review	19	41	267	180
Right to Know Requests Processed	7	14	66	103
Resolutions	3	6	53	54
Ordinances	1	2	29	21

Economic Development

by Dan Barufaldi

Summary:

The region reports modest gains in economic activity. Same store growth in retail sales is flat to modest. Expectations are positive but muted for sales growth moving forward. Reports from manufacturers are mostly on the positive side but many could not be reached during the vacation season. Software and IT services companies report solid growth in sales year-over-year. Hiring activity is cautious in retail and manufacturing. Hiring in software services is stronger. Locally, a tight labor market exists in restaurant and hospitality trades. Commercial real estate activity appears to be improving locally. Single family homes sales are showing solid demand limited by inventory. The outlook is positive for modest growth going forward. While most contacts are fearful of the potential downside risk associated with

"brexit", those with direct export exposure do not expect severe negative impacts on their own firms from this source. The unemployment rate in Dover rose to 2.3% in August, up 0.3% from the previous month as some part time summer jobs ended.

Selected Business Services:

Demand for consulting and advertising is up moderately over last year at this time. Software and IT services providers are experiencing improved results versus the previous year sales. Services to the healthcare sector have recently increased as walk-in convenient care centers are being added. Some consolidation is now being experienced in the institutional healthcare sector. Wentworth Douglas Hospital has recently announced a merger with Mass General that is part of an overall consolidation trend in institutional healthcare. It is expected to expand the range of medical specialties availability to the Dover market. WDH has just announced a new medical practice facility opening up at the Pease Tradeport and is rumored to be seeking a warehouse facility for medical supplies distribution locally. UNH is currently seeking 20,000 – 25,000 SF to lease to house programs formerly in the Goth building in Durham. Wages, while up significantly in critical skill areas, remain just above inflation, as do prices. These firms usually hire in classes to be trained at one time and usually do this in the summer season. To attract highly skilled workers in growing industries these firms are expanding their social media and technological attraction efforts. Increased health insurance costs remain a concern with the onset of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Experienced wait staff is at a premium. Overall the sector is optimistic and expecting high single digit growth over the next two quarters and beyond.

Uncertainty regarding the Affordable Care Act, the slowing Chinese economy/ housing bubble, the exit of the UK from the EU, and the economic effects of Middle Eastern wars; the European migrant refugee problem effect on the European economies continue to produce a prevailing air of caution in this and several other sectors with real local economic effect. Local walk-in healthcare centers are hiring strongly as these in demand skill sets become available.

Predictions for 2016 revenue growth are in the 5%- 15% range.

Commercial Real Estate:

Commercial real estate sales activity continued with moderate sustained growth locally, and with sustained strength in the Boston and Portland markets. Demand locally has remained positive with several local commercial developments, mixed use infill, multifamily and assisted living investment projects coming to fruition. Office leasing softened somewhat this month. Land sales continue to have momentum locally. Investment demand for commercial real estate remains strong, especially for industrial space. Leasing fundamentals maintained a moderate pace of improvement in recent weeks, consistent with slow employment growth. A small amount of speculative office construction as part of mixed use building is now being done. Some recent mixed use developments are experiencing difficulty in filling the commercial component while booking the residential component immediately. The lending environment remains highly favorable to borrowers, with historically low interest rates and increasingly looser lending standards. Abundant investment capital continues to flow into commercial lease properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. The projected end of "quantitative easing" over time is probably going to extend past December due to the "BREXIT" effect. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace with local inventory in this category rising rapidly. The outlook remains cautiously optimistic across the region. Forecasts call for more slow improvement in fundamentals moving forward, pending steady employment growth. Fiscal policy and uncertainty around the business and employment effects of the ACA and Medicaid expansion costs are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity. Some major capital spending projects are underway and some about to be announced. One office/manufacturing building recently

available in Enterprise Park has been purchased. The two formerly vacant buildings in the park are now occupied. The former CPI building in Enterprise Park has acquired a PSA for a September close. The former DKW building on Industrial Park Dr. is on the market and is attracting interest from a relocation candidate company. The Fosters building at 333 central Ave. was recently sold to a local service provider company for \$1.5 million.

See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets continue to exhibit strong performance in the Seacoast. Home buyer confidence is up. Completed sales of single family homes increased year-over-year in Q2. Low inventory levels locally are still thought to be limiting sales, but appear to be easing somewhat as rising prices are convincing sellers to put homes on the market before interest rates go up. Median selling prices continue to rise locally and are up 9% year-over-year 2014-2015. Condo sales though somewhat mixed regionally, are up locally as well, as are condo pricing and pending sales. Closed unit sales of both single family homes and condominiums improved very slightly over the past month. Sales and prices are up in the sector. Median sale prices in NH and in Dover increased again in the period. Pending sales suggest the markets for single family houses and condos have finished well in 2015 and will continue to do well throughout 2016.

Manufacturing & Related Services:

Two thirds of local manufacturers supplying domestic markets are now reporting some sustained strength in sales and improved year over year profits. A few local manufacturers are reporting lower sales than the same period a year ago due to a fall off in export sales brought on by the strong U.S. dollar and the reduction in mining and oil exploration equipment and parts sales caused by the low crude oil prices. Exporters to both Europe and China are concerned with the UK exit from the EU as well as with the macro-economics they're seeing in both markets. Negative results seen so far have been less than anticipated and probably caused more by uncertainty than

anything else so far. The Chinese economy has slowed markedly and their investment in infrastructure, often purchased here, is also down significantly. Local manufacturers for the most part, are experiencing growing sales. The recent EU economic problems and refugee influx from Iraq, Libya, Yemen and Syria, coupled with the economic problems in the Ukraine and Russia and the effects they will cause in world-wide markets and economies are a growing uncertainty and concern. Pickup truck and SUV sales are at an all time high due to the recently lower gasoline prices. Future auto sales will be impacted by the price moves in the volatile gasoline markets. Locally we are seeing confidence in auto sales expressed in two large dealership expansion and upgrade investments on Dover Point Road. Firms reporting on inventory levels are split with half citing flat inventory levels and half citing higher levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth are now headed up. Capital investment is up locally. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese, Brazilian, and European economies. Aerospace parts manufacturers are reporting increasing sales. Some major capital spending projects are underway and some about to be announced. A number of other commercial projects are currently underway or about to be underway during this building season. Outlook for the balance of the year remains positive. Very few manufacturing buildings in the 20,000-30,000SF range are available locally. New builds recently include the Rand-Whitney Building (119,000 SF) and the first phase Stonewall Kitchens Building (89,000 SF). Buildings at 44 Venture drive and 111 Venture drive in Enterprise Park are in the process of fit out for new owners.

Price pressures remain moderate. Regional manufacturers remain guardedly optimistic. Labor demand has been strong in IT and software. Aerospace, nursing, electronics, engineering, quality assurance tech and legal skills demand remain strong. Most firms in the field have begun to hire with wages beginning to move upward. Qualified workers in many tech skills areas are not available locally and a lack of a comprehensive worker training program locally is beginning to be detrimental to acquiring relocation candidate companies, especially when the local cost of electricity is folded into the mix. Recent reductions in the

NH BPT and EPT are helpful but more is needed in both corporate tax reduction and regulatory relief to sustain the "NH Advantage".

Retail & Tourism:

Retailers contacted for this period continue to report store sales ranging from flat to up 1-2% increases year-over-year. Firms are hiring to replace departing employees and most are reporting difficulty in acquiring replacements locally. Contacts expect only modest gains in sales going forward, mirroring the modest gains expectations for the U.S. economy in the near future. Restaurants report expected sales increases of 1-2% heading into Q3. Local restaurants are having difficulty hiring wait staff to support desired expansions. The recent gasoline price declines have, so far, had a significant positive effect on retail, hotel and restaurant sales. Our Dover hotels are experiencing an unprecedented high occupancy rate as business travel has increased and we are getting shipyard and Air Force workers electing to get better value for their Fed per diem allowance by staying and having dinner in Dover. The summer swimming tournaments are filling all regional hotels when they are held. . On-line shopping has reinforced a "just-in-time" shopping mentality that has exacerbated erratic monthly sales results. Sears, Macys and Target are experiencing declining sales and are doing some store closings and layoffs. Many retailers are making infrastructure investments to participate more fully in on-line sales

Bus tours to Dover are fully booked for 2016 and part of 2017. Dover baseball tournaments helped local hotel occupancy rates during this period. Pricing has remained steady for now, but upward pressure on wage rates for experienced retail clerks and wait staff will eventually force prices to rise.

* NOTE: Non-local content contains excerpts from the Federal Reserve Beige Book-Boston.

Local Major Development Projects:

- First Street Development
- McIntosh properties Development:
About to break ground.
- Yacht Club Development
- Stonewall Kitchens Development
- Rand-Whitney Development: Ribbon
cutting held
- Dover Parking Garage: performing as
projected.
- Dover Police Station
- 49,000 SF at 27 production drive
leased for manufacturing with a buy
option
- Broadway mixed use development
- Purchase of 44 Venture drive: refit
underway.
- Well over \$100,000,000 in Dover
development underway.
- Enterprise Park Developments
- Purchase of a large underutilized
Dover building anticipated shortly.
- The old courthouse Building on First
and 2nd is being transformed into a
mixed use facility.

Total Permits Issued: August 2016

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
106-356	O'MALLEY	7	BROADWAY	CONST. A REAR DECK/STEP	C	3	57	2000	45
16-188	THE STORAGE BARN	385	SIXTH STREET	CONST. 3 SELF (COLD) STORAGE UNITS	C	16	D	396000	3985
16-250	BILL DUBE FORD	40	DOVER POINT ROAD	CONST. TWO STORY CAR DEALERSHIP	C	K	25B	4845000	48475
16-293	VERIZON WIRELESS	271	MAST ROAD	TO CONST. A NEW TOWER FOR COMMU	C	H	58	160000	1625
16-312	GOLDEN GOOSE CAPITAL	66	LITTLEWORTH ROAD	INSTALL A GROUND MOUNTED SOLAR	C	6	31	272000	2770
16-342	JENSENS INC.	6 1/2	DEERFIELD DRIVE	CONST. A RAMP @ NEW STRUCTURE, D	C	I	22	5000	125
16-366	ST. THOMAS EPISCOPAL CHU	5	HALE STREET	REPAIR WATER DAMAGED AREA IN LO	C	9	116	37000	395
16-374	FISHER	276	CENTRAL AVENUE	RENOV. KITCHEN & BATHRM & REPLA	C	9	113A	10800	135
16-395	10 GROVE STREET, LLC	10	GROVE STREET	INSTALL REPLACEMENT WINDOWS	C	31	150	28752	315
16-142	WENTWORTH DOUGLASS HOS	789	CENTRAL AVENUE	RENOV./ALTER OPERATING ROOMS	I	37	1	1200000	12025
16-+181	ERIN PACE	8	GLENCREST AVENUE	CONST. A 12' X 16' DECK	R	36	31D	4000	65
16-246	CROSS	7	FOOTBRIDGE LANE	CONST. A LWR LVL TO ADD. LIVING AR	R	H	18-6	38911	415
16-251	LECLERC	66	PISCATAQUA ROAD	CONST. A 3 SEASON PORCH, REMODEL	R	J	19A	38000	405
16-274	CONWAY, JR.	579	SIXTH STREET	CONST. A ONE-STORY ADDITION	R	A	40-G	41000	435
16-276	CHASE	8	PHILLIP STREET	RMV 2 GARAGE DRS & INSTALL 3 WIND	R	A	13Q	3500	65
16-277	ANDERSON	251	LONG HILL ROAD	CONST. A SINGLE STORY BARN	R	A	18	37000	395
16-294	WYRICK	3	RABBIT ROAD	CONST. A WHEELCHAIR RAMP	R	J	15C	3000	55
16-296	ROBINSON	34	PROSPECT STREET	CONST. A NEW SFD W/TWO CAR ATT. G	R	32	25	175000	1775
16-297	WAYNE	26	DOVER POINT ROAD	REBUILD EXISTING 12' X 14' DECK	R	K	26-1	4000	65
16-298	SALOME	132	DOVER POINT ROAD	INSTALL REPLACEMENT WINDOWS	R	M-6	A-0	29000	315
16-299	HACKETET	13	STRAFFORD ROAD	INSTALL 3 REPLACEMENT WINDOWS	R	D-9	I-0	22000	245
16-300	LAWTON	630	CENTRAL AVENUE	INSTALL 22 REPLACEMENT WINDOWS	R	30	130	36000	385

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-301	BARRETT	18	RIVERSIDE DRIVE	INSTALL REPLACEMENT WINDOWS	R	L-92	Q-0	28000	305
16-304	HUNTER	22	SHAWNEE LANE	CONST. A FRONT PORCH	R	A	9	20000	225
16-307	TWEEDIE	14	KENT AVENUE	INSTALL 2 REPLACEMENT WINDOWS	R	K-1	P-4	7000	95
16-308	MATTHEW BRENNAN	36	SPRUCE LANE	CONST. A BREEZEWAY & A 2 CAR ATT.	R	I	35A	71000	735
16-310	ELISCU	82	BELLAMY WOODS	CONST. A COVERED PORCH & STAIR LI	R	I1	N82	11200	137
16-313	MIANO	1	COMANCHE STREET	REPLACE WINDOWS IN A SFD	R	A14	B	11000	135
16-315	TOLEND ROAD PROPERTIES	24	STOCKLAN CIRCLE	NEW CONST. SFD WITH ATT. GARAGE	R	G-2	J168	180000	1825
16-316	TOLEND ROAD PROPERTIES	22	STOCKLAN CIRCLE	NEW CONST. SFD WITH ATT. GARAGE	R	6-24	J169	170000	1725
16-322	MARONE	498	SIXTH STREET	NEW CONST. SFD WITH ATT. TWO CAR	R	B	1D	230000	2325
16-326	TOLEND ROAD DEV. LLC	21	STOCKLAN CIRCLE	FINISH PORTION OF BASEMENT	R	G	24J10	9000	115
16-328	MILLER	103	COACHECHO STREET	CONST REAR DECK AND FOUR SEASON	R	N02	A	70000	725
16-329	ROUILLARD	4	OLD STAGE ROAD	CONST. ADD. ONTO EXISTING GARAGE	R	G	36	3000	55
16-331	LAVOIE	212	DOVER POINT ROAD	INSTALL AN ABOVE GROUND SWIMMIN	R	L	92-J	10000	125
16-333	MOORE	15	WESTWOOD CIRCLE	REPLACE DOOR	R	F	18J0	3800	65
16-334	SLEEPER	88	GROVE STREET	CREATE TWO BATHRMS FROM EXISTIN	R	3	32	21000	235
16-335	JASON LUCEY	101	BELKNAP STREET	REPLACED WINDOWS & RESIDE HOUSE	R	12	115	10000	125
16-336	DESHANE	4	MEETINGHOUSE WAY	INSTALL A ROOF MOUNTED PV ARRAY	R	B	18-31	8000	105
16-339	BLOUGH	53	RUTLAND STREET	INSTALL FIRST FLOOR WINDOWS	R	13	28	3800	65
16-341	GIGUERE	26	DANIELLE LANE	CONST. A DECK ASSOC. W/ABOVE GRO	R	I	49-28	5500	80
16-344	PRESCOTT-BELL	18	SOUTH PINE STREET	INSTALLING REPLACEMENT WINDOWS	R	19	36	4500	70
16-345	MORGAN	18	MELODY TERRACE	INSTALL AN INGROUND SWIMMING PO	R	G	24J	20000	225
16-346	CALABRESE	3	FOXTAIL RIDGE	INSTALL ROOF MOUNTED SOLAR PANE	R	A	45A1	30000	325
16-347	SILVER	6	PEARSON DRIVE	INSTALL ROOF MOUNTED SOLAR PANE	R	L	46E	11000	135
16-351	STABILE HOMES @ POINTE PL	10	SIERRA DRIVE	NEW CONST. SFD WITH ATT. GARAGE	R	K-1	329	255000	2578
16-352	DOVER HOUSING AUTHORITY	1-8	ADDISON PLACE	INSTALL REPLACEMENT WINDOWS	R	E	65C	39000	0

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-353	MORRIS	59	CHILDS DRIVE	INSTALL AN INGROUND SWIMMING PO	R	N	8AL	70000	725
16-354	SLOVENSKI	125	GROVE STREET	INSTALL A ROOF MOUNTED SOLAR PA	R	29	84	6647	95
16-357	MOISAN	19	LEIGHTON ROAD	CONST. AN ATTACHED 2 CAR GARAGE	R	8	25B	64000	665
16-358	BOB & LINDA MIKULA FAMIL	52	UPPER FACTORY ROAD	FINISH SECOND FLR OF EXISTING GARA	R	E	52-B	33625	365
16-360	PITT	58	ATKINSON STREET	REPLACEMENT DECK	R	9	69	6000	85
16-361	JASON VOLPINI	42	HOUGH STREET	KITCHEN RMDL & 1/2 BATH CONVERSI	R	3	61	20000	225
16-362	STABILE HOMES @ POINTE PL	24	SIERRA DRIVE	NEW CONST. SFD WITH ATT. GARAGE	R	K19	327	270000	2725
16-363	STABILE HOMES & POINTE PL	26	SIERRA DRIVE	NEW CONST. SFD WITH ATT. GARAGE	R	K-1	3-26	214000	2165
16-365	KIMBERLY A WESSON REVOC	407	DOVER POINT ROAD	RENOV./ALTER INT. OF DWELLING & IN	R	8	3	232000	2345
16-368	YOUNG	10	ELMVVIEW CIRCLE	REPLACE ROOF SHINGLES & SHEATHIN	R	21	31	1800	45
16-369	MCOLE	8	ELMVVIEW CIRCLE	REPLACE ROOF SHINGLES & ADD ROOF	R	21	30	1800	45
16-370	DIMAMBRO	16	PEARSON DRIVE	INSTALL ROOF MOUNTED SOLAR PANE	R	L	46P	9000	115
16-371	DAUB	161	COUNTY FARM CROSS ROAD	INSTALL A ROOF MOUNTED PV ARRAY	R	B	11-14	16000	185
16-372	DOVER POINT PROPERTIES DE	335	SHORE LANE	NEW CONST. SFD WITH ATT. GARAGE	R	L	89G-1	254000	2565
16-373	STRAND, SR.	95	SPRUCE LANE	CONST. A FRONT DOOR ENTRANCE RA	R	I	81H	2028	45
16-376	EDWARDS	30	PLEASANT VALLEY ROAD	REMOV. EXISTING SHINGLES & RE-ROO	R	I	22-23	5100	75
16-380	ROBERTS	4	FOXTAIL RIDGE	INSTALL A ROOF MOUNTED SOLAR PA	R	A	45A3	16616	195
16-381	GREEN	124	DOVER NECK ROAD	DEMO. & REMV EXISTING SFD, GARAGE	R	M	95-13	6500	50
16-385	BOURRE	1	BARTLETT STREET	CONST. A REAR DECK	R	36	17-1	14880	165
16-388	MERONE	19	HARLANS WAY	INSTALL REPLACEMENT WINDOWS AN	R	I	50-12	24500	275
16-399	MARSZELEK LITAUSKA	13	GLENCREST AVENUE	REPLACE REAR DECK WITH NEW	R	36	32A	12000	145

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 68

Total Construction Value: \$9,900,259.00

Total Fees Collected: \$100,350.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	5	Change of Use	0
Commercial Renovations	3	Commercial	2
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	24	Industrial	1
Industrial	0	Renovations	4
Industrial Renovations	1	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	8	Single Family Dwellings	6
Renovations Dwelling Unit	50	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	1		
Accessory Dwelling Unit	0		
		Total	13

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Mixed Use														
Old Courthouse	First Street	A	10	0	10		6/14/2016	Site	P16-15	6	20		H	1.1
Hellenic Realty	Washington Street	A	25	0	25		6/14/2016	Site	P16-08	2	4		W	2.75
Yacht Club	Portland Ave	A	19	19	0	12/23/2014	10/14/2014	Site	P14-45	24	104	12/23/2019	H	2.09
Bradley Commons	Central Ave	A	45	0	45	2/10/2015	9/23/2014	Site	P14-34	27	2/3	2/10/2020	H	4.95
First Street @ Garrison	First Street	A	32	32	0	6/12/2014	2/25/2014	Site	P14-03	6	3	6/12/2019	H	3.52
Field and Foster	Central Ave	A	18	18	0	2/11/2014	11/12/2013	2/13/2014	P13-60	3	42	2/11/2019	H	1.98
Cochecho Falls Mills	Central Ave	A	120	120	0	12/20/2011	11/28/2011	Site	P11-60	3	3	12/20/2015	H	13.2
Total: Mixed Use			269	189	80									25.74
Multi-Family:														
Clay Hill	Henry Law Avenue	C	10	0	10	12/4/2015	7/28/2015	Site	P15-17	22	3	12/4/2021	W	1.1
First Rate Realty	Silver/Central	A	16	16	0	9/24/2013	6/25/2013	Site	P13-20	12	28	9/24/2018	W	1.76
Sherman School	School Street	C	48	0	48	9/27/2011	10/26/2010	Site	P10-39	3	10	9/27/2016	H	7.68
Paolini	Clancy Drive	C	12	12	0	1/9/2014	10/22/2013	Site	P13-37	I	12	1/9/2019	G	1.92
Lilac Gardens	Lilac Ln	A	120	72	48	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
Total: Multi-family			206	100	106									24.56
Subdivisions:														
Copley	Pear Drive	H	7	0	7		6/14/2016		P16-13	C	2		H	2.59
The Preserve	Isabella Drive	H	13	0	13	6/21/2016	12/14/2015		P15-16	H	14	6/21/2016	W	4.81
Indian Ridge	Emerald Ln	H	49	2	47	8/25/2015	6/23/2015	12/4/2015	P14-58	F	15	8/25/2015	W	18.13
Bellamy Ridge	Red Barn Dr	H	7	0	7	10/13/2015	8/25/2015	10/15/2015	P15-05	I	6-C	10/13/2020	G	2.59
Kelly Brook Meadows	Old Stage Road	H	9	9	0	4/29/2014	3/25/2014	5/9/2014	P14-01	G	36	4/29/2019	W	3.33
Foster's Way	Fosters Dr	H	5	2	3	9/17/2014	12/17/2013	9/17/2014	P13-49	L	89-1	9/17/2019	G	1.85
Kemen	Sixth St	H	1	0	1	4/29/2014	8/27/2013	5/1/2014	P13-43	B	1D	4/29/2019	H	0.37
Child's Subdivision	Childs Dr	H	19	15	4	4/9/2013	3/28/2013	3/29/2013	P12-20	N	8A-1	3/28/2018	H	7.03
Arch St	Fresian Drive	H	11	2	9	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	4.07
Labrador Woods	Labrador Dr	H	9	6	3	7/19/2010	5/25/2010	7/19/2010	P10-19	A	51-9	7/19/2014	H	3.33
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.7
Harbor Hills	Shore Rd	H	16	12	4	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.92
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	5	4	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	3.33
Picnic Rock	Back River Rd	H	21	7	14	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.77
Schooner Landing	Schooner Dr	H	10	9	1	7/19/2007	4/10/2007	7/25/2007	P06-54	M	96A	7/19/2011	G	3.7
Pacific Landing	Pacific/Nye	H	15	15	0	2/8/2007	7/25/2006	2/8/2007	P05-72	E	49	2/18/2011	W	5.55
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	62	10	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	26.64
StoneCroft	Carriage Hill Ln	H	11	9	10	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	4.07
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	27	5	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.84
Emerald Woods I & II	Emerald Ln	H	25	25	0	12/6/2004	9/28/2004	12/10/2004	P02-01	F	27	12/6/2008	W	9.25
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.48
Cornerstone Crossing III	Conerstone Dr	H	18	17	1	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2011	H	6.66
Total: Single Family			373	235	146									109.89
Elderly:														
Pointe Place	Pointe Place	A	132	0	132		3/22/2016		P16-05	K	19		G	
Pointe Place	Sierra Dr	H	31	12	19	12/21/2015	11/19/2014	4/1/2016	P15-46	K	19	12/21/2021	G	
The Village at Thornwood	Jacqueline Dr/Sonia Dr	H	62	62	0	7/2/2008	3/13/2007		P06-55	M	4	7/2/2012	G	
Arbor Woods	Cielo Dr	H	61	46	15	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			286	120	166									

TOTAL APPROVED UNITS			1134	644	498								160
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In addition to the construction activity on the attached spreadsheet Rand Whitney is at substantial completion. Renovations continue at the Mill Buildings.

Construction of the first mixed use four story building at Pointe Place and Silver Square developments began. Bill Dube's new dealership continues.

The trend for roof top mounted solar systems continues with 9 building and electrical permits issued. Work continues at the largest commercial solar field within the City on Littleworth Road.

po report
August 2016

DAC	PO Date	PO No.	Vendor Name	Amount
Police	8/4/2016	201701026	JIM SMITH HORSESHOEING	\$5,000.00
Community Services Department	8/15/2016	201701278	BROX INDUSTRIES, INC.	\$5,081.67
Community Services Department	8/30/2016	201701763	ELECTRIC LIGHT CO, INC.	\$5,217.50
Recreation	8/31/2016	201701803	MARTINEAU ELECTRIC, INC.	\$5,947.00
Recreation	8/9/2016	201701122	CITY OF DOVER-WATER~SEWER DEPT.	\$5,967.09
Community Services Department	8/16/2016	201701305	BROX INDUSTRIES, INC.	\$5,994.36
Community Services Department	8/4/2016	201701033	URBAN TREE SERVICE	\$7,070.00
Community Services Department	8/2/2016	201700840	CITY OF DOVER-WATER~SEWER DEPT.	\$7,965.35
Community Services Department	8/15/2016	201701279	BROX INDUSTRIES, INC.	\$8,223.03
Executive	8/24/2016	201701579	VUE WORKS, LLC.	\$8,268.10
Planning	8/30/2016	201701725	SHI INTERNATIONAL CORP	\$8,370.19
Police	8/8/2016	201701082	2 WAY COMMUNICATIONS SERVICE, INC.	\$8,628.00
Fire and Rescue	8/17/2016	201701409	HUNTRESS UNIFORMS	\$9,400.60
Community Services Department	8/15/2016	201701285	SHOEM CORP.	\$9,750.00
Executive	8/1/2016	201700750	VERIZON WIRELESS	\$10,372.00
Public Library	8/16/2016	201701376	BYWATER SOLUTIONS, LLC	\$11,000.00
City Finance Office	8/9/2016	201701107	INTERWARE DEVELOPMENT CO INC	\$11,884.90
Community Services Department	8/4/2016	201701038	JUNGLE JIMS-1	\$13,750.00
Community Services Department	8/30/2016	201701766	SHOEM CORP.	\$16,575.00
Police	8/29/2016	201701692	2 WAY COMMUNICATIONS SERVICE, INC.	\$20,380.00
Police	8/4/2016	201701035	PARKEON	\$23,175.00
Community Services Department	8/10/2016	201701170	MXI ENVIRONMENTAL SERVICES, LLC	\$24,000.00
Executive	8/16/2016	201701309	GREGORY KAGELEIRY	\$27,000.00
Community Services Department	8/31/2016	201701828	SIEMENS INDUSTRY, INC.	\$30,095.00
Community Services Department	8/4/2016	201701037	STREAMWORKS, PLLC	\$31,100.00
Executive	8/1/2016	201700751	VERIZON WIRELESS	\$31,358.00
Community Services Department	8/15/2016	201701284	TRI-STATE SEALCOATING & PAVING, INC.	\$38,788.00
Police	8/3/2016	201700879	PARKEON	\$42,120.00
Recreation	8/31/2016	201701802	FOX TOURS	\$44,435.30
Community Services Department	8/2/2016	201700798	PESCHEL CONSULTING, LLC	\$104,075.03
Community Services Department	8/10/2016	201701173	EVROKS CORPORATION	\$493,588.00
Community Services Department	8/10/2016	201701171	SCHERBON CONSOLIDATED, INC.	\$541,200.00
Community Services Department	8/23/2016	201701530	STATE OF NH-DOT	\$3,283,029.35
Community Services Department	8/10/2016	201701174	PENTA CORPORATION	\$7,476,900.00

City of Dover
Bid Solicitation Report
For August 2016

9/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services Q17-005	08/02/2016	08/17/2016	Stand by Generator Maintenance	
Community Services Q17-004	08/02/2016	08/16/2016	Non-Fibered Asphalt Emulsion Damproofing	
Community Services Q17-002	08/02/2016	08/16/2016	Overhead Door Repairs	
Recreation B17006	08/09/2016	08/30/2016	Fence at Henry Law Park	

City of Dover
Bid Solicitation Report
For August 2016

9/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services B17002	08/09/2016	08/25/2016	Segregation and Recycling of Construction and Demolition Debris	
Community Services Q17-003	08/09/2016	08/25/2016	Highway Signs and Posts	
Community Services B17007	08/10/2016	08/24/2016	Catch Basin Cleaning Services	
Finance Q17-006	08/16/2016	08/31/2016	Tax-Water/Sewer-MV Envelopes	

City of Dover
Bid Solicitation Report
For August 2016

9/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Community Services B17010	08/18/2016	09/14/2016	Fence at Garrison Road	
Community Services B17011	08/31/2016	09/22/2016	Six Wheel Dump Truck with Equipment	

City of Dover

Expenditures of Major Funds

August 31, 2016

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 444,459	\$ 2,963	\$ 20,601	5.0%	\$ 423,858	\$ 20,190	\$ 403,668	90.8%
Executive	918,106	52,208	126,495	14.0	791,611	369,176	422,434	46.0
Finance	1,808,151	140,354	311,645	17.0	1,496,506	1,087,310	409,195	22.6
Planning	661,252	48,767	114,483	17.0	546,769	397,917	148,852	22.5
Misc General Government	1,004,542	46,745	97,157	10.0	907,385	59,514	847,871	84.4
Police	8,537,733	714,068	1,334,178	16.0	7,203,555	4,507,449	2,696,107	31.6
Fire & Rescue	8,610,508	697,759	1,319,775	15.0	7,290,733	3,976,160	3,314,573	38.5
Community Service Public Works	6,968,806	402,828	619,037	9.0	6,349,769	2,717,044	3,632,726	52.1
Recreation	2,140,481	159,836	301,213	14.0	1,839,268	788,621	1,050,647	49.1
Public Library	1,300,849	100,482	179,798	14.0	1,121,051	755,131	365,920	28.1
Public Welfare	836,183	48,679	90,190	11.0	745,993	167,301	578,692	69.2
Debt Service	12,865,680	-	658,814	5.0	12,206,866	11,756,290	450,576	3.5
Other Financing Sources/Uses	3,521,696	-	115,210	3.0	3,406,487	-	3,406,487	96.7
School	49,542,420	1,915,791	2,637,813	5.0	46,904,607	43,882,396	3,022,211	6.1
Intergovernmental	8,643,721	-	-	0.0	8,643,721	-	8,643,721	100.0
Sub-total : 1000 General Fund	\$ 107,804,587	\$ 4,330,479	\$ 7,926,408	7.4%	\$ 99,878,179	\$ 70,484,500	\$ 29,393,679	27.3%
3213 Parking Activity Fund								
Police	\$ 850,720	\$ 26,182	\$ 49,556	6.0%	\$ 801,164	\$ 356,882	\$ 444,283	52.2%
Sub-total : 3213 Parking Activity Fund	\$ 850,720	\$ 26,182	\$ 49,556	5.8%	\$ 801,164	\$ 356,882	\$ 444,283	52.2%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,020,143	\$ 87,864	\$ 98,544	10.0%	\$ 921,599	\$ 779,126	\$ 142,474	14.0%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,020,143	\$ 87,864	\$ 98,544	9.7%	\$ 921,599	\$ 779,126	\$ 142,474	14.0%
3381 McConnell Center Fund								
Recreation	\$ 931,928	\$ 39,872	\$ 50,072	5.0%	\$ 881,857	\$ 579,178	\$ 302,679	32.5%
Sub-total : 3381 McConnell Center Fund	\$ 931,928	\$ 39,872	\$ 50,072	5.4%	\$ 881,857	\$ 579,178	\$ 302,679	32.5%
3410 Recreation Special Revenue Fund								
Recreation	\$ 616,951	\$ 45,273	\$ 109,063	18.0%	\$ 507,888	\$ 147,228	\$ 360,659	58.5%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 616,951	\$ 45,273	\$ 109,063	17.7%	\$ 507,888	\$ 147,228	\$ 360,659	58.5%
5300 Water Fund								
Community Service Public Works	\$ 5,159,016	\$ 263,498	\$ 518,465	10.0%	\$ 4,640,551	\$ 1,447,684	\$ 3,192,867	61.9%
Sub-total : 5300 Water Fund	\$ 5,159,016	\$ 263,498	\$ 518,465	10.0%	\$ 4,640,551	\$ 1,447,684	\$ 3,192,867	61.9%
5320 Sewer Fund								
Community Service Public Works	\$ 7,661,413	\$ 285,916	\$ 701,466	9.0%	\$ 6,959,947	\$ 2,063,824	\$ 4,896,123	63.9%
Sub-total : 5320 Sewer Fund	\$ 7,661,413	\$ 285,916	\$ 701,466	9.2%	\$ 6,959,947	\$ 2,063,824	\$ 4,896,123	63.9%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,325,164	\$ 51,703	\$ 112,435	8.0%	\$ 1,212,730	\$ 430,109	\$ 782,621	59.1%
Sub-total : 6100 Dovernet Fund	\$ 1,325,164	\$ 51,703	\$ 112,435	8.5%	\$ 1,212,730	\$ 430,109	\$ 782,621	59.1%
Total : EXPENDITURES	\$ 125,369,923	\$ 5,130,788	\$ 9,566,009	7.6%	\$ 115,803,915	\$ 76,288,532	\$ 39,515,383	31.5%

City of Dover

Revenues of Major Funds August 31, 2016

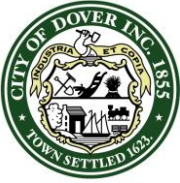
(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 76,972,539	\$ 524,462	\$ 1,673,382	2.0%	\$ 75,299,157	\$ -	\$ 75,299,157	(97.8)%
Licenses & Permits	5,643,130	617,764	1,030,164	18.0	4,612,966	-	4,612,966	81.7
Intergovernmental	2,153,358	186,157	186,655	9.0	1,966,703	-	1,966,703	91.3
Charges for Services	3,624,057	193,812	400,516	11.0	3,223,541	-	3,223,541	88.9
Miscellaneous Revenue	586,851	15,022	92,933	16.0	493,918	-	493,918	84.2
Education	18,302,895	79,114	165,013	1.0	18,137,882	-	18,137,882	99.1
Operating Transfers In	426,757	-	-	0.0	426,757	-	426,757	100.0
Other Financing Sources	95,000	-	15,616	16.0	79,384	-	79,384	83.6
Sub-total : 1000 General Fund	\$ 107,804,587	\$ 1,616,331	\$ 3,564,278	3.0%	\$ 104,240,309	\$ -	\$ 104,240,309	96.7%
3213 Parking Activity Fund								
Licenses & Permits	\$ 195,720	\$ 13,601	\$ 35,976	18.0%	\$ 159,745	\$ -	\$ 159,745	81.6%
Parking Income	495,000	50,921	94,817	19.0%	400,183	-	400,183	80.8%
Parking Fines	160,000	13,005	24,508	15.0%	135,492	-	135,492	84.7%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 850,720	\$ 77,527	\$ 155,301	18.0%	\$ 695,419	\$ -	\$ 695,419	81.7%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,556	\$ -	\$ -	0.0%	\$ 9,556	\$ -	\$ 9,556	100.0%
Charges for Services	930,000	98,150	170,822	18.0%	759,178	-	759,178	81.6%
Miscellaneous Revenue	0	39	59	0.0	(59)	-	(59)	0.0
Other Financing Sources	2,980	-	-	0.0	2,980	-	2,980	100.0
Sub-total : 3320 Residential Solid Waste	\$ 942,536	\$ 98,188	\$ 170,881	18.0%	\$ 771,655	\$ -	\$ 771,655	81.9%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 718,028	\$ 59,101	\$ 116,732	16.0%	\$ 601,296	\$ -	\$ 601,296	83.7%
Operating Transfers In	209,476	9,108	33,631	16.0	175,845	-	175,845	83.9
Sub-total : 3381 McConnell Center	\$ 927,504	\$ 68,208	\$ 150,363	16.0%	\$ 777,141	\$ -	\$ 777,141	83.8%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 420,655	\$ 24,677	\$ 95,803	23.0%	\$ 324,852	\$ -	\$ 324,852	77.2%
Miscellaneous Revenue	15,500	144	400	0.0	15,100	-	15,100	97.4
Operating Transfers In	15,500	-	-	0.0	15,500	-	15,500	100.0
Other Financing Sources	151,754	-	-	0.0	151,754	-	151,754	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 603,409	\$ 24,821	\$ 96,203	16.0%	\$ 507,206	\$ -	\$ 507,206	84.1%
5300 Water Fund								
Charges for Services	\$ 4,948,191	\$ 732,004	\$ 872,518	18.0%	\$ 4,075,673	\$ -	\$ 4,075,673	82.4%
Miscellaneous Revenue	70,500	7,517	12,149	17.0	58,351	-	58,351	82.8
Sub-total : 5300 Water Fund	\$ 5,018,691	\$ 739,521	\$ 884,667	18.0%	\$ 4,134,024	\$ -	\$ 4,134,024	82.4%
5320 Sewer Fund								
Intergovernmental	\$ 4,458	\$ -	\$ -	0.0%	\$ 4,458	\$ -	\$ 4,458	100.0%
Charges for Services	6,505,810	865,141	1,126,169	17.0	5,379,641	-	5,379,641	82.7
Miscellaneous Revenue	57,000	7,440	10,757	19.0	46,243	-	46,243	81.1
Other Financing Sources	939,132	-	-	0.0	939,132	-	939,132	100.0
Sub-total : 5320 Sewer Fund	\$ 7,506,400	\$ 872,581	\$ 1,136,926	15.0%	\$ 6,369,474	\$ -	\$ 6,369,474	84.9%
6100 Dovernet Fund								
Charges for Services	\$ 891,162	\$ 80,426	\$ 125,419	14.0%	\$ 765,743	\$ -	\$ 765,743	85.9%
Miscellaneous Revenue	25,000	-	-	0.0	25,000	-	25,000	100.0
Operating Transfers In	-	-	-	0.0	0	-	0	#DIV/0!
Other Financing Sources	235,524	-	-	0.0	235,524	-	235,524	100.0
Sub-total : 6100 Dovernet Fund	\$ 1,151,686	\$ 80,426	\$ 125,419	11.0%	\$ 1,026,267	\$ -	\$ 1,026,267	89.1%
Total : REVENUES	\$ 124,805,533	\$ 3,577,603	\$ 6,284,038	5.0%	\$ 118,521,495	\$ -	\$ 118,521,495	95.0%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) August 31, 2016

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,305,350	62,468	116,464	8.9	1,188,886	0	1,188,886	91.1
Expenditures	971,746	73,053	124,865	12.9	846,881	407,293	439,588	45.2
Debt Service								
Principal	291,765	0	0	-	291,765	0	291,765	100.0
Interest	41,839	0	1,828	4.4	40,011	0	40,011	95.6
	0	(10,585)	(10,229)	0.0	10,229	(407,293)	417,522	-



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Councilor Ciotti led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier motioned to add the Joint Building Committee – Dover High School and Regional CTC Report.

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

Vote: 8/0.

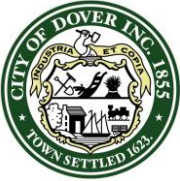
7. PUBLIC HEARINGS

8. CITIZEN'S FORUM

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

William DeGrandpre, 21 Danielle Lane: He spoke against the plans to make Central Avenue two-way. He said it will just increase traffic problems.

Nicholas Couturier, 18 Partridge Lane, Ward 4 Special Municipal Election Candidate: He thanked the Mayor and Council for giving all the candidates the opportunity to introduce themselves. He said he is a lifelong resident of Dover. He listed his accomplishments in Dover sports, and says he gives back today with coaching. He said he owns a house in Dover, has a business in Dover, and have his children in Dover. He hopes to help the City so that he can continue to live here. He asked citizens to call him to learn where he stands on the issues.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Marcia Gasses, 114 Garrison Road, Ward 4 Special Municipal Election Candidate: She spoke about being a lifelong resident of Dover. She has served on numerous committees, formerly serving a chairperson for the Planning Board, Open Lands Committee. She is currently the Vice-Chairperson on the Conservation Commission. She listed several other committees she has served on. She said she has a reputation for working cooperatively. She said she is committed to keeping Dover an affordable place to live, raise a family, maintain roads and infrastructure, and have quality schools. She said four generations of her family currently live in Ward 4. She is currently the Barrington Town Planner. She asked for the support of the voters in Ward 4 as their next City Councilor. She invited citizens to call her with any questions.

Joseph Walent, 8 Wingate Lane, Ward 4 Special Municipal Election Candidate: He thanked the Council for the opportunity to introduce himself. He said his decision to run as a candidate was spurred by his belief that the City's future will be best determined by reasoned and measured actions. He from Portsmouth and grew up in North Hampton, where he worked in his family's business. He spoke in favor of the Police, Parking Garage and new High School as they show favorably on the City's future growth and opportunities. He said he would work hard to represent those who elect him. He said he will work hard to address the issues to reflect the voices of the community. He said he would try to look for consensus that dissenting opinions will feel is reasonable. He earned an MBA from Southern New Hampshire University. He has worked for years in the technology and financial industry. He said his work has prepared him with the foundation for being a Councilor, looking at issues by considering long term implications and possible consequences of decisions. He spoke about Dover being a beautiful and dynamic community and the duty of Council to safeguard the opportunities the citizens have to contribute to the local economy, and ensure the children have the opportunities in the future. He said it would be an honor to serve, and asked the residents of Ward 4 to vote September 13, 2016 at the Elk's Lodge. He invited the citizens to call him to speak about the issues.

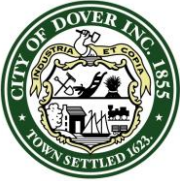
Geoffrey Pratt, 7 Crown Point Road, Ward 4 Special Municipal Election Candidate: He introduced himself to the Council and citizens. He said he grew up in Dover. He went to school in Portland, Maine and in Massachusetts earning a degree in Architectural Engineering. He said the years he was away he realized that he wanted to come back to Dover. He said his work and life experiences have taught him how to deal with problems. He said he likes to know how things work, and felt he would be very good at understanding and working with people in his ward in bringing issues to the attention of the City. He asked the citizens in Ward 4 to support and vote for him in the Special Ward 4 Municipal Election.

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

9. CITY MANAGER'S REPORT

City Manager Joyal asked the City Clerk to give the Council and citizens information about the upcoming elections.

City Clerk Lavertu gave an overview on the elections, absentee voting, and registering to vote.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

City Manager Joyal said he submitted his report in writing. He spoke about volunteer water conservation during the drought period this summer. He announced that Jim Maxfield was accepted the position of Building Official, replacing Tom Clark, who recently retired. He said Jim will be responsible for overseeing Building, Plumbing, Electrical Inspections, and Fire Safety Inspections. He said Jim has a long time history with the City.

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

Vote: 8/0.

10. APPROVAL OF MINUTES

A. August 10, 2016 – Regular Meeting

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

Vote: 8/0.

11. MAYOR'S REPORT

Mayor Weston spoke about Dover being the City *Business and Focus Magazine* wants to focus on for the second time.

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

Vote: 8/0.

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**

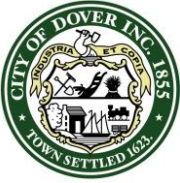
Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.

Roll Call Vote: 8/0.

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**



CITY OF DOVER

CITY COUNCIL – MINUTES

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

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 | |

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

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

Councilor Ciotti pulled Item 13.A.3.

Councilor Thibodeaux pulled Items 13.A.5. and 13.A.6.

Deputy Mayor Carrier pulled the Joint Building Committee – Dover High School and Regional CTC Report.

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

Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.3.; seconded by Councilor Ciotti.

Councilor Ciotti stated he assume the date of the event was September 2016 and not 2017.

Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.5.; seconded by Councilor Ciotti.

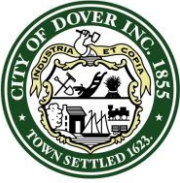
City Manager Joyal gave an overview of the resolution to the Council. He stated that the City is three years into a 10 year switchover to the new meters.

Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item. 13.A.6.; seconded by Councilor O'Connor.

Recreation Director Bannon gave an overview of the resolution to the Council.

Roll Call Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Deputy Mayor Carrier gave an overview of 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 Gagnon.

Vote: 8/0.

B. RESOLUTIONS

1. TRANSPORTATION ALTERNATIVES PROGRAM SPONSORED BY MAYOR WESTON BY REQUEST

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

Vote: 8/0.

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

Deputy Mayor Carrier moved to refer to a Public Hearing on September 14, 2016;
seconded by Councilor Gagnon.

Vote: 8/0.

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

Deputy Mayor Carrier moved to refer to a Public Hearing on September 14, 2016;
seconded by Councilor Thibodeaux.

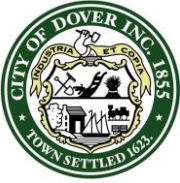
Vote: 8/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor O'Connor spoke about the great job Community Services did on a water main leak on Horne Street. He congratulated Mick Arsenault on running a 100-mile race and coming in 3rd place.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Councilor Thibodeaux talked about planting new grass during a drought period. She spoke about the flooding happening in her home state of Louisiana, and asked for people to help out by donating to the Louisiana One Fund. She will be holding her Coffee with a Councilor this Saturday.

Deputy Mayor Carrier spoke about the Greater Dover Chamber of Commerce's successful summer events.

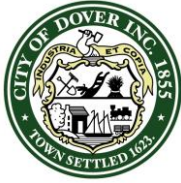
Councilor Shanahan talked about the Art's fair occurring during this meeting. He also thanked the four candidates who step up to run for the Ward 4 Councilor seat.

Councilor Gagnon referred to the new chapter to the Master Plan that encourages neighborhood connectivity in the North end. He said it won't happen quickly, but wanted citizens to contact him if they wanted to participate.

Mayor Weston reminded people to put October 1st on their calendar to attend Apple Harvest Day.

16. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor O'Connor.
Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Public Meeting to Enter Non-Public Session**
Meeting Location: **McConnell Center, Room 309**
Meeting Date: **Wednesday, August 24, 2016**
Meeting Time: **6:00 pm**

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

Personnel hiring, compensation, and evaluation.

NOTE: The non-public meeting is not open to the public per RSA 91-A:3 II(a). The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Meeting was called to order by Mayor Weston at approximately 6:00 pm on August 24, 2016 in McConnell Center Room 309, and roll call was taken.

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

Absent: None (Ward 4 Vacant)

Also present: City Manager Joyal

Deputy Mayor Carrier motioned to enter the non-public meeting per RSA 91-A:3 II(a): The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Motion was seconded by Councilor Ciotti.

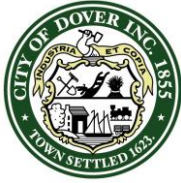
Roll Call Vote: 8/0.

Upon entering non-public meeting, discussion ensued relating to the performance evaluation of the City Manager. The expectations previously established for the City Manager and his achievements over the course of the past year were reviewed. The non-public session was recessed by the Mayor at approximately 6:55pm prior for start of Regular Council meeting at 7:00 pm. Continuation of the non-public session was scheduled to immediately resume following completion on of the Regular Council meeting.

The Mayor reconvened the non-public meeting at approximately 8:30pm in McConnell Center Room 309.

Discussion resumed relating to the performance evaluation of the City Manager. Following completion of the evaluation discussion, information was presented concerning requirements of existing employment agreement, CPI-U and current wages paid for chief executives in comparable NH municipalities.

Councilors discussed providing a compensation adjustment based upon the results of the evaluation and in consideration of the median compensation levels paid for comparable positions. Councilors discussed if there would be a need to seal non-public minutes and moved to adjourn to public session to consider a compensation adjustment.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Public Meeting to Enter Non-Public Session**
Meeting Location: **McConnell Center, Room 309**
Meeting Date: **Wednesday, August 24, 2016**
Meeting Time: **6:00 pm**

Mayor Weston advised that the final evaluation scores and summary of comments would be prepared for inclusion with meeting minutes.

Councilor Gagnon moved to re-enter public session, seconded by Councilor Ciotti.
Roll call vote: 8/0.

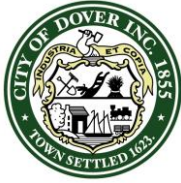
Upon reentering the public meeting Mayor Weston asked for a motion regarding the City Manager's compensation.

Councilor Gagnon motioned to increase the City Manager's salary .6 percent as specified by the contract based on the Boston CPI, with an additional 2.4% merit increase based on performance, for a total of 3% base salary increase. He also moved to add an additional three vacation days to the contract, for a total of 25 days.

Councilor Ciotti seconded the motion.

Roll Call Vote: 8/0.

Councilor Greenshields motioned to adjourn; seconded by Deputy Mayor Carrier.
Vote: 8/0



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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:

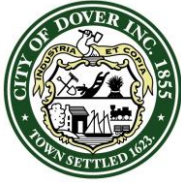
Item	Description	Appropriation	Funding	Fund
1	Arena Ice Chiller Improvements	\$19,150.00	Arena Improvements Reserve	Trust
Total		<u>\$19,150.00</u>		

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#: 12.C.1.

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

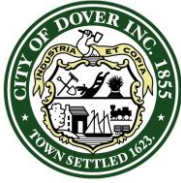
DOCUMENT HISTORY:

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#: 12.C.1.

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:

Error! Not a valid link.

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



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: Cochecho Country Club

Federal Tax ID number for Organization: 02-8120120

Check (✓) Nature of Organization:

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

(Describe) Private golf & pool club

Contact Person: Debbie Shelton Day Time Telephone: 603-534-3132

Address: 145 Gulf Road Email: devmanager@cvhsonline.org

Purpose of Permit: Golf Ball Helicopter Drop Raffle - Donation to 2 charities

Date of Event: November 6, 2016 Specific Time: 1:00 pm

Location of Event: Dover @ Cochecho Country Club

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

Prize (s) To Be Awarded: 20% of the total raised w/ 500 golf balls

Cost of Ticket: \$25 Date of Drawing: November 6, 2016

Place of Drawing: Cochecho Country Club; 145 Gulf Rd; 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: Deborah H. Shelton DATE: 8/24/16

(duly authorized)

PRINTED NAME: Deborah H. Shelton

Licensing Board Approval [Signature] Date: 8/31/16



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** ☒ , ROAD TOLL*** _____

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

Organization Name: Dover High School Unified
Federal Tax ID number for Organization: 02-6-000230

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Yes I Can SK

Contact Person: MJ Hippern Day Time Telephone: 603 767 7833

Address: 64 Victoria Dr Somersworth Email m.hippern@dover.k12.nh.us

Date of Event: 10/6/16 Specific Time: 11:00am

Location of Event (if parade, attach course description or map): Dover High School - copy enclosed

*****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 Mark Speidel Check Here If Parade Route Is Attached: ☒

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

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

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

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

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

SIGNATURE OF APPLICANT: Mary Jean Hippern DATE: 8/17/16
(duly authorized)

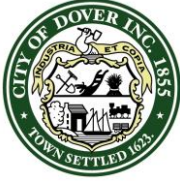
PRINTED NAME: Mary Jean Hippern

Licensing Board Approval (ATD) Date: 8/18/16



Begin our USATF certified course (# NH 07013RF) at Dover High School on Alumni Drive and continue:

- Right onto Bellamy Road
- Right onto Cataract Ave
- Right onto Rutland St
- Right onto Rte. 108
- Right onto Bellamy Road
- Right onto Alumni Drive



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2016.09.14 – 120**

Resolution Re: B16003B Sidewalk Improvements Increased Scope of Work

- WHEREAS: A Sealed Request for Bid B16003 for sidewalk improvements was issued in August 2015 and the City received no replies. A rebid of B16003B Sidewalk Improvements was issued and replies were received on February 24, 2016 at 11:00 am; and
- WHEREAS: Two bids were received and the low bid meeting specifications submitted by John H. Lyman and Sons Inc. was approved by council in March 2016 at varying unit pricing. Due to budget constraints, the scope of services was reduced to a cost of \$200,000; and
- WHEREAS: In August, the City provided Unitil an estimate of cost to replace sidewalks, driveways and loam that will be disturbed by the installation of the gas mains on Stark Ave. and Central Ave. using bid rates already in place in the amount of \$66,407.33. The City will invoice Unitil for these costs. The City will be replacing the existing four foot sidewalks with five foot sidewalks and will be paying the additional cost in the amount of \$11,120.00 from city funds.

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

The Purchasing Agent is hereby authorized to issue a change order to John H. Lyman and Sons Inc. of Gilford NH for Sidewalk Improvement services at rates provided in conjunction with Bid B16003B for the additional sidewalk, driveway and loam work on Stark Ave. and Central Ave. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715.00000	Land Improvements	1,402,000	1,024,453

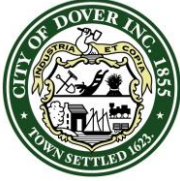
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2016.09.14 – 120**

Resolution Re: B16003B Sidewalk Improvements Increased Scope of Work

DOCUMENT HISTORY:

First Reading Date:

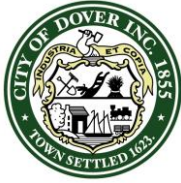
Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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

Resolution Number: **R – 2016.09.14 – 120**

Resolution Re: B16003B Sidewalk Improvements Increased Scope of Work

RESOLUTION BACKGROUND MATERIAL:

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

Unitil will be adding gas lines to Stark Ave. and Central Ave. and the City will contract with John H. Lyman at current bid rates. Unitil will reimburse the City in the amount of \$66,407.33

Bid Information:

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

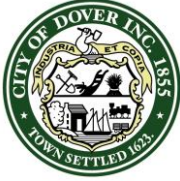
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	315	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2016 construction	Estimated Delivery:	As needed
Recommended Award to:	John H Lyman & Sons Inc	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B16003B Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2016.09.14 – 121**

Resolution Re: B16078 Household Hazardous Waste Clean Up Day

WHEREAS: The sealed request for bid B16078 was solicited and received for household hazardous waste collection services on July 27, 2016 at 11:30 am; and

WHEREAS: Two qualified firms responded with price quotes for different chemicals that the City anticipates will be collected for the project in its entirety; and

WHEREAS: Low bid meeting specifications was submitted by MXI Environmental Service LLC of Langhorne PA at varying rates for collection various household hazardous waste chemicals. The estimated annual expenditure was \$24,000 but costs came in over \$25,000 thereby requiring council approval. The Household Hazardous Waste Collection Day was held on a Saturday 8/27/16.

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 MXI Environmental Services LLC for household hazardous waste day given rates provided in conjunction with bid B16078. The amount of this authorization shall be limited so as not to exceed available funding.

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

Financing

Account	Description	Appropriation	Balance
3320.1.300.43230.4421.000000	Recycling Management Collection	27,000	27,000

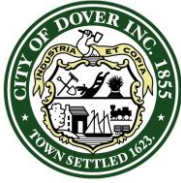
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2016.09.14 – 121**

Resolution Re: B16078 Household Hazardous Waste Clean Up Day

DOCUMENT HISTORY:

First Reading Date:

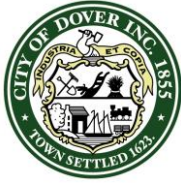
Public Hearing Date:

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.4.

Resolution Number: **R – 2016.09.14 – 121**

Resolution Re: B16078 Household Hazardous Waste Clean Up Day

RESOLUTION BACKGROUND MATERIAL:

Sealed bid B16078 was requested and received for HHW collection on July 27, 2016 at 11:30 am. Two qualified vendors responded with various price quotes for the various chemicals the City anticipates will be collected. Low bid meeting specifications was submitted by MXI Environmental Services LLC and it is the recommendation to award this year's project to this vendor. MXI Environmental Services LLC has successfully completed this service for the City for the past several years.

Bid Information:

Sealed bid B16078 was requested and received for HHW collection on July 27, 2016 at 11:30 am

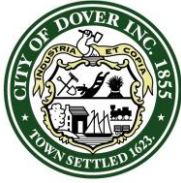
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	108	Number of Responses:	2
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	until completion HHW	Estimated Delivery:	As needed
Recommended Award to:	MXI Environmental Services LLC	Fund:	Recycling Collections
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B16078 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2016.09.14 – 122**

Resolution Re: B17001 Spruce Lane Drainage Construction

WHEREAS: A Sealed Request for bid B17001 was issued and received for Spruce Lane Drainage construction on July 19, 2016 at 11:30 am, and;

WHEREAS: Two firms replied to the bid with varying costs. The offer deemed most advantageous to the city was submitted by Northeast Earth Mechanics Inc. in the amount of \$344,820.00. It is the recommendation to award bid to Northeast Earth Mechanics Inc.

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 Northeast Earth Mechanics Inc. for Spruce Lane drainage construction at rates provided in conjunction with Bid B17001. 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
4009.1.300.43121.4751.03173.09	CS St. Spruce Lane	300,000.00	229,642.49
4011.1.300.43121.4715.03173.11	CS St. Spruce Lane	40,520.00	37,020.00
4013.1.300.43121.4715.03173.13	CS St. Spruce Lane	200,000.00	200,000.00

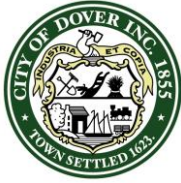
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

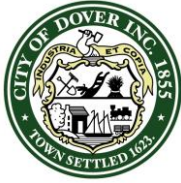
Resolution Number: **R – 2016.09.14 – 122**
Resolution Re: B17001 Spruce Lane Drainage Construction

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.

Resolution Number: **R – 2016.09.14 – 122**

Resolution Re: B17001 Spruce Lane Drainage Construction

RESOLUTION BACKGROUND MATERIAL:

The City of Dover is requesting pricing and availability of qualified vendors to perform drainage work for the City of Dover. The objective of this project is to install the drainage prior to reconstruction of the roadway for the 2016 construction season.

Bid Information:

A Sealed Request for bid B17001 was issued and received for Spruce Lane drainage construction on July 19, 2016 at 11:30am.

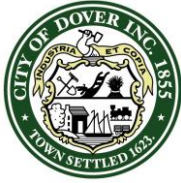
Award Information:

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:	725	Number of Responses:	2
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	2016
Recommended Award to:	Northeast Earth Mechanics Inc	Fund:	cip
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

[B17001 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2016.09.14 – 123**
Resolution Re: **B17002 Segregation and Recycling of Construction
Debris and Demolition Waste**

WHEREAS: The sealed requested for bid B17002 was requested and received for the segregation and recycling of construction debris and demolition waste on August 25, 2016 at 11:30 a.m. The City also requested pricing for stump and tree waste recycling services should the need arise; and

WHEREAS: Responses were received from two vendors, of which one was a no bid. Pricing was offered by the current vendor and was reviewed and evaluated and deemed most advantageous for the city to accept. It is the recommendation to accept proposal submitted by Aggregate Recycling Corp. in the amount of \$71.00 per ton for construction and demolition debris. Should the need arise, the offer for stump removal is \$30.00 per ton and tree waste is \$25.00 per ton.

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 Aggregate Recycling Corp of Eliot ME for segregation and recycling of construction debris and demolition waste given per ton rates provided in conjunction with B17002. 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
1000.1.300.43240.4421.0000.00	CS Recycling Mgmt Waste Disposal	98,025.00	75,585.00

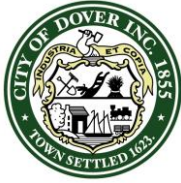
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

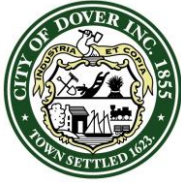
Resolution Number: **R – 2016.09.14 – 123**
Resolution Re: **B17002 Segregation and Recycling of Construction
Debris and Demolition Waste**

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.6.

Resolution Number: **R – 2016.09.14 – 123**
Resolution Re: **B17002 Segregation and Recycling of Construction
Debris and Demolition Waste**

RESOLUTION BACKGROUND MATERIAL:

The Community Service Department has solicited to several companies that provide segregation and recycling of construction debris and demolition waste services. The City has moved away from sending construction debris waste to land fills and toward recycling as much of this material as possible. The City generates approximately 925 tons of debris annually and has two dumpsters that it will fill and haul to Aggregate Recycling in Eliot ME for segregation and recycling.

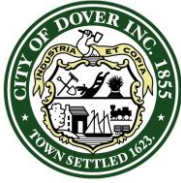
Award Information:

A purchase order will be issued to Aggregate Recycling Corp to be used as needed.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	66	Number of Responses:	2
Warranty:	None	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	No
Prices will hold for:	One year	Estimated Delivery:	As needed
Recommended Award to:	ARC	Fund:	Recycling Management
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B17002 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2016.09.14 – 124**

Resolution Re: B17007 Catch Basin Cleaning Services

WHEREAS: The sealed request for Bid #B17007 was solicited and received on August 24, 2016 @ 11:00am for catch basin cleaning services, and;

WHEREAS: Two bid replies was received and evaluated. The low bid meeting specifications was submitted by Eastern Pipe Services at the rate of \$29.00 per basin. The estimated basins to be cleaned are 1400 in the North end of Dover using Vactor equipment as requested in bid. Total budget is \$40,000 and vendor will clean as many basins as funding allows.

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 Eastern Pipe Service of Bow NH for catch basin cleaning services given the rates provided in conjunction with bid B17007. 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
1000.1.300.43155.4443.0000.0000	Rental of Equipment	40,000.00	40,000.00

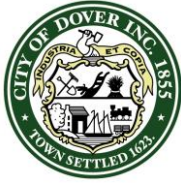
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2016.09.14 – 124**

Resolution Re: B17007 Catch Basin Cleaning Services

DOCUMENT HISTORY:

First Reading Date:

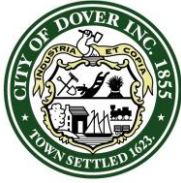
Public Hearing Date:

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, 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 - 2016.09.14 – 124**

Resolution Re: B17007 Catch Basin Cleaning Services

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, NH has over 2,500 catch basins in its storm water drainage system. The Community Services Department is responsible for the operation and maintenance of the storm water system.

The City's has identified a vendor to come in during remainder of 2016 to clean as many catch basins as possible in the Northern section of the City, not to exceed total funding of \$40,000.00. The City will provide the selected contractor with a map of the storm water system and indicate which structures are to be cleaned. The vendor will be allowed to leave his equipment at the Dover Public Works Facility on Mast Road to help facilitate timely daily operational activities. Work to be completed by December 31, 2016.

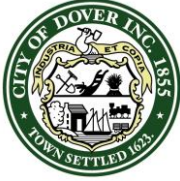
Award Information:

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:	71	Number of Responses:	2
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	Yes
Prices will hold for:	December 31, 2016	Estimated Delivery:	As needed
Recommended Award to:	Eastern Pipe Service	Fund:	General Fund
Other Approvals Required:	No	References Checked:	Yes. Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B17007 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.09.14 – 125**
Resolution Re: **New Hampshire Municipal Association Legislative Policy Conference**

- WHEREAS: The New Hampshire Municipal Association (NHMA) monitors legislative bills of interest and provides legislative advocacy representing the collective interests of the 234 municipal communities and their residents; and
- WHEREAS: Representatives of the NHMA have developed recommendations to set priorities for legislative advocacy in the coming year relating to municipal interests that may arise before the New Hampshire Legislature and State agencies, which will be discussed at the NHMA Legislative Policy Conference; and
- WHEREAS: Seven additional Floor Policy Proposals have been submitted by certain municipalities for consideration at the NHMA Legislative Policy Conference; and
- WHEREAS: The City of Dover is a member of the NHMA and the Dover City Council may therefore designate a delegate to the NHMA Legislative Policy Conference where legislative policies will be discussed and adopted by the NHMA.

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

That the Dover City Council endorses the New Hampshire Municipal Association's 2017-2018 Legislative Policy Recommendations.

That the Dover City Council endorses the four New Hampshire Municipal Association Floor Policy Proposals submitted by the City of Portsmouth and takes no position on the other three Floor Policy Proposals submitted by the Towns of Hudson, Webster, and Warner.

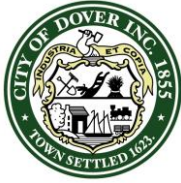
That the Dover City Council authorizes the City Manager as its voting delegate to vote accordingly during the New Hampshire Municipal Association Legislative Policy Conference and, when deemed necessary, the City Manager, or designee, may provide testimony to State of New Hampshire officials on behalf of the City of Dover consistent with the endorsed legislative policies.

AUTHORIZATION

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

Document Created by: Legal
Document Posted on: September 14, 2016

R_2016.09.14-NHMA Legislative Policy Conference
Page 1 of 2



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.09.14 – 125**
Resolution Re: **New Hampshire Municipal Association Legislative Policy Conference**

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.		

RESOLUTION BACKGROUND MATERIAL:

See attached New Hampshire Municipal Association 2017-2018 Legislative Policy Recommendations and Floor Policy Proposals.

**New Hampshire Municipal Association
2017 - 2018 Legislative Policy Process**

Floor Policy Proposal

Submitted by (name): **Roger Coutu**

Date: **August 10, 2016**

City or Town: **Hudson**

Title of Person Submitting Policy: **Selectman**

Floor Policy Proposal approved by vote of the governing body on (date)

August 9, 2016

To see if NHMA will SUPPORT/OPPOSE:

To see if NHMA will support legislation to allow municipal library budgets to appear as a separate warrant article on the Town Meeting SB2 ballot.

Municipal Interest to be accomplished by proposal:

To give the voters greater visibility to the appropriations necessary to operate the municipal library when they vote at the Annual Town Meeting.

Explanation:

Currently, in SB2 communities, the operating budget for the Town appears as a separate warrant article. The article raises and appropriates a sum of money for the operation of the Town and also defines a default budget should the proposed budget not pass. In 2014, separate warrant articles were allowed on the ballot to raise and appropriate funds to run a municipal water utility and a municipal sewer utility. Each of these articles also identified a default budget should the article(s) not pass. The Hudson Board of Selectmen believe that it would be appropriate to allow SB2 communities to put municipal library budgets, separate from the Town's general fund budget, so that the voters would have greater visibility into the cost to operate the library as well as the ability to vote for a library default budget. Another strong argument in favor of allowing the library budget to be a separate warrant article is that the Library Trustees are a separately elected body, not subject to the direction of the Board of Selectmen.

**New Hampshire Municipal Association
2017 - 2018 Legislative Policy Process**

Floor Policy Proposal

Submitted by (name): **Roger Coutu**

Date: **August 10, 2016**

City or Town: **Hudson**

Title of Person Submitting Policy: **Selectman**

Floor Policy Proposal approved by vote of the governing body on (date)

August 9, 2016

To see if NHMA will SUPPORT/OPPOSE:

To see if NHMA will support legislation to allow municipalities to borrow funds from either their Special Revenue Funds and/or Capital Reserve Funds for the purpose of financing municipal building construction approved via warrant articles approved by the voters.

Municipal Interest to be accomplished by proposal:

This would allow municipalities access to their own funds which could generate a greater yield than other investments.

Explanation:

This would give municipalities an option to self finance capital building projects and possibly generate higher returns on their funds.

**New Hampshire Municipal Association
2017-2018 Legislative Policy Process**

Floor Policy Proposal

Submitted by: (name) City of Portsmouth Date: August 2, 2016

City or Town: Portsmouth Title of Person Submitting Policy: CHRISTINE DWYER, MEMBER OF THE PORTSMOUTH CITY COUNCIL AND LEGISLATIVE SUBCOMMITTEE. THE SUBCOMMITTEE SUBMITS THIS FLOOR POLICY ON THE PORTSMOUTH CITY COUNCIL'S BEHALF.

Floor Policy Proposal approved by vote of the governing body on (date): THE PORTSMOUTH CITY COUNCIL APPROVED THIS POLICY BY MAJORITY VOTE ON AUGUST 1, 2016 FOR SUBMISSION AS A FLOOR POLICY AT THE NHMA LEGISLATIVE POLICY CONFERENCE.

To see if NHMA will SUPPORT:

Legislation that amends RSA 674 regarding Accessory Dwelling Units (ADUs) to prohibit either the principal dwelling unit or the ADU from being used for short term rentals which are defined as the rental of either the principal dwelling unit or the ADU for a period of less than thirty days.

Municipal interest to be accomplished by proposal:

The Legislature's express purpose in amending RSA 674 to require municipalities to permit ADUs was to provide affordable housing for NH citizens, specifically acknowledging the needs of the elderly and disabled to provide living space for in-home caregivers. Allowing ADUs to be used as short term rentals will have the effect of reducing or eliminating affordable housing opportunities for this vulnerable population and their caregivers. Without this limitation every single family residence in every zoning district could become a short term rental business, reducing affordable housing stock for the elderly, disabled and their caregivers, and creating unintended consequences for neighbors.

Explanation:

Many communities throughout the country that are tourist destinations have been faced with the substantial reduction of available affordable housing units due to the recent exponential growth of the short term rental business. The legislative purpose of RSA 674 regarding ADUs will be undermined and likely completely thwarted if either the principal dwelling or ADU can be used as a short term rental. Use of either the principal dwelling or ADU as a short term rental would be against the spirit and intent of the express stated purpose of the legislation.

Each proposed floor policy should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; or email to governmentaffairs@nhmunicipal.org.

Must be received by August 12, 2016.

**New Hampshire Municipal Association
2017-2018 Legislative Policy Process**

Floor Policy Proposal

Submitted by: (name) City of Portsmouth

Date: August 2, 2016

City or Town: Portsmouth Title of Person Submitting Policy: CHRISTINE DWYER, MEMBER OF THE PORTSMOUTH CITY COUNCIL AND LEGISLATIVE SUBCOMMITTEE. THE SUBCOMMITTEE SUBMITS THIS FLOOR POLICY ON THE PORTSMOUTH CITY COUNCIL'S BEHALF.

Floor Policy Proposal approved by vote of the governing body on (date): THE PORTSMOUTH CITY COUNCIL APPROVED THIS POLICY BY MAJORITY VOTE ON AUGUST 1, 2016 FOR SUBMISSION AS A FLOOR POLICY AT THE NHMA LEGISLATIVE POLICY CONFERENCE.

To see if NHMA will SUPPORT:

Legislation that allows municipalities to adopt an additional surcharge under the meals and rooms tax on hotel occupancy within its municipality whereby the deposited funds would be collected by the Department of Revenue Administration and paid to the municipality into a capital reserve fund, revolving fund, or other special revenue fund to help defer additional costs municipalities face due to tourism.

Municipal interest to be accomplished by proposal:

The State of New Hampshire wants to promote tourism throughout the State because the tourism industry generates jobs and Meals and Rooms Tax revenue. Enabling legislation that gives local communities the ability to create locally a hotel surcharge to generate funds to help pay for municipal services, infrastructure improvements and capital needs without relying on the property tax would help cities and towns recoup some of the costs they have had to assume over the last decade due to loss of revenue from the State. This overreliance on the property tax has put an increased burden on all property taxpayers, but particularly those with limited sources of income who struggle to pay their property taxes each year.

Explanation:

Not every community has the same assets or needs. Enabling legislation permitting cities and towns to create a hotel surcharge could help defer the cost of municipal services, infrastructure improvements and capital needs, lessen the burden on the property tax and the financial burden on cities and towns created by the loss of revenue from the State over the last decade from the elimination of shared revenues, state aid grants, retirement contributions and failure to return the proper percentage of Meals and Rooms Tax revenue to cities and towns. The State Legislature has established a precedent for municipalities to charge fees to create a local source of revenue from fees associated with motor vehicle registration.

Each proposed floor policy should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem.

Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; or email to governmentaffairs@nhmunicipal.org.

Must be received by August 12, 2016.

**New Hampshire Municipal Association
2017-2018 Legislative Policy Process**

Floor Policy Proposal

Submitted by: (name) City of Portsmouth

Date: August 2, 2016

City or Town: Portsmouth Title of Person Submitting Policy: CHRISTINE DWYER, MEMBER OF THE PORTSMOUTH CITY COUNCIL AND LEGISLATIVE SUBCOMMITTEE. THE SUBCOMMITTEE SUBMITS THIS FLOOR POLICY ON THE PORTSMOUTH CITY COUNCIL'S BEHALF.

Floor Policy Proposal approved by vote of the governing body on (date): THE PORTSMOUTH CITY COUNCIL APPROVED THIS POLICY BY MAJORITY VOTE ON AUGUST 1, 2016 FOR SUBMISSION AS A FLOOR POLICY TO NHMA AT ITS LEGISLATIVE POLICY CONFERENCE.

To see if NHMA will SUPPORT:

Legislation that defines short term rentals as a home business and permits municipalities to regulate and inspect these businesses for life safety issues.

Municipal interest to be accomplished by proposal:

The State of New Hampshire wants to help encourage the growth of new businesses and to support innovative business models. Legislation that permits local communities to define short term rentals as home businesses and allows them to regulate and inspect these businesses for life safety issues will support the emergence of new businesses while recognizing that there is a public interest in ensuring safety, which would benefit and protect business owners, users and all New Hampshire citizens and communities.

Explanation:

Municipalities want to help improve their local economy and need a way to ensure that new business models are encouraged if conducted in a manner that ensures the safety of all users. Local regulation actually recognizes that new models are emerging. Legislation that defines short term rental businesses as home businesses and permit municipalities to regulate and inspect for life safety issues will recognize the right and obligation of municipalities to protect the health, safety and welfare of their citizens while protecting owners and users and all New Hampshire citizens and communities.

Each proposed floor policy should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; or email to governmentaffairs@nhmunicipal.org.

Must be received by August 12, 2016.



**New Hampshire Municipal Association
2017-2018 Legislative Policy Process**

Floor Policy Proposal

Submitted by (name) CITY OF PORTSMOUTH Date: AUGUST 2, 2016

City or Town PORTSMOUTH Title of Person Submitting Policy CHRISTINE DWYER, MEMBER OF THE PORTSMOUTH CITY COUNCIL AND LEGISLATIVE SUBCOMMITTEE. THE SUBCOMMITTEE SUBMITS THIS FLOOR POLICY ON THE PORTSMOUTH CITY COUNCIL'S BEHALF.

Floor Policy Proposal approved by vote of the governing body on (date) THE PORTSMOUTH CITY COUNCIL APPROVED THIS POLICY BY MAJORITY VOTE ON AUGUST 1, 2016 FOR SUBMISSION AS A FLOOR POLICY

To see if NHMA will SUPPORT: A POLICY THAT REQUIRES THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION TO ADOPT, DEVELOP AND IMPLEMENT A TYPE II PROGRAM FOR NOISE ABATEMENT ON EXISTING HIGHWAYS.

Municipal interest to be accomplished by proposal:

HIGHWAY TRAFFIC NOISE HAS A NEGATIVE IMPACT ON THE HEALTH, SAFETY AND WELFARE OF NH CITIZENS WHO RESIDE ALONGSIDE EXISTING HIGHWAYS. THE NH DOT'S FAILURE TO ADOPT A TYPE II PROGRAM TO ABATE NOISE ALONG EXISTING HIGHWAYS HAS DEPRIVED MUNICIPALITIES OF FUNDS NEEDED TO CONSTRUCT NOISE BARRIERS TO PROTECT THEIR RESIDENTS.

Explanation:

FUNDING IS NOT AVAILABLE TO CONSTRUCT NOISE BARRIERS ALONG EXISTING HIGHWAYS UNLESS THE STATE ADOPTS A TYPE II PROGRAM. CERTAIN HIGHWAYS WERE CONSTRUCTED OR EXPANDED WITHOUT NOISE BARRIERS. THE VEHICULAR TRAFFIC ON THESE HIGHWAYS HAS INCREASED SUBSTANTIALLY OVER TIME, AS HAS THE NEGATIVE IMPACT OF NOISE ON NEIGHBORHOODS THAT ABUT THESE HIGHWAYS. NH DOT'S FAILURE TO ADOPT A TYPE II POLICY PREVENTS MUNICIPALITIES FROM BEING ABLE TO RECEIVE FUNDING TO CONSTRUCT NOISE BARRIERS WHICH ARE NECESSARY TO PROTECT THE HEALTH, SAFETY AND WELFARE OF NH RESIDENTS.

New Hampshire Municipal Association
2017-2018 Legislative Policy Process

Floor Policy Proposal

Submitted by:

Bruce Johnson, Select Board Chairman, Webster

Clyde Carson, Select Board Chairman, Warner

Date: June 30, 2016

Under Finance and Revenue Policy recommendation #19 - State Revenue Structure and State Education Funding:

To see if the New Hampshire Municipal Association will support legislation to reduce local property taxes by 1) fully funding the NH Education Trust fund as defined in RSA 198:38 and 2) significantly reducing the amount of \$363 million to be raised by the state property tax as defined in RSA 76:3 with any reduction to be replaced from other state revenues.

Municipal interest to be accomplished by proposal:

1. Relieving property tax burdens on all property owners. There are times when people stand up at Town meeting and say they are overburdened on property taxes, and therefore, they cannot support town funding for needed responsibilities and projects. Well, the majority of those property taxes are not local taxes but school taxes. If reform can address the school portion of the tax bills with meaningful help from the State, then small towns can take care of what they need to care of.
2. Improved quality education for all children and teens across the state. This means improved educational opportunities for children and teens in poor towns that equals that from more wealthy towns.

Explanation:

Every year at annual school district meetings or city council meetings across the State, discussions and votes pit struggling taxpayers against children in need of an education. The reason for this is a funding formula that does not include meaningful contributions by the State of New Hampshire. It is time to correct this, and for the State to step up and increase its contributions so that local property taxpayers are not overly burdened, and so that all children receive a decent education.

Approved by a vote of:

Andover Board of Selectmen – July 25, 2016

Hopkinton Board of Selectmen – August 8, 2016

Salisbury Board of Selectmen – August 3, 2016

Warner Board of Selectmen – July 26, 2016

Webster Board of Selectmen – July 5, 2016

New Hampshire Municipal Association 2017-2018 Legislative Policy Process

Final Policy Recommendations

General Administration and Governance

Action Policy Recommendations

1. Funding for the Police Standards and Training Council

To see if NHMA will SUPPORT the continued operation of the NH Police Academy and the high quality uniform training it provides for all law enforcement officers in the state, including municipal police officers, which aids in the delivery of quality policing services and interagency cooperation to the benefit of all citizens.

- a) **To see if NHMA will SUPPORT** the continued existence of the Police Standards and Training Council (PSTC), the compliance functions it performs, and its oversight of the operations of the NH Police Academy.
- b) **To see if NHMA will SUPPORT** continued funding at the state level for the Police Academy and the PSTC. Local law enforcement agencies produce considerable funds through fines and penalty assessment monies which accrue to the State and are used for State purposes. **To see if NHMA will OPPOSE** any increase in municipal costs for police officers to participate in the training, recognizing that municipalities now pay salary, benefits, and all employment-related costs for trainees while at the Academy, as well as provide staff and instructors at no cost to the Academy.
- c) **To see if NHMA will SUPPORT** the continued use of penalty assessment funds to support the PSTC and **OPPOSE** transferring the penalty assessment funds from PSTC to the general fund.
- d) **To see if NHMA will SUPPORT** separating PSTC operational expenses from capital expenses, and the funding of capital expenses through the State Capital Budget process.
- e) **To see if NHMA will SUPPORT** the development of a sustainable, predictable, and stable plan for funding the PSTC and the Academy at the State level which is sufficient to meet the funding needs and efficient in administration. **To see if NHMA will SUPPORT** funding to supplement the penalty assessment revenues from sources such as an insurance surcharge, an additional fee for accident reports, an increase in the state motor vehicle registration fee, provided such revenues are dedicated to the PSTC.
- f) **To see if NHMA will SUPPORT** working with the PSTC and the legislature to explore other funding sources to supplement revenues to ensure the future viability of the PSTC.

2. Consultation with Counsel Expansion Under RSA 91-A

To see if NHMA will SUPPORT legislation to amend RSA 91-A so that exempt consultation with legal counsel would also include discussions about written legal correspondence provided by legal counsel, without requiring the presence of counsel at the meeting.

3. Building Plans Under RSA Chapter 91-A

To see if NHMA will SUPPORT an amendment to RSA 91-A:5, IV to specifically add building plans/construction drawings contained within a building permit file and/or building plans/construction drawings submitted as part of a building permit application as an exempt record under the statute.

Priority Policy Recommendations

4. EMS Licensing Rules

To see if NHMA will SUPPORT changes to statute or administrative rules as they apply to licensing of providers of emergency medical services, requiring directors of licensed units to report to the Commissioner of Safety the status of licensed providers within their unit who are suspended or terminated for any reason, including any and all incidents which would be cause for revocation of a provider license as detailed in the administrative rules.

5. Electronic Poll Books

To see if NHMA will SUPPORT legislation that would enable the use of electronic poll-books for municipalities with funding coming from the HAVA funds made available to the NH Secretary of State by the United States Election Assistance Commission specifically for the purpose of improvement to the administration of federal elections in the State, as well as support legislative changes to statutes to make the use permissible under State laws.

6. Municipal Welfare Fraud Penalties

To see if NHMA will SUPPORT amending the local welfare statutes so that the so-called “welfare fraud” statutes (RSA 167:17-a through 17-c, currently applicable only to offenses against state assistance programs) will also apply to the same types of fraud offenses when committed against a municipal assistance program operated under RSA chapter 165.

7. Right to Know Costs and Specificity Required

To see if NHMA will SUPPORT amendments to RSA chapter 91-A allowing municipalities to recover the taxpayer costs of retrieving, reviewing and reproducing documents, including electronic documents, and clarifying the level of specificity required when requesting public records.

8. Official Ballot Budget Postings

To see if NHMA will SUPPORT the amending of RSA 40:13 to provide for the posting of a warrant and proposed budget for the first session of the annual town meeting (deliberative session) and a final warrant and proposed budget for the second session of the annual meeting (voting day); the final warrant and proposed budget to reflect any amendments or changes approved by the first session and to be posted as required within 14 days of the close of the first session of the annual meeting

9. Public Notice Requirements

To see if NHMA will SUPPORT legislation to amend all public notice requirements to allow the choice of electronic notification and/or newspaper print, as well as posting in public places, for official public legal notification.

10. Municipal Departments and MV Information

To see if NHMA will SUPPORT legislation to make it clear that municipalities may obtain information about motor vehicles registered to an individual for all governmental purposes such as verifying asset levels when the individual is applying for general assistance or asset-based tax relief and in order to determine the ownership of vehicles for official purposes.

Standing Policy Recommendations

11. Manner of Selecting Clerk in Charter Towns

To see if NHMA will support legislation allowing towns that have adopted a charter under RSA chapter 49-D to determine how the town will choose its town clerk.

12. Sewer and Storm Ordinance Violations

To see if NHMA will SUPPORT legislation which would allow municipalities to recover costs for sewer and storm water ordinance violation enforcement, to include legal expenses, investigative costs, and mitigation expenses.

13. Preservation of Municipal Immunity

To see if NHMA will OPPOSE legislation that weakens, reduces, or diminishes the immunity of municipal, school, or county governments for damages and claims resulting from recreation facilities and activities, operation of equipment and motor vehicles, maintenance of highways and sidewalks, acts committed by employees with firearms, or any other activities related to government operations where limited liability already exists.

14. Welfare Lien Priority

To see if NHMA will SUPPORT legislation to give liens for local welfare payments arising under RSA 165:28 a higher priority position, so that those liens fall immediately after the lien for the first mortgage.

15. Petition Signature Requirements

To see if NHMA will SUPPORT legislation amending RSA 39:3 to require that in towns with an official ballot referendum town meeting (SB2/RSA 40:13), petitioned warrant articles must be signed by not less than 2% of registered voters, but in no case fewer than 10 voters or more than 150 voters.

16. Long-Term Storage of Records

To see if NHMA will SUPPORT legislation modifying the requirement that municipal records retained for longer than ten years be transferred to paper, microfilm, or both.

17. Human Resources Record Retention

To see if NHMA will SUPPORT legislation that amends the record retention requirements for successful job applications and personnel records from 50 years after termination or retirement to 20 years after termination or retirement.

18. Consolidated Policy on Collective Bargaining Items

Evergreen Clause: To see if NHMA will **OPPOSE** legislation to enact a mandatory so-called "evergreen clause" for public employee collective bargaining agreements.

Binding Arbitration: To see if NHMA will **OPPOSE** mandatory binding arbitration as a mechanism to resolve impasses in municipal employee collective bargaining.

Right to Strike: To see if NHMA will **OPPOSE** a right to strike for public employees.

Mandated Employee Benefits: To see if NHMA will **OPPOSE** any proposals to mandate employee benefits, including any proposal to enhance retirement system benefits which may increase employer costs in future years, for current or future employees.

19. Contracted Services and Bargaining

To see if NHMA will **SUPPORT** legislation to give public employers greater flexibility to privatize or use contracted services.

20. Maintenance and Policing of State-Owned Property

To see if NHMA will **SUPPORT** legislation to enable municipalities to recover the expenses of policing state-owned land against all illegal activity (including public consumption of alcohol and littering), including the ability to receive reimbursement/compensation from individuals engaged in the illegal activity.

21. Supervisor of the Checklist Sessions

To see if NHMA will **SUPPORT** legislation to reduce to one the number of required sessions that the supervisors of the checklist must hold prior to town elections.

22. Municipal Recreation Programs

To see if NHMA will **SUPPORT** the continued exemption from state child care licensing for municipal recreation department programs and also supports the exemption from state camp licensing for municipal recreation department summer programs.

23. Appointment of Town Clerks and Town Clerks/Tax Collectors

To see if NHMA will **SUPPORT** legislation to allow the legislative body to authorize the governing body to appoint or elect town clerks and town clerk/tax collectors.

24. Warrant Article Language; Adoption by Reference

To see if NHMA will **SUPPORT** legislation to amend RSA chapter 48-A, Housing Standards, to allow a town to adopt a proposed housing standards ordinance on the ballot by reference, as opposed to printing the entire ordinance on the warrant.

25. Perambulation

To see if NHMA will **SUPPORT** legislation to eliminate the RSA 51:2 requirement to perambulate town boundaries every 7 years.

26. Limitation on RSA 41:14-a Review

To see if NHMA will SUPPORT amending RSA 41:14-a to exclude the requirement for planning board and conservation commission review and recommendations for the acquisition or sale of liens, tax deeds, cemetery deeds, releases or specific conveyances that are authorized by a town meeting vote.

27. Independent Redistricting Commission

To see if NHMA will SUPPORT the establishment of an independent redistricting commission for the appointment of representative, senatorial, executive council, and congressional districts.

Finance and Revenue

Action Policy Recommendations

1. Collection of Delinquent Taxes on Manufactured Housing

To see if NHMA will SUPPORT legislation to create a study commission to address municipal concerns regarding delinquent property taxes and/or municipal utility fees on manufactured housing on land of another. Such commission to include appropriate interested stakeholders.

2. Use of RSA 83-F Utility Values

To see if NHMA will SUPPORT changing RSA 83-F to prevent any determination of utility value by the Department of Revenue Administration from being used in any way by the utility taxpayer in any application for abatement of tax under RSA 76:16 or any appeal thereof under RSA 76:16-a or RSA 76:17.

3. Current Use Assessment

To see if NHMA will SUPPORT legislation authorizing the Current Use Board to establish assessment ranges that are 20% higher than other categories for those properties that do not comply with the documentation and filing requirements requested by municipalities in accordance with ASB assessment review guidelines.

Priority Policy Recommendations

4. Tax Exemptions for Charitable Organizations

To see if NHMA will SUPPORT creating a commission to study reimbursement through PILOTs for municipal services provided to exempt charitable properties, including charitable non-profit housing project under RSA 72:23-k.

5. Meals and Rooms Tax Distribution

To see if NHMA will SUPPORT annual funding of the meals and rooms tax distribution to municipalities in accordance with catch-up provision provided under RSA 78-A:26.

6. Pollution Control Exemption

To see if NHMA will SUPPORT repeal of the so-called "pollution control exemption" (RSA 72:12-a) or amendment of the statute to impose a term limitation on any exemption granted.

7. Income Approach on Appeal

To see if NHMA will SUPPORT legislation that prohibits the use of the income approach when used by a taxpayer in any appeal of value if the taxpayer, after request by the municipality, has not submitted the requested information.

8. Clarification of Elderly Exemption

To see if NHMA will SUPPORT changes in RSA 72:39-a, 72:29, and 72:39-b to define "household income" for elderly exemption qualification consistent with the definition of "household income" used by the state in qualifying residents for the Low & Moderate Income Homeowners Property Tax Relief Program under RSA 198:56-57 and Rev 1200.

9. 10% Limitations

To see if NHMA will SUPPORT amending RSA 32:18 to limit town meeting and/or SB 2 deliberative sessions from increasing or decreasing the total amount appropriated by no more than 10 percent of the budget committee's recommended budget.

10. Prorating Disabled, Deaf and Blind Exemptions

To see if NHMA will SUPPORT legislation prorating the disabled, deaf and blind exemptions under RSA 72:37, 37-b, and 38-b when a person entitled to the exemption owns a fractional interest in the residence, in the same manner as is allowed for the elderly exemption under RSA 72:41.

11. Flood Control Payments

To see if NHMA will SUPPORT legislation to fully fund flood control payments in lieu of taxes to municipalities pursuant to the Merrimack River and Connecticut River interstate flood control compacts regardless of payments from other states.

12. Charitable Definition and Mandated Property Tax Exemptions

To see if NHMA will OPPOSE legislation that expands the definition of "charitable" in RSA 72:23-l, unless the state reimburses municipalities for the loss of revenue, and will **SUPPORT** creating a method of reimbursement to municipalities for state-owned property.

Standing Policy Recommendations

13. Sale of Tax Deeded Property

To see if NHMA will SUPPORT amending RSA 80:89 to require proof that the municipality sent the required notice of impending tax deed rather than proof that the taxpayer actually received the notice.

14. Local Option Revenue Sources

To see if NHMA will SUPPORT creation of enabling legislation that allows cities and towns to create local revenue sources to meet the unique needs of each community in order to help offset the overreliance on the property tax in order to help defray the cost of municipal services, infrastructure improvements and capital needs.

15. Tax Rate Setting

To see if NHMA will SUPPORT legislation to improve the overall efficiency and timeliness of the tax rate setting process, and will **OPPOSE** statutory changes to school districts, village districts, trustees of trust funds, utility values or information from other state agencies that may impede or delay the tax rate setting process and/or cause unnecessary borrowing due to late tax rate setting.

16. All Public Real Estate Taxable if Used by Private Occupants

To see if NHMA will SUPPORT legislation to clarify that taxation of a private occupant on public land is required by statute, even if an agreement or lease does not include a tax provision or the specific wording of RSA 72:23, I(b).

17. Recording Fees for Elderly and Disabled Deferrals

To see if NHMA will SUPPORT legislation to recoup recording fees as part of the payment process in RSA 72:38-a, IV for the elderly and disabled deferrals.

18. Downshifting of State Costs and State Revenue

To see if NHMA will OPPOSE legislation which will downshift state costs or state program responsibilities, either directly or indirectly, to municipalities and/or counties, resulting in increased municipal and/or county expenditures, whether in violation of Article 28-a or not, and will **OPPOSE** any reductions, deferrals and/or suspensions of state revenue to political subdivisions, such as revenue sharing, meals and rooms tax distribution, highway block grants, environmental state aid grant programs, adequate education grants, catastrophic aid, or any other state revenues.

19. State Revenue Structure and State Education Funding

To see if NHMA will SUPPORT asking the state to use the following principles when addressing the state's revenue structure in response to its responsibility to fund an adequate education:

- a) That revenues are sufficient to meet the state's responsibilities as defined by constitution, statute, and common law;
- b) That revenue sources are predictable, stable and sustainable and will meet the long term needs and financial realities of the state;
- c) That changes to the revenue structure are least disruptive to the long-term economic health of the state;
- d) That the revenue structure is efficient in its administration;
- e) That changes in the revenue structure are fair to people with lower to moderate incomes.

To see if NHMA will SUPPORT legislation prohibiting retroactive changes to the distribution formula for adequate education grants after the notice of grant amounts has been given.

20. New Hampshire Retirement System (NHRS)

To see if NHMA will SUPPORT the continuing existence of a retirement system for state and local government employees that is strong, secure, solvent, fiscally healthy and sustainable, that both employees and employers can rely on to provide retirement benefits for the foreseeable future. Further, **to see if NHMA will SUPPORT** continuing to work with legislators, employees, and the NHRS to accomplish these goals.

To that end, **NHMA:**

- a) **SUPPORTS** legislation that will strengthen the health and solvency of the NHRS, ensure the long term financial sustainability of the retirement system for public employers, and consider options and alternatives that provide reasonable changes in contribution rates;
- b) **OPPOSES** any legislation that: 1) expands benefits that would result in increases to municipal employer costs; 2) assesses additional charges beyond NHRS board approved rate changes on employers; or 3) expands the eligibility of NHRS membership to positions not currently covered;
- c) **SUPPORTS** the restoration of the state's 35% share of employer costs for police, teachers, and firefighters in the current defined benefit plan and any successor plan; and
- d) **SUPPORTS** the inclusion of municipal participation on any legislative study committee or commission formed to research alternative retirement system designs and the performance of a complete financial analysis of any alternative plan proposal in order to determine the full impact on employers and employees.

21. Utility Appraisal Method

To see if NHMA will OPPOSE mandating the exclusive use of the unit method of valuation in the appraisal of utility property, by either administrative or legislative action, and will **SUPPORT** the continuing right of municipalities to use any method of appraisal upheld by the courts.

22. Management of Trust Funds

To see if NHMA will SUPPORT amendments to RSA 292-B:2 to include funds held by a town or other municipality under RSA 31:19, RSA 202-A:23, or a fund created by a town or other municipality under RSA 31:19-a to be included in those institutional funds subject to the Uniform Prudent Management of Institutional Funds Act.

23. Minimum Vote Required for Bond Issues

To see if NHMA will OPPOSE legislation to increase the 60% bond vote requirement for official ballot communities.

Infrastructure, Development, and Land Use

Action Policy Recommendations

1. Site Evaluation Committee and Local Input

To see if NHMA will SUPPORT legislation requiring applicants to the Site Evaluation Committee under RSA 162-H to notify and appear before the governing body of each New Hampshire municipality in which a proposed facility will be located or will have a visual or other impact, and to accept comments from the governing body and the public, and further requiring notification to each municipality of any public hearing on the application and giving each municipality and its residents the right to comment at any public hearing.

2. Municipal Cooperation

To see if NHMA will SUPPORT legislation clarifying that municipalities and other political subdivisions may cooperate to perform together any functions that they may perform individually, including but not limited to providing services, raising revenue, constructing and maintaining infrastructure, and engaging in economic development efforts.

3. Waiver of Bond for Projects Under \$150,000

To see if NHMA will SUPPORT amending RSA 447:16 to allow the governing body, in its discretion, to waive the bonding requirement for a public works contract if the contract involves an expenditure of less than \$150,000.

Priority Policy Recommendations

4. Restoration of Full General Revenue Funding for Municipal State Aid Grant (SAG) Programs

To see if NHMA will SUPPORT legislation to restore full general revenue funding of municipal wastewater, public drinking water and landfill closure grants administered by the NH Department of Environmental Services.

5. Transportation Funding

To see if NHMA will SUPPORT a state transportation policy that ensures adequate funding for state and municipal highways and other modes of transportation. The policy should include:

- a) Maintenance of the proportionate share of the state highway fund that is distributed to cities and towns under current law.
- b) Increased funding, which may include the state road toll, local option fees, and other revenue sources as necessary.
- c) No further diversion of state highway funds for non-highway purposes.

6. Solid Waste Revolving Funds

To see if NHMA will SUPPORT legislation to allow municipalities to establish, by vote of the legislative body, revolving funds for their solid waste programs, including but not limited to solid waste collection and disposal, and the operation of any municipally operated transfer station, in addition to recycling.

7. Clarify Establishing Highways

To see if NHMA will SUPPORT legislation clarifying that the dedication and acceptance method of highway creation requires express acceptance by vote of the legislative body, or the board of selectmen if so delegated.

8. Water Fund

To see if NHMA will SUPPORT (1) the establishment of a water trust fund to ensure adequate annual investment in water infrastructure, and (2) sustainable revenue sources for the water trust fund.

9. Utility Infrastructure

To see if NHMA will SUPPORT legislation clarifying that municipalities may incur debt for the purpose of creating or improving broadband and other utility infrastructure.

10. Complete Streets

To see if NHMA will SUPPORT development of a statewide complete streets policy that considers the interests of the state's municipalities.

11. Increase or Elimination of Net Metering Cap

To see if NHMA will SUPPORT increasing or eliminating the statutory cap on net energy metering and group net energy metering, and **SUPPORT** legislation to increase the maximum allowable capacity for net-metered renewable energy projects to at least 5 megawatts.

12. Severe Weather Events

To see if NHMA will SUPPORT legislation that enables the state and municipalities to mitigate the effects of extreme weather events, including the promotion of resilient infrastructure and practices, and **SUPPORT** regional and federal policies that work to limit or reverse the increasing frequency and intensity of such events.

Standing Policy Recommendations

13. Oppose Statewide Zoning Mandates

To see if NHMA will SUPPORT a policy recognizing the legislature's authority to establish statewide priorities in zoning and land use regulation, but opposing legislation that does not allow reasonable local control in implementing those priorities, or that mandates specific criteria that municipalities must follow.

14. Municipal Use of Structures in the Right-of-Way

To see if NHMA will SUPPORT legislation to authorize municipalities to use, for any municipal purpose, the space designated for municipal good upon all poles, conduit and other structures within their rights-of-way without paying unreasonable make-ready costs. This includes the right to use that space for data and voice transmission to, from, and by the municipal government, schools, library, and other governmental institutions. It also includes a requirement that the owners of utility poles and conduit do the necessary work for that space to be available.

15. Regional Water Quality

To see if NHMA will **SUPPORT** legislation to encourage the State of New Hampshire and its political subdivisions to work cooperatively on a watershed or regional basis in addition to dealing with all water quality issues as individual communities.

16. Conservation Investment

To see if NHMA will **SUPPORT** permanent funding for the Land and Community Heritage Investment Program and **OPPOSE** any diversion of such funds to other uses.

17. Environmental Regulation and Preemption

To see if NHMA will **SUPPORT** legislation that (a) recognizes municipal authority over land use and environmental matters, (b) limits the establishment of comprehensive statutory schemes that supersede local regulation, and (c) recognizes that even when local environmental regulation is preempted, compliance with other local laws, such as zoning and public health ordinances and regulations, is still required.

18. Energy, Renewable Energy and Energy Conservation

To see if NHMA will **SUPPORT** legislation encouraging state and federal programs that provide incentives and assistance to municipalities to adopt energy use and conservation techniques that will manage energy costs and environmental impacts, promote the use of renewable energy sources, and promote energy conservation, and opposes any legislation that overrides local regulation.

19. Open Space Retention and Sprawl Prevention

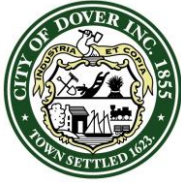
To see if NHMA will **SUPPORT** legislation encouraging statewide programs that provide incentives and assistance to municipalities to adopt land use planning and regulatory techniques that will manage growth and development and retain existing tracts of undeveloped open space.

20. Sludge/Biosolids

To see if NHMA will **SUPPORT** reliable enforcement of scientifically based health and environmental standards for the management of sludge, septage, and biosolids; and **OPPOSE** any state legislation that would curtail the ability of municipalities to dispose of municipally-generated biosolids through land spreading, when done in accord with such scientifically based health and environmental standards.

21. Current Use

To see if NHMA will **OPPOSE** any legislative attempt to undermine the basic goals of the current use program and **OPPOSE** any reduction in the 10-acre minimum size requirement for qualification for current use, beyond those exceptions now allowed by the rules of the Current Use Board.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2016.09.14 – 126**
Resolution Re: Sale of Third Street Parking Lot Map 6 Lot 54A and
Acceptance of Term Sheet for Land Development
Agreement with Changing Places, LLC

- WHEREAS: The City of Dover requested proposals B16012 for the mixed use development & revitalization of Third Street for parties interested in purchasing city owned property known as the Third St Parking Lot identified as map 6 lot 54A on the Dover tax maps; and
- WHEREAS: One reply was received and evaluated with recommendation to award to Changing Places LLC. Dover Code 79-11 specifics the procedure to be followed for disposing of city owned real-estate including the ability for exceptions to the procedure in cases of economic development; and
- WHEREAS: City staff has negotiated a Term Sheet for a Land Development Agreement between the City and the proposed buyer, Changing Places, LLC, for the sale and redevelopment of the property. The sale price is \$100,000.00, and the redevelopment of the site is projected to be valued at no less than \$3,000,000.00; and
- WHEREAS: The Term Sheet includes sureties that the property will be developed in a manner consistent with the City's Master Plan, and consistent with a pro-infill development policy endorsed by the Parking Commission, the Dover Business and Industrial Development Authority, and the Planning Board.

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

The City Manager is authorized to enter into a Land Development Agreement with Changing Places, LLC consistent with the Term Sheet negotiated between the City and Changing Places, LLC.

The City Manager is authorized to sell/convey the City property known as the Third St Parking Lot, identified as Map 6 lot 54A on the Dover Tax Map, for the amount of \$100,000.00. A \$10,000.00 deposit shall be received to be applied to purchase. Funds are to be placed in the Dover Downtown TIF special revenue fund, consistent with the adopted TIF plan debt service coverage analysis.

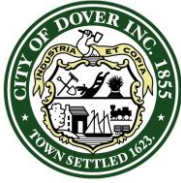
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

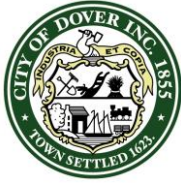
Resolution Number: **R – 2016.09.14 – 126**
Resolution Re: Sale of Third Street Parking Lot Map 6 Lot 54A and
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DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2016.09.14 – 126**
Resolution Re: Sale of Third Street Parking Lot Map 6 Lot 54A and
Acceptance of Term Sheet for Land Development
Agreement with Changing Places, LLC

RESOLUTION BACKGROUND MATERIAL:

In 2015 the City requested proposals for redevelopment of Third Street within the urban core. Bid B16012 was released in September of 2015, in accordance with Chapter 79. One result were received and the City Council authorized staff to negotiate with Changing Places, LLC in October of 2015. Staff negotiated the attached Term Sheet with the buyer over the winter of 2015/Spring 2016. The City Council held a Workshop meeting on the proposed development and Term Sheet on September 7, 2016. A Summary of the proposed Land Development Agreement is also attached.

Award Information:

City Manager recommends that the property be sold to Changing Places, LLC for the amount of \$100,000.

Purchasing Information:

Type:	Sales agreement	Advertised:	Yes
Invitations Mailed:	Email 452 mailed 30	Number of Responses:	1
Warranty:	NA	Terms:	In contract
Work Bonded:	Na	Contract:	Yes
Prices will hold for:	NA	Estimated Delivery:	NA
Recommended Sale to:	Changing Places LLC	Fund:	NA
Other Approvals Required:	NA	References Checked:	NA
Previously Worked for City:	NA	Reason for Council Approval:	Council approval subsequent to a bid solicitation

[B16012 Bid Documents and Vendor List](#)

Summary of Land Development Agreement between the City of Dover and Changing Places, LLC

Purchase Price: \$100,000

Closing Date: On or before January 1, 2017

Deposit: \$10,000.00 (credited towards purchase price at closing)

Due Diligence: Developer to complete by January 1, 2017, at their cost.

Public Improvements: \$60,000.00 minimum expenditure on improvements for public benefit

- New sidewalk on Third Street
- New street trees on Third Street
- Resurface parking lot
- Improve pedestrian flow from parking to Third Street
- Improve landscaping and screening of parking lot/railroad

Surety for City:

- A Performance Mortgage shall be established as a security deposit for failure to commence construction of the improvements
- Financial surety in an amount equal to all construction financing for each phase shall be posted, prior to issuance of a building permit.
- Financial surety for the public improvements monies in an amount equal to 115% of the cost must be provided if work is not complete prior to Certificate of Occupancy.
- Buildings to be complete by April 1, 2018
- Tax Guarantee.
 - Beginning with tax year 2018 \$3,000,000.00 in a Assessed Value must be provided
- If Tax Shortfalls exist, the Developer must make up the shortfall.
- Performance Mortgage shall be in place to secure the tax guarantee
- Re-Conveyance of Project Site should work commence, but not be completed

Other Items:

- The water and sewer investment fees to be paid by Developer
- All impact fees shall be paid on or before the Certificate of Occupancy is granted
- The parcel is to be subdivided, and only area to be developed will be conveyed (aprx. .35 ac)
- The developer shall have the right to purchase, at market rate, 24 parking permits within the Chestnut and Transportation Center lots for tenants.
- The developer shall increase the non-residential components on the site
- The City maintains approximately 30 spaces in the parking lot, within the Parking Management program
- The City will grant a temporary construction easement to the developer over the full Third Street parking lot, during construction.
- The developer will hold abutter meetings before plan submittal, before construction activity begins and prior to issuance of a Building Permit.

TERM SHEET

The City of Dover, New Hampshire (“City”) and Changing Places LLC (the “Developer”) (collectively the “Parties”) intend to enter into a Development Agreement concerning the development of a certain property in Dover, New Hampshire that the Developer intends to purchase from the City, consistent with the terms set forth herein.

1. The Developer seeks to subdivide and purchase a portion of the property known as Map 6, Lot 54A, consisting of approximately .35 acres, more or less, and which front along Third Street and Fourth Street, between Central Avenue and Chestnut Street (the “Project Site”) in Dover, New Hampshire. The Developer intends to develop the Project Site in such a way that it is more likely than not that upon completion, the assessed value of the Project Site will meet or exceed the Guaranteed Tax Assessment Values described in section 8. A more detailed agreement will be signed by the Parties with the terms set forth herein and additional terms as may be necessary and/or customary (the “Development Agreement”).
2. The Developer shall obtain final, unappealable site plan approval for the full build-out of the Project Site, including subdivision of the City Parking Lots by January 1, 2017, unless extended with the written consent of the City which shall not be unreasonably withheld. If such approvals lapse for a period in excess of thirty (30) days, either party may terminate their obligations or the parties may provide for additional time, depending on the circumstances at that time.
3. In the event that the development of the Project Site is approved by the Dover Planning Board, all conditions precedent related to such approval have been satisfied, and all applicable appeal periods have expired, the City shall convey, the Parcel “as-is”, “where-is” and “with all faults” as to its physical condition, under a Quitclaim Deed to the Developer for One Hundred Thousand Dollars \$100,000.00.
4. The Developer agrees to utilize building materials consistent with the neighborhood. Stronger and heavier materials (masonry) may support lighter materials (wood/stucco/fiber cement). Furthermore, the Developer shall construct the buildings to be equal to or less than the height of the adjacent building located on Assessors tax map 6 lot 46, consistent with the plans included in the Response to the RFP, as modified through negotiations.
5. The Developer shall have the right to purchase twenty four (24) parking permits from the City for spaces within the Chestnut Street parking lot or Transportation Center parking lot. with the following guidelines:
 - a. Exclusive spaces
 - i. The Developer shall have the right to purchase sixteen (16) permits in the Chestnut Street lot. These permits will be assigned to fixed spaces, as will be located on the approved site plan.
 - ii. Monthly, the Developer shall be charged the then Required Permit rate in the City’s fee schedule, for each of its sixteen (16) parking spots, which is currently twenty dollars (\$20) per space/month, but may change over time. Payment shall be made monthly, due the 1st of each month, or other agreed upon payment schedule, for each of the parking permits through

- the City of Dover's Parking Bureau office.
- iii. The right to purchase these permits is for twenty five (25) years beginning upon the issuance of the first Certificate of Occupancy for the approved site plan. Certificate of Occupancy shall not be issued until the parking lot upgrades/expansions have been completed, as per the approved Plan. At the end of said period, the Developer shall have the right to renew the right for an additional term of twenty-five (25) years upon the same basic terms and conditions.
 - iv. Written notice of renewal shall be sent by the Developer to the City twelve (12) months prior to the renewal, otherwise said right of renewal shall expire. During the term of this agreement, if the Dover City Council approves the financing/construction of parking infrastructure on the Chestnut Street Parking Lot, including but not limited to a parking deck or structure, the City shall have the right to terminate this agreement, but shall be obligated to provide the Developer sixteen (16) permits within the new infrastructure for the remainder of the term.
 - b. In addition the Developer shall have the right to purchase eight (8) additional permits that may be used in the Transportation Center lot, or Chestnut Street lot. These permits will be floating and are on a first come first serve basis of the total spaces available.
6. Prior to the signing of the Development Agreement, and at Developer's cost, the Developer shall have its engineer design the improvements for the Project Site as well as Public Improvements to the satisfaction of the City.
 - a. Public Improvements shall be equal to or exceed \$60,000.
 - b. Public Improvements shall be provided in the form of resurfacing and striping the remaining Third Street parking lot, relocating any parking management infrastructure located in the Project Site, installing a decorative fence atop the existing retaining wall, replacing/adding sidewalk, street lights, street trees, and on street parking along Third Street, as well as associated landscaping typical of a site plan.
 7. The Developer shall hold meetings with the abutters prior to the Planning Board approval, commencement of construction and the issuance of a building permit. These meetings shall be noticed to the City, and use the same abutter list generated for the site plan submission to the Planning Board. The Developer shall invite the City and provide a copy of the attendance list to the City upon completion of the meeting.
 8. Once developed and the Certificate of Occupancy is issued, the Developer shall guarantee a minimum assessed value of three million dollars (\$3,000,000) for the Project Site for a period of twenty (20) years.
 9. The Developer shall convey to the City a Performance Mortgage or other such surety satisfactory to the City, to secure the Developer's Guaranteed Tax Assessment obligations.
 10. The City shall grant Developer a temporary blanket construction and access easement on, over and across City's property for purposes incidental to the construction of the mixed use project and other improvements on City's property.

11. The Developer shall defend and indemnify the City against claims and demands for damages to person or property, costs, expenses (including reasonable attorneys' fees and costs), arising from Developer's exercise of its rights and the performance of its duties and obligations hereunder.
12. The City Manager shall obtain approval to execute a Development Agreement consistent with the terms and conditions in this term sheet. Any terms or conditions in the Development Agreement that represent changes or additions to the terms and conditions in this term sheet shall be subject to the consent and approval of the City, acting by and through its City Manager. Changes or additions considered material by the City Manager, in the City Manager's sole discretion, shall require approval by the City Council.