

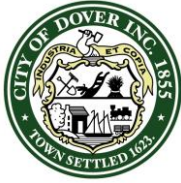
CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 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. AMENDMENT OF FY2017 FEE SCHEDULE TO ADJUST PARKING PERMIT FEES FOR FOURTH STREET AND COMMUNITY SIGNS PERMIT FEE (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER'S REPORT**
 - A. November 23, 2016**
 - B. December 14, 2016**
- 10. APPROVAL OF MINUTES**
 - A. November 2, 2016 - Workshop**
 - B. November 9, 2016 – Regular Meeting**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - B. ORDINANCES IN THE 3RD READING**



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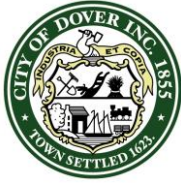
C. RESOLUTIONS

- 1. AMENDMENT OF FY2017 FEE SCHEDULE TO ADJUST PARKING PERMIT FEES FOR FOURTH STREET AND COMMUNITY SIGNS PERMIT FEE (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. B16024 CONSULTANT FOR THE STEWARDSHIP OF RESOURCES CHAPTER OF THE MASTER PLAN**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. B17019 ELECTRICAL CONTRACTOR**
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. DISPOSAL OF CITY OWNED REAL ESTATE at FLORAL AVENUE, PARCEL ID 28034-A00000**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. CITY WIDE 2017 GROUNDWATER MONITORING PROGRAM WITH EMERY & GARRETT GROUNDWATER INVESTIGATIONS LLC**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. GROUNDWATER EXPLORATION AND DEVELOPMENT PROGRAM CITY WIDE BEDROCK AQUIFER ASSESSMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. GROUNDWATER ASSESSMENT OF THE DAY PROPERTY BLACK WATER BROOK AQUIFER**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. PROPERTY & LIABILITY AND WORKERS COMPENSATION INSURANCE CONTRIBUTION ASSURANCE PROGRAM (CAP)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. RESTORATION OF MERGED LOTS (7 Country Club Estates)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. RESTORATION OF MERGED LOTS (5 RIVERSIDE DRIVE)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. RESTORATION OF MERGED LOTS (28 ROGERS STREET)**
SPONSORED BY MAYOR WESTON BY REQUEST



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11. PURCHASE OF LAND FROM FRANKLIN G. TORR TO THE CITY PER THE LOT LINE ADJUSTMENT (GERRISH ROAD) AND APPROVAL OF MERGED LOTS 47B AND PORTION OF 47C
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

- 1. LETTER TO US SENATORS SUPPORTING ADVOCATE FOR EPA REGULATORY REVIEW BASED ON SOUND SCIENCE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. DOVER – THE EDUCATION CITY**
SPONSORED BY DEPUTY MAYOR CARRIER

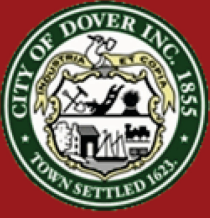
C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

- A. Letter from Robert Dinaburg, dated December 1, 2016**
B. Letter from Anthony McManus, received December 5, 2016

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



City Manager's Report

City of Dover, New Hampshire

November 23, 2016

Reporting on October 2016



Photo of Pine Hill Cemetery, courtesy of Michael Gillis

J. Michael Joyal, Jr.
City Manager



INSIDE THIS REPORT

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

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

City of Dover Leadership Team



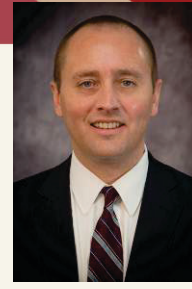
Gary Bannon
Recreation Director



Daniel Barufaldi
DBIDA Director



Cathleen Beaudoin
Library Director



Anthony Blenkinsop
City Attorney



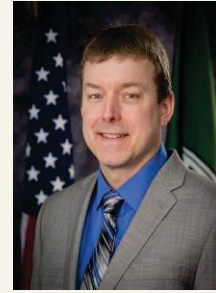
Anthony Colarusso
Police Chief



Susan Daudelin
Human Resources
Director



Annie Dove
Information
Technology Director



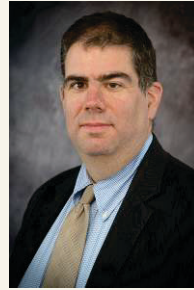
Eric Hagman
Fire & Rescue Chief



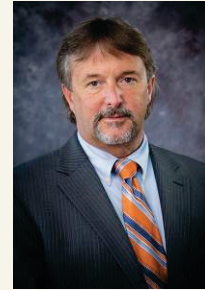
Daniel Lynch
Finance Director



Lena Nichols
Public Welfare
Director



Christopher Parker
Assistant City Manager-
Planning Director



Douglas Steele
Deputy City Manager -
Community Services Director



Michael Joyal
City Manager

There were two water breaks that occurred during the month of October. They were both on private lines. The first water break occurred on Oak Street. The 6" cast iron main which feeds off of Oak Street and into a local business broke near the railroad tracks. This break has happened 4-5 times over the past 20 years. The second break occurred at The New Meadows.



The contractor repaving the parking lots caused the 2" service line, tied into the 8" ductile iron water main, to come apart. Once the break was located, the Working Foreman and three Truck Drivers replaced a portion of the water main. The saddle had been leaking for some time which caused wear and tear on the DI water main.



There were four calls for sewer backups. They were all on the property owner's side. One Truck Driver assisted the City of Somersworth with the sewer jet and the camera unit. During the month of October, the meter crew conducted 75 stopped meter appointments, 39 final reading appointments, 19 backflow appointments and 14 turn off appointments.

Crews finished up for the construction year on Stark Avenue. They will finish the work in spring 2017. Various Utilities crew members replaced a hydrant (left) for the Strafford County Complex. The hydrant was 40 years old and located under a huge spruce tree. Staff had to complete the work at night so that the rest homes would have a minimal disruption. The hydrant winterization program has started.

The Utility Division Maintains:

- 3 Water Treatment Facilities
- 158 Miles of Water Mains
- One 3,000,000 Gallon Water Storage Tank
- One 713,000 Gallon Water Storage Tank
- 123 Miles of Sewer Pipe
- 21 Wastewater Pumping Stations
- One Wastewater Treatment Facility
- 850,000,000 Gallons of Wastewater per Year
- 8 Wells:
 - Griffin Well
 - Ireland Well
 - Calderwood Well
 - Campbell Well
 - Cummings Well
 - Smith Well
 - Hughes Well
 - Bouchard Well

City Streets, Grounds & Parks

The Henry Law Park Improvement project is on track with construction ongoing with a spring 2017 projected completion date. The Community Services Department is continuing the site work.

For the month of October, crews repaired 109 potholes, 14 shims and applied 14.52 tons of asphalt on various areas throughout the city. One Truck Driver cleaned several catch basins throughout the City while another Truck Driver utilized the sweeper to clean up debris from various areas throughout the city. This work was completed following a number of rain events and to help prevent flooding. Brush cutting was completed in the River Street, Cocheco Street and Crosby Road areas.



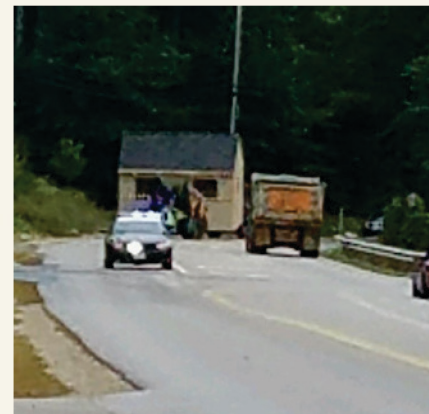
As part of the Garrison School Slope Stabilization Project, crews have been busy filling in the work area. Over the course of several days, three Truck Drivers transported 1,026 yards of spoils (unusable material) from the Community Services yard to Garrison School.

A City of Dover contractor paved 7,270 feet of roadway on Central Avenue, from Silver Street to Trakey Street, on Back River Road, from Garrison Road to Drew Road and on Portland Avenue, from Main Street to Atlantic Avenue.

Dover Maintains

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

Dover Police, Recycling and Street employees worked together to move the new Recycling Center Building from Dover High School, where it was partially built by DHS students, to its new home at the Recycling Center. Various members of the Highway Department have also been working with Recycling Center staff to complete the new building.



The Facilities, Grounds and Cemeteries handled 8 service calls and 152 work orders in the month of October. Employees attended 7 full burials and 5 ash burials in Pine Hill Cemetery during this month. They also installed five markers on various gravesites and prepared for three foundations to be poured.

Weather aside, Apple Harvest Day was well attended and Facilities and Grounds employees were busy in the days following, collecting items and picnic tables and putting things where they belong for the winter. Since the warm weather was accommodating, fifteen trees were planted with 10 in town, on Central Avenue or along various side streets and 5 in Pine Hill Cemetery. Maples, pear and oak trees were planted, to provide a variety of species in the local landscape. Nine other concerns regarding trees were addressed.

Twenty cores were installed in the doors located in the renovated locker room area of the Arena, water was shut off at twenty one locations throughout the city for the season, while mowing and trimming were ongoing in many locations. Watering of the newly planted trees continued in order to protect this investment. Residents from the Fisher / Hamilton Street area expressed interest in working to replace some of the stately trees that are in decline in that neighborhood and planning is ongoing.

Six décor lights were attended to and two street lights were reported to Eversource for attention. Six keys were issued five Dig Safe requests were investigated. Mapping of décor lights and other metered lighting was facilitated through the assistance of Kathleen Meyers in the Information Technology office.

Eight traffic signal issues were investigated with some related to ongoing issues and two pedestrian lighting issues being resolved. Seven signs were replaced and four new posts installed to replace some that had been hit previously. Some equipment maintenance was conducted on blowers and mowers, prior to leaf blowing activities. The fields were lined weekly for the last games of the season at Shaw's Lane.

The Whittier Street Bridge project will begin in November and therefore will be closing for 12-18 months for demolition and reconstruction. This will affect traffic routes for cars, pedestrians, bicyclists, school buses, and public transit such as COAST bus. City Staff, COAST bus, the Dover Housing Authority and the School Department will work together on the timing and notice of this closure.

The Planning Department submitted an application for another TAP funding round to improve the sidewalks along Route 108 and Daley Drive, create a paved path along the high school lot, to connect to a better defined trail in Bellamy Park and getting an easement to then connect to the existing trails behind Lilac Garden. The Council voted to support this application at their August 24 meeting. Assistant City Planner Benton presented their application to the Strafford County Transportation Advisory Committee on October 7.

Assistant City Planner Benton continues to facilitate the Transportation Alternatives Program (TAP) project to expand the Community Trail with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The project is currently wrapping up the feasibility study phase. Consultants have done their wetland delineation, surveying, and review at different state departments. The project is still on schedule to be fully completed by the end of 2018. This is all part of the \$320,000 federal grant to design, engineer, and construct improvements to the Community Trail south of Fisher Street and north of Fourth Street.

Planning, Legal and Community Services staff continued to work on revisions to Chapter 152, Streets and Sidewalks. The revisions include a comprehensive right of way ordinance. This ordinance will cover the excavation and use of the right of way, owned by the City, by others. The provisions of the ordinance will include trench work and obstacles that occur from time to time, impeding the safe passage within the right of way. Furthermore, the ordinance will seek to coordinate private and public work within the right of way.

Planning and Community Services staff met with the design engineers for the Silver Street reconstruction project. The meeting was to review the landscaping and stormwater management infrastructure installed. Furthermore, staff discussed the wayfinding developed and the potential expansion of that wayfinding to downtown locations.

Planning and Community Development and Community Services staff met with representatives of Dover Main Street to discuss ongoing cleanup efforts in the downtown and adopt a spots. Specifically, investigating the installation of Sidewalk Butler cigarette receptacles and the need to designate adopt a spot locations on the Community Trail were reviewed.

Cemeteries:

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

Parks & Playgrounds:

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

City Facilities & Equipment

Arena Locker Room Renovation Project is complete and the locker rooms were in use this month. Many compliments were received by patrons for the vast improvement the project made to the facility.

The lease of the Butler Building on River Street has allowed access to the Cocheco River for Great Bay Rowing and the UNH Crew Program. This month the Great Bay Rowing programs had a great deal of activity on the Cocheco River. UNH Crew was in full swing with their teams working in preparation for the Head of the Charles Regatta in Boston this month.

Monthly fire extinguisher inspections and elevator inspections were conducted. Employees filled in for others on vacation at the Library and the Recycling Center. Custodians continued the day-to-day cleanup of municipal buildings which utilizes roughly 360 man hours per month.

Chairs were set up for a public meeting in the City Hall Auditorium for the Department of Transportation, pertaining to the bridge work and ongoing road work on the Spaulding Turnpike. Five work orders regarding delivering supplies were completed while several hours were spent moving items to accommodate the renovations soon to begin in the old police department area at City Hall.

Thirty-eight requests relating to grounds or facility issues were handled by employees, while thirty-one pertained to goings on inside public buildings. Several other miscellaneous requests were dealt with during this month.

The closing of the Jenny Thompson Outdoor pool was completed and the cover put on with the assistance of the Public Works Division of Community Services. The water heaters were removed and drained to be stored for the winter. Air conditioners were removed from windows in some municipal buildings, while some remain.

Fire & Rescue crews also continued with the annual fire hose testing process. This process driven by NFPA 1962: the Standard for the Care, Use, Inspection, Service, Testing, and Replacement of Fire Hose, Couplings, Nozzles, and Fire Hose Appliances... is an annual requirement and involves filling every piece of hose with water at high pressure and then visually inspecting, particularly for separation around couplings. For more detail on this annual requirement, refer to the September City Manager's Report.

The makeover of the upstairs training area at the North End Fire Station progressed with the completion of a two level adjustable search maze. This maze allows for firefighting crews to practice their search skills in their full firefighting gear and when filled with non-toxic theatrical smoke. It can also be reconfigured in a matter of minutes with varying degrees of complexity and technical skill required. The cost of this makeover was split between Fire and Rescue and the High School Career Technical Center. In addition to being used by the High School Firefighter CTC program, this area was also used in October by the Seacoast Area Fire Chief's sponsored Fire Academy Firefighter One certification class. Each season, one of these classes is normally given somewhere in the State of New Hampshire and this fall's offering was allocated to the Seacoast Area Fire Chief's Association and ultimately hosted by Dover Fire & Rescue. To host this class of 20 aspiring firefighters means two evenings a week and on weekends, that the class is ongoing in the North End Fire Station training room and recently made over training area.

The Planning Department purchased a replacement plotter, which can also copy and scan full-size plans. This improves the department's ability to create digital files, and creates the opportunity to provide a new customer service. Previously, customers had to exchange collateral to borrow a plan and have it copied by an outside company.

Planning and Community Development staff continue the process of planning the City Hall remodel and move to create more efficient work space throughout City Hall since the Police Department relocated to its new facility. The Planning and Community Development Department have been meeting with the other Departments to figure out future space and design needs for each, especially those moving to create the new customer service center on the ground floor. Asbestos Inventory took place in April as part of the process of creating a Customer Service Center on the ground floor and was approved by Council in October. The abatement will begin in late November and will take about 3 weeks to complete. The Community Development Office has moved into the Planning Office and the Parking Bureau has moved upstairs to the first floor across from the City Clerk's office until the renovation is completed. A revised design has been completed and a more detailed design is forthcoming as well as the budget and timeline for the project.

Once the City Hall remodel and move takes place, each Department should have a safer and more functional space, including storage, conference areas, offices, break room, and accessible access. The idea is to make the building more customer friendly by creating a one-stop center for residents to come to visit the City Clerk/Tax Collector's office, Water/Sewer Billing, and Parking Bureau with close available parking and pedestrian friendly entrances. Planning and Community Development staff has been meeting with the design team for the new Customer Service Center. The City is working with a new firm to verify the City's initial layout of the new Customer Service Center. The architect and Assistant City Planner Benton met with the different offices moving to the ground floor to recap their needs for a new space.



The picture on the left shows contractors in the middle of the Dover Public Library chimney repair project.

City Owned / Maintained Buildings:

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

Emergency Management

Fire Stations:

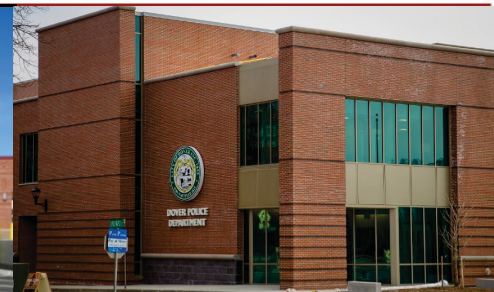
NorthEnd: 262 Sixth Street

Central: 9-11 Broadway

SouthEnd: 25 Durham Road

Police Station:

46 Chestnut Street



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

The following is a general description of the Police Priority Response System.

PRIORITY 1: IMMEDIATE RESPONSE: Crimes "in progress"; injury accidents; alarms.

PRIORITY 2: RAPID RESPONSE: Crimes or incidents that are not "in-progress" but require quick response to preserve evidence, locate witnesses or provide for public safety; to include suspicious activity and domestic disturbances.

PRIORITY 3: TIMELY RESPONSE: Disturbances; noise violations; welfare checks; motor vehicle disturbances; minor collisions.

PRIORITY 4: AS OFFICERS BECOME AVAILABLE: Non-criminal related activity; crimes reported well after they have been committed; message delivery; tow request; littering; fingerprints; assistance; abandoned vehicles.

PRIORITY 5: MOTOR VEHICLE STOPS.

The Dover Police Department responded to **80%** of emergency calls in less than 6 minutes.

Type of Calls:	
Priority 1	201
Priority 2	128
Priority 3	480
Priority 4	702
Priority 5	995

October started off with Dover's most serious fire in recent months on October 3rd just before 2 AM, inside a basement floor apartment at Winchester Arms Apartments located on the New Rochester Road. With eight apartments on each of the three floors in the building, the risk for a major injury or fatality was high. Fortunately, the code compliant fire alarm system alerted the occupants who started evacuating after they noticed smoke. The first arriving crews found people exiting from the interior stairways as well as several other occupants climbing down off of the apartment balconies. While stretching the first attack hose line down to the basement hallway, crews assisted one occupant to the outside of the building who was disoriented from the heavy smoke. Due to the early morning time, and the high number of apartments in the building, this fire went to what is called a third alarm bringing in multiple communities to assist, to ensure that there were enough resources to suppress the fire and search each of the 24 apartments in case someone was trapped. Fortunately, the fire was held for the most part to the apartment it started in and just adjacent to it. Heat damage extended throughout that lower floor and smoke damage was heavy throughout all three floors necessitating all the occupants to be displaced for a period of time. Here are some photos showing that smoke damage.



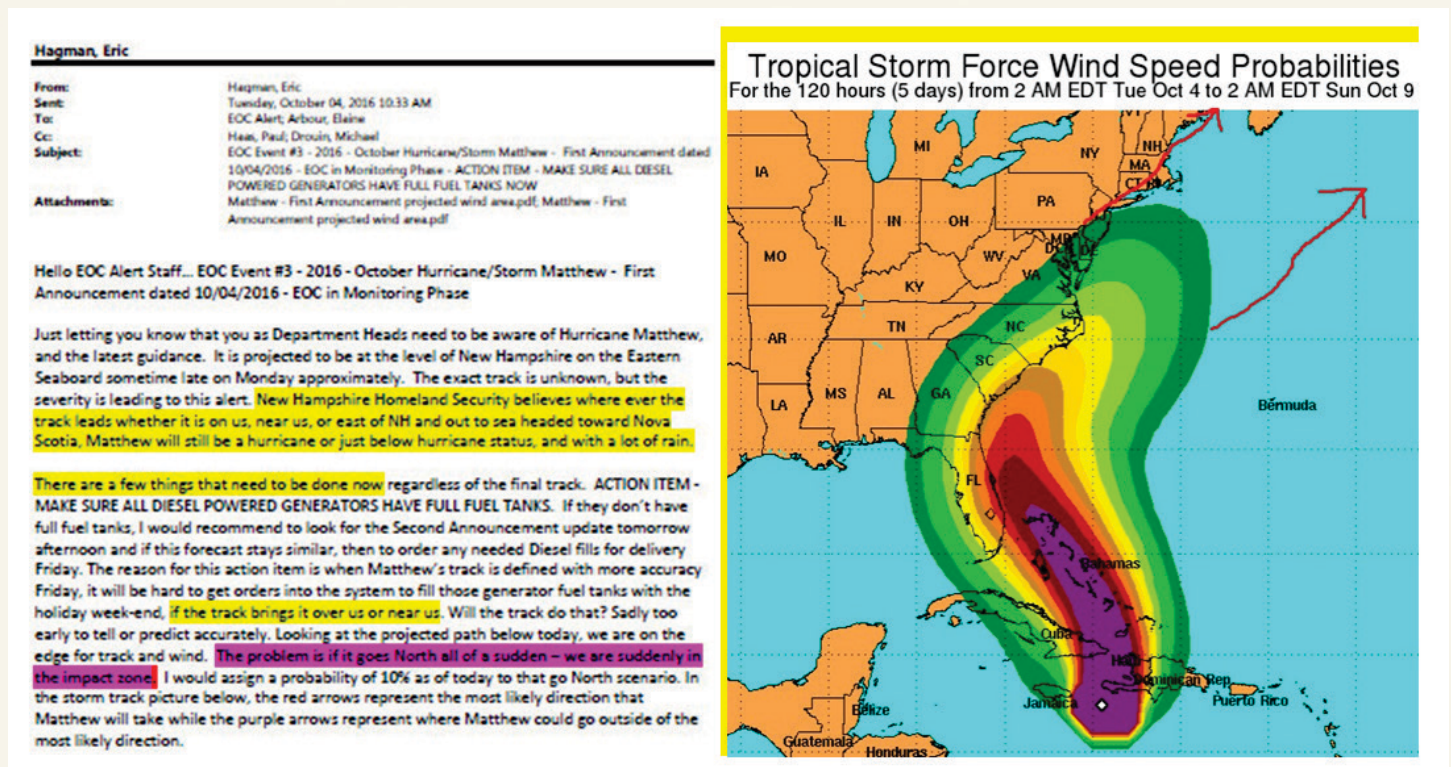
The Inspection Services Bureau worked heavily with the management of Winchester Arms and their repair and cleaning vendors and after approximately a week, the occupants of the upper two floors were able to return to the building. It could be mid-November when the first floor is ready for occupancy again. In addition to the mutual aid assistance that was so helpful, this fire is also an example of the cooperation that happens day in and day out between city departments. While Fire & Rescue was working on extinguishing the fire and searching the building, the Dover Police Department was canvassing the parking lot around the apartment building to account for everyone who could've been in that building. This required locating the occupants from each apartment and confirming that no one was missing. Fire & Rescue thanks the Police for taking on that much needed job.

Returning to the discussion of smoke damage, smoke is what typically kills people in building fires. It is also the reason that firefighters have to be able to do all job tasks without any visibility. In the case of this fire, crews advanced down the interior hall by feel and with some assistance from a thermal imaging camera, because the dark smoke was so thick that it obscured all visibility. Whenever an apartment door was reached, it was forced open using forcible entry tools. As those doors were forced open, the thermal imager could "see" if the room was cooler or warmer than the hallway. When crews found the apartment that had the fire, they knew initially they had found it because that apartment was warmer when viewed through the camera. Upon entering with the hose line, the glow of the fire then became visible through the smoke.

October was an average month with Fire & Rescue responding to 446 calls for service which is an average of 15 responses per day helping Dover citizens. 13 of the calls for service were for fires, 283 were for medical emergencies, 31 were for other hazardous situations requiring emergent intervention (natural gas leak for example), 50 were either false or good intent in nature, with the remaining 69 being for non-emergent requests. Of the emergencies, there were 111 times where simultaneous emergencies were occurring with 17 of those times where 3 or more emergencies were occurring at the same time. The busiest day in October for Fire & Rescue was 10/21/2016 when there were 25 calls for service (a number due to the sudden deluge of 3 inches of rain in less than an hour), while the slowest day of the month had a two way tie between 10/02/16 and 10/16/16 with only 7 calls for service occurring.

Emergency Management activities in October saw Fire & Rescue as well as the Dover Police Representatives, staffing the primary emergency operations center or EOC for the duration of Apple Harvest in the event that a major emergency occurred during the festival. With tens of thousands of people during that day in the downtown, much planning, and re-organization of staffing occurs to provide the safety resources needed for the downtown. Contingencies and plans are put together to handle a fire on a closed street, or a police emergency. In the case of Fire & Rescue, some extra staffing was put on during the festival so in addition to protecting the festival attendees, a presence was maintained in the three stations to handle the normal daily call volume.

Fire and Rescue monitored one threat which was Hurricane Matthew for potential impacts to Dover. Monitoring is an Emergency Management function and is always on going. Several Alerts were issued during this event through an EOC alert email distribution group with the purpose of putting department heads on alert status while the threat was possible. Here is a page from one of the alerts along with one of the graphics showing the potential track on that day.



Thankfully, Hurricane Matthew did not impact New Hampshire like it did elsewhere in our country.

In Mid-October after a normally scheduled department head meeting, the City Manager and all department heads reviewed emergency management operations in the new primary EOC at the Police Station as well as the 2016 version of the Local Emergency Operations Plan.

The updated LEOP as it is known, is scheduled for official City Council adoption in November.

In addition to that, all in attendance participated in a brief scenario which illustrated the benefits of what is called Unified Command. Though different needs or emergencies may require different departments to be the lead in a real situation, the reality is every department can assist in some form by working cooperatively together, with the end result being a unified decision by all involved. It is yearly refreshers like this that keep all department heads and applicable city staff ready should a natural disaster or other large-scale emergency arise.

Speaking of emergencies, the EOC was used to manage the aftermath of 3 inches of rain that fell in one hour over Dover causing the fall leaves to cover storm drains and roadways to flood on October 21st. As calls for service backed up and were stacked waiting for available resources, representatives from Police and Fire along with a communications dispatcher called in to staff the EOC.

The first operational project of mention that occurred in October was the after action review of the technical rope rescue of a suicidal person from the bridgework of the old General Sullivan bridge that occurred, at the end of September on a cold and dark fall night. This rescue occurred when an individual climbed out on the bridge framing over the river nearly 300 feet from shore to one of the concrete support piers with the intention of jumping into the fast moving river. The individual had posted on social media their intentions, which led to friends and family passing it on to their local police department, which then led to a search being initiated by the Dover's Police Department. When the subject's car was found at Hilton Park, Fire and Rescue then responded. After a search of the area, the individual was visualized out on one of the concrete support piers approximately three quarters of the way out to the middle of the river. Fire and Rescue crews began lead climbing across the framework of the bridge using the department's rope rescue equipment. Interestingly, back a number of months ago - using this type of equipment and setting up these rescue systems was revisited on all four shifts. What this entailed was much like in rock climbing, the lead climber would set up protection points as they went that the rope system would be clipped into. The climbers were also protected from falling from a belay rope system which is essentially a secondary rope system independent from the first. Fortunately, the three-person team comprised of a firefighter, a police negotiator from the Newington Police Department, and the fire shift Captain reached the individual before jumping. After a half hour of negotiating occurred, the subject agreed to return to shore with the team after additional safety equipment was lowered down to the team. Setting up the systems, monitoring the rescue team nearly 300 feet out over the river, took the entire on-duty shift of 13 staff. In addition to that, fire command staff interfaced with the Police Department, the Coast Guard, and other responding resources. The after action review discussion by that shift was then the focal point of October's fire officer staff meeting so that all fire officers (the organization's crew leaders) should this happen again, could benefit from the knowledge gained from this infrequent and most likely, once in a career event.

One of the major takeaways from this extremely dangerous and high risk event was that nearly all of the technical rope rescue equipment this organization has was used in the rescue and had the individual been one more support structure out, more equipment would have been needed from our mutual aid partner's. The department, after learning of this need, will look in the future for grants to purchase additional equipment and or put it in the long-term strategic plan.

Another operational project was the establishment of a list that may be good for two years, of individuals who are qualified to work at fire and rescue as firefighter emergency medical technicians or firefighter paramedics. With the recent retirements, the previous eligibility list had been exhausted. Much time and energy is spent in establishing this list so that the best potential employees have been identified before a position opens. This process is very labor-intensive starting with the resume review that whittles down the 40+ applications received to approximately 16 or so individuals who are then invited for interviews. That interview process further reduced down that group to approximately 12 who were then asked to attend an all-day assessment center. The all-day assessment center is comprised of a number of critical skill stations that range from the ability of the candidate to speak publicly and represent the organization properly, to core firefighting skills such as searching in full gear and an air pack for simulated trapped fire victims. A special thank you is due to the large number of Fire and Rescue employees who assist in this process in an off-duty capacity as they manage the different skill stations while the attendees are assessed.

Fire and Rescue crews also started various non-fire training scenarios that were held at the old St. Charles Church on Central Avenue. With demolition looming soon as ownership transfers to a developer who is going to revitalize that property, Fire and Rescue wants to thank the parish leaders for allowing these training evolutions to be held. One of critical skills practiced was the forcing of locked doors with the various tools firefighters carry which is normally impossible to practice in any building other than one slated for demolition, due to the damage it causes. These skills were also as mentioned earlier in this report, ironically needed and used in the Winchester Arms Apartment Building fire. From rope rescue to forcible entry skills, maintaining readiness for any the wide-ranging number of potential emergencies is a constant challenge!

K-9 Unit:

The Dover Police Department's two K9 teams consist of Officer Keefe with his partner Grinko and Officer Brown and his partner Barco. Each team conducted 20 hours of training during the month of October. Officer Brown and his K9 partner "Barco" assisted the patrol officers in a missing person investigation. The missing juvenile's cell phone was traced to a wooded area. Officer Brown and K9 Barco searched the area. The juvenile was subsequently located a short distance away and confirmed that he had indeed been in the wooded area.

Special Investigations Bureau (SIB)

During the month of October 2016, 12 registered sex offenders were processed by the Dover Police Department's Special Investigations Bureau. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

During October 2016, detectives conducted an investigation regarding a sex offender working in Dover who had failed to register with the Dover Police Department. As a result of the investigation, a Rochester man was arrested and charged with Duty to Report.

In October 2016, SIB detectives and Crime Scene Unit personnel investigated a shooting on Folsom Street that resulted in property damage. This case remains under investigation.

In October 2016, SIB detectives and Crime Scene Unit personnel investigated a robbery at the Mr. Mike's gas station and convenience store on Portland Avenue. This case remains under investigation.

During October 2016, SIB detectives, working with patrol officers, conducted an investigation regarding a serious assault. As a result of the investigation, a Nashua man was arrested and charged with Second Degree Assault.

On October 11, 2016, Lieutenant Brant Dolleman provided a presentation on "Police Response to Domestic Violence" to the Citizen's Police Academy.

On October 25, 2016, Detective Timothy Burt provided a presentation about crime scene investigations to students at St. Thomas Aquinas High School.

Also during the month, detectives assisted the Strafford County Drug Task Force with multiple investigations into illegal narcotics traffic in Dover.

Detectives assisted the DPD's Community Response and Enforcement Unit with multiple operations in Dover.

During the month of October, detectives investigated four deaths. Two of the deaths appear to be drug related, and one of the deaths was a suicide.

COMMUNICATIONS BUREAU	July 2016	August 2016	September 2016	October 2016
Radio Transmissions	13,513	13,459	13,386	12,886
Phone Calls	8,158	8,047	8,207	7,529
911 Calls	433	444	417	398
Lobby Walk-Ins	381	331	385	340

The Parking Division is now temporarily located on the first floor of City Hall, directly across from the City Clerk Tax Collection Office. The Division will be located there until the basement level where they will eventually be located is renovated.

Patrol

During the month of October, the Dover Police Department responded to 2,506 incidents throughout the city. Police officers made a total of 995 motor vehicle stops during which they issued a warning or a summons.

On October 29, 2016, patrol officers responded to the large wooded area located adjacent to French Cross and Littleworth Roads for a reported hunter who was lost. Command staff from both the Police and Fire Departments as well as a representative from NH Fish and Game established a unified command post, and deployed personnel into the wooded area all while making sure that appropriate services were still being provided to the rest of the community. The elderly hunter was located unharmed.

Also during the month, officers conducted checks of the Community Trail, the Transportation Center, area parks and they conducted school zone traffic enforcement in each of the school zones in the city.



On October 28, 2016 following a fast-moving rain storm resulted in downed tree limbs and utility wires on Middle Road. Officer Lynch looks on as Officer Lazos sets up barricades to divert traffic.

Animal Control:

Total animal calls for service

57

Handled by Officers

36

Handled by Dispatch

14

Handled by ACO

07

Breakdown of Calls – Officers

Barking dogs	02
Found animals	08
Loose animals	15
Welfare checks	07
Animal Bites	03
Injured Wildlife	01

Breakdown of Calls – Dispatch

Loose animals	03
Lost animals	08
Found animals	02
Wildlife	01

Breakdown of Calls – Animal Control Officer

Found animals	03
Welfare checks	03
Loose animals	01

The Animal Control Officer received 30 voicemail messages and returned those calls. She followed-up on 6 reports that were originally handled by police officers.

Downtown Liaison Unit (Mounted Patrol)

In addition to the above activity, the officers assigned to the Mounted Patrol had hundreds of public interactions which include education on crosswalk and bike safety, help with parking meters and parking, and general information about the city, the police department and the horses.

The Mounted Patrol handled the following during the month:

During the month, the mounted officers continued to train Raza, Dover Police Department's newest horse, and participated in the Community Trail Meeting, Apple Harvest Day, the Woodman Park Walk to School event, the Breast Cancer Walk, Trick or Treat Downtown.

43	Public Assists-directions, pedestrian right of way education, etc.
41	Parking Assists
12	Assists for Community Action / homeless
Daily Patrol of Dover Community Trail, Henry Law Park, Skate Park, Maglaras Park, Railroad Yards and Downtown crosswalk enforcement/Parking lot checks.	



Officers Murch and Caproni on CJ and Raza during the Breast Cancer Awareness Walk on October. Note the painted hooves.

Problem Oriented Policing (POP) Officer:

The Problem Oriented Police Officer position was created in order to address quality of life related issues and many residents of neighborhoods and apartment complexes are reporting that drug use and sales close to where they love is affecting their quality of life.

To this end, Officer Khalsa has been working very closely with the Strafford County Drug Task Force as well as the DEA and the NH State Police Narcotics Investigation Unit in order to identify persons and locations involved in the local drug trade. This involved extensive surveillance and intelligence gathering through both observation and speaking with residents.

As a result, he was involved in several arrests and the execution of two search warrants during the month of October.

On several occasions during the month, Officer Khalsa worked closely with property management for One Washington Center to locate and identify people that were trespassing on the property or causing damage.

Another area of particular interest continues to be Woodbury Mills at 2 Dover Street. As residents report problems with neighbors in the building, Officer Khalsa has been working with them to find solutions. This includes formal and informal meetings with residents, the resident services coordinator, and the apartment management. This process is ongoing and the management company recently evicted some of the problem residents.

On a continual basis Officer Khalsa fosters community outreach by approaching local businesses, associations and persons and informing them of the POP Unit mission and services. Officer Khalsa has also made continuous checks of places with known activity such as St. Charles Cemetery, the Community Trail, train station, and the Library to maintain a police presence at those locations.



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In October, Fire and Rescue crews were very busy in the area of outreach. The first major event was on Saturday, October 1 when Dover's famous Apple Harvest Festival occurred. With tens of thousands of people passing through the downtown on that Saturday and with Central Avenue closed from the upper square to the lower square, this requires much planning by Dover's emergency services! From staging an ambulance at the 5K road race, to having a fire engine Touch-a-Truck and the department's SAFE trailer located by the Indoor Pool on Henry Law Avenue, there were many opportunities for the department's staff to show off the equipment they use and answer questions. In addition to those dedicated displays, the department vehicles were redeployed between the three fire stations and around and within Apple Harvest to ensure if there was an emergency that help was not too far away. This included staging and on-duty engine in the lower square and an on-duty engine in the Janeto's parking lot. Fire and Rescue also provided a medical tent at Franklin Plaza.



In addition to the department's outreach at Apple Harvest Festival, October is when fire prevention week occurs nationwide. Fire and Rescue goes above and beyond that considering October as a fire prevention month. The department's Safe Trailer was scheduled in the public and private elementary schools to give each class an opportunity to have a brief presentation on what to do when a fire alarm goes off in a home and how to exit by crawling low under a fire's smoke. The SAFE trailer looks just like a home inside with working smoke detectors and while the safety presentation is occurring, theatrical smoke slowly starts filling the trailer, often catching the occupants by surprise. Other safety tips such as having a family meeting place were also discussed. In addition to that, station tours were offered to Dover's daycares or in lieu of a station tour, a visit by an on-duty engine and crew to the daycare. Each daycare varies on whether they want to do a field trip to the fire station or have the fire engine visit on-site due to the complexity of scheduling parents and rides for students.

Also in October, Fire and Rescue participated in the Chamber of Commerce Citizen's Leadership Academy. On Fire and Rescue's night, after participating in a department overview presentation, attendees split into small groups that rotated through mini- presentations by various on-duty and off-duty staff members of all ranks so that attendees could get a glimpse at that depth of services provided by Dover Fire and Rescue. Here, a small group interacts with longtime employee Engineer/Firefighter Eric Anderson and relatively new employee EMTA/Firefighter Jason Nicol as they discuss operationally how the organization's various vehicles work and the training that is required to operate them safely. A big thank you is due to all employees who participated in the making this presentation what it is!

Lastly, the Fire Chief in partnership with Capt. Bill Breault from the Dover Police Department, gave an emergency management overview to the Chamber of Commerce Governmental Affairs Committee outlining how the city is prepared in the realm of emergency management. Takeaways also included a brief introduction to the concept of business continuity for small businesses.



On October 4th, Dover Youth to Youth conducted its second webinar training broadcast of the school year. This presentation was on how to set up and administer a successful youth empowerment program. Almost 30 attendees from all over the US attended the webinar.

On Saturday, October 22, 2016, the Dover Police Department and the Drug Enforcement Administration (DEA) gave the public another opportunity to prevent prescription drug and opioid abuse and theft by ridding their homes of potentially dangerous expired, unused, and unwanted prescription drugs. The semi-annual drug take back event resulted in 255 pounds of drugs being collected from community members and safely disposed of.



Detective Matt Travaglini stands with boxes of medication collected during the semi-annual Drug Take Back Day held on October 22nd.



Dover Middle School and High School Students presented to Nute Middle School in Milton on Oct. 24th.

On October 24th a team of Youth to Youth students, pictured right, provided an assembly on alcohol risks for all of the students at Farmington High School. The Dover students provided the *Eight Things About Alcohol* presentation for that school's Red Ribbon Week activities.





On October 19th Dover Youth to Youth Students on City Hall steps dressed as Zombies to bring attention to Dover's Drug Take Back Day.

Also in October, Dover Youth to Youth conducted its Zombie event in downtown Dover to promote the Drug Take Back Day. During the event, twenty-six members dressed up as zombies and held a rally and press conference in front of City Hall. The students chanted, held signs and passed out fliers to make the public aware of the opportunity to turn in unused and unneeded medicines in their homes.



Pictured left, Officers Turner, Gaudreault, Levin, Mitrushi and Lazos participated in the Footrace for the Fallen 5K road race in Manchester on October 2. The race is held to honor the memory and sacrifice of fallen police officers, and benefits the Manchester Police Athletic League program. They pause post-race for a group photograph with former NH Attorney General and current U.S. Senator Kelly Ayotte.

Officer Lazos and Officer Murch participated in Woodman Park Elementary School's celebration of International Walk to School Day on October 5. Sgt. Speidel and Officer Hurley participated in Garrison Elementary School's celebration at the same time. The police joined students, parents, and school staff in "walking school bus" parades that began at a number of predetermined locations to converge and end at the school with a rally to start the school day.



The Department of Planning and Community Development continued to update its blog, Facebook page and Twitter feed to communicate with the public. The Department of Planning and Community Development has 370 Facebook (City of Dover NH Planning) friends and 789 followers on Twitter @DoverNHPlanning. Topics shared on the Blog (<http://dovernhplanning.tumblr.com/>) include proposed zoning ordinance changes, the work on the Silver Street roundabout, Open Lands and Community Trail projects and events, information about the Community Trail, Transportation and Stewardship chapters of the Master Plan, ongoing projects and plans before the Planning Board.

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail with 1,336 fans.

The Department of Planning and Community Development mailed out 59 New Homeowner letters. These letters introduce new property owners to their zoning district and include other basic planning information, including links to the Dover Download.

The Assistant City Manager attended the recruitment breakfast for Leadership Seacoast, on October 4th as an alumnist. The breakfast was held at the Children's Museum and included opportunity for alumni to introduce potential applicants to the program.

On October 27, the Assistant City Manager participated in a panel for the NH Commercial Industrial Board of Realtors. The panel examined successful strategies for promoting economic development and proactive plan review and development processes.

Along with a colleague from Nashua, the Assistant City Manager presented a session on Planning Board roles and responsibilities to a group of regional planners. The session, held October 24th, was designed to educate regional planners on the role a planning board plays in local planning and to give the regional planners a better understanding of what is involved with municipal planning.

The little goblins from My School once again 'trick or treated' City Hall Offices. A few of the employees dressed up for them as well!

Pictured right, trick or treaters set up for their class picture after trick or treating at City Hall.



Julie, Jean and Terry who dressed up for the kids.

The library has 8,175 social media followers: 2,150 on Facebook, 786 on Twitter, 878 on Instagram, 1,276 on Pinterest, and 3,085 subscribers to the library's two e-newsletters. The library website received 15,372 page views during October. The Library posted 82 items on Facebook, 26 on Instagram, 57 on Twitter, and added 46 pins on Pinterest. Staff wrote 6 Blog posts, and sent 4 press releases to media outlets during October.

Two Children's Room staff visited Garrison School to tell stories during their Bedtime Story event.

The Library Director participated as an "historical interpreter" on the October 5 gundalow sail in Dover.

The Library Director participated as a tour guide for the Woodman Museum's "Night at the Museum" event at the waterfront on Saturday, October 8.

The Library Director gave a talk about Dover's rivers to a Bellamy River Neighborhood Conservation group on October 8.

The Library Director gave a talk about the history of the Cocheco Mills to the Active Retirement Association in Durham on October 13.

The Library Director participated in the Chamber's Citizens Leadership Academy on "Quality of Life" night on October 27.

The City advertised a public meeting to discuss the traffic restrictions and road closures during the reconstruction of the Whittier Street bridge over the Cocheco River. This project requires the closure of the Whittier Street bridge to all traffic beginning Nov. 28, 2016. The bridge is expected to remain closed for one year.

The bridge is scheduled to close on Monday, November 28th. During construction, through traffic on Whittier Street will be detoured to alternate routes and pedestrian access over the bridge will be discontinued. Access to Whittier Street from Washington Street will remain open to local traffic only up to Regent Drive. Access to Whittier Street from Sixth Street will remain open to local traffic only up to Whittier Falls Way while pedestrian access to the Dover Community Trail and Dover Cassily Community Garden will be available for the duration of construction. Plans may be viewed at the Public Works office at 271 Mast Road or online.

Dover Votes!, a citywide initiative to inform voters and encourage election participation, provided regular updates and information throughout the month of October, leading up to the general election in November. These PSAs appear across all media, including Channel 22, the website, social media and special announcements. Social media interaction significantly increased during this time, as PSAs and informational video appeared regularly on Facebook and Twitter, as well as the city's on-demand video service and YouTube. Among the videos produced as part of the initiative were informational segments on how to register to vote, how to file an absentee ballot, where to vote and polling times, and testimonials from Dover voters about the importance of voting.

Several productions aired on Channels 22 and 95, and online, over the month of October, including a comprehensive look at this year's Apple Harvest Day, the Woodman Museum's gundalow visit and historical tour of the Cochecho River, a community arranged fundraiser at Dover's dog park on Long Hill Road, Senior Center travel programs, and the annual, in-depth video tour of the proposed Capital Improvements Program.

Media Services continued to document the construction of the new high school in the month of October. This includes timelapse and aerial footage of the progress. Beginning in November, this work will be included in regular updates on the project, which will air on Channel 22 and be available for viewing online.

Media Services prepared and distributed several newsletters in October, including the weekly editions of Dover Download, special announcements, and the Nelson Street reconstruction project. Newsletter readership continues to grow, as does the number of available newsletters provided to the public. These newsletters are designed to help communicate a wide variety of information to the public, of general interest and for specific projects and topics.



City Programs

Gym

Sign-ups have begun for many basketball leagues, from Kinder-Shots program through the 50+ Men's League. Many youth basketball programs opened registrations to non-residents that attend a Dover school on November 1st. All youth programs still have openings available, except the 9am time slot for 1st & 2nd graders. Those that signed up before October 31st saved \$10 per child on basketball registrations. A pre-season program has been running on Saturday mornings for those in grades 5-8 to get ready for the basketball season. The 18+ Men's basketball league began scrimmages on October 16th. The league is currently full with 8 teams and began games on October 27th. Interval Strength classes wrapped up the first session. The second session of Interval Strength began on October 29th. Yoga wrapped up their first session of the fall for beginners and went right into session two as did Zumba®. Badminton players continue to play on Friday nights.

Pool

The month of October brought about the second session of fall swim lessons with 100% of all available spots being filled. Lessons will come to an end the weekend of December 4th after taking a weekend off due to some small flooding of the boiler room that caused a closure of the Dover Indoor Pool the weekend of October 22/23. Seacoast Swimming continues to practice during the afternoon hours preparing for their upcoming meets. Great Bay Masters are still practicing at the Indoor Pool with as many as 30 swimmers per practice. Mighty Seals began their season with practice beginning on October 23, they will be preparing throughout the winter for their spring swim meet that will take place in April. The Making Strides Against Breast Cancer Walk was held at Henry Law Park which was very successful. Apple Harvest Day took place at the beginning of October with crowds flooding the streets of downtown Dover despite the windy and wet conditions. Lap Swim: 75-90 Swimmers Daily, Rec Swim: 10-20 Swimmers Daily

Ice Arena

All programs are running for youth and adult skaters along with youth hockey games and practices. Adult hockey leagues have been very popular year round and include a CO ED adult hockey league, Over 45 adult hockey league and women's hockey. An Over 30 adult hockey league for players looking for a more competitive hockey experience is also being offered. Great Bay Figure Skating club continues with their skating programs for youth and adult skaters. Currently they are practicing for the holiday ice show in December. Adult and Youth Stick Practice: 322

Senior Center

In addition to all ongoing activities, the Senior Center members continue to use all fitness areas at Dover Recreation. Senior exercise and yoga classes are held Monday through Thursday mornings. Pickleball is offered Tuesday and Friday mornings, and the Walking Group tours Dover every Tuesday and Thursday morning, averaging 1.5 miles per day, weather permitting. The Senior Center had many special events in October which included financial information, art and music, and of course a little festivity with food.



Many new trips were unveiled for 2017 this month, and some have already sold out! Mystery Lunch: 27 participants; Senior Advisory Board: 7; Self-Guided Day Trip Committee: 5; Special Events: 70 participants

Public Library

During October, borrower's cards were issued to 22 non-residents who became eligible for library cards under the new policy which offers free cards to those who work in, or attend school in, Dover.

The public library borrowed 99 items from the school libraries and sent 96. The public library's System Administrator aided the Dovernet school libraries with 7 Koha system issues during October.

The library received two grants during October: \$1,000 from vendor NoveList for promotion of their database to Library patrons. The other was \$750 from Wal-Mart for help creating a Makerspace in the Children's Room. A makerspace is a collaborative work for making, learning, exploring and sharing. It uses toys and technology tools to encourage educational exploration activities. These spaces help prepare kids for critical 21st century skills in the fields of science, technology, engineering and math (STEM). They provide hands on learning, help with critical thinking and boost self-confidence. Some makerspace skills pertain to electronics, 3d printing, modeling, coding, building, robotics, and even woodworking. The grant from Wal-Mart will be used to purchase some of these tech toys for kids.

The Friends of the Library's annual booksale set-up began on October 24 with help, once again, from the Strafford County Jail's Work Release program. The booksale opened to cardholders on the 28th and to the general public on the 29th. The sale runs through November 13, but by the end of October receipts were \$5500.

Members of the Friends of Library, with help from Dover High School's Interact Club, staffed the booksale daily from October 24-31 for a total of approximately 237 hours.

October program attendance at the library totaled 1,107 at 56 programs which included adult coloring sessions, kids' craft sessions, movie showings, book groups, Book-A-Librarian appointments, Lego Saturdays, music with benji, Game Night, Paws to Read, a musical concert, several public lectures, and seven free technology classes for the public.



Above, 12 of the Senior Center women's pickleball players participated in a friendly round-robin tournament at the outdoor courts on Thursday, October 13th

Dover High School Liaison Officer.

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

Officer Kennedy also met with several students in his office to answer questions about the student's future goals including careers in law enforcement.

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

Officer Kennedy coordinated with the Auto Technology & Collision students to have a Dover Police Cruiser brought to Dover High School each Thursday to be detailed. During the month of October, the students detailed three cruisers; one of them is pictured to the right.



Officer Kennedy worked with school officials to get the message out to the student body at DHS about the Mobile Use of Electronic Devices While Driving law. A reminder was made for a full week during the morning announcements and the law was covered in length during student advisory sessions.

Officer Kennedy coordinated a police K9 demonstration for approximately 150 Dover High Students. The demonstration consisted of two Dover Police K9s and their handlers. The demonstration focused on how police K9s are trained and used in the police field. This demonstration has been a large success the past two school years.



Officer Brown addresses a group of students at the Dover High School K9 demonstration while Barco waits patiently to showcase his skills.

Dover Housing Authority Liaison Officer Program

During the month of October, Officer Plummer worked very closely with one of the Dover Housing Authority residents who was having trouble with her 5-year-old taking the bus to school. The child was being disruptive and assaulting other students on the bus. The parents met with Officer Plummer to discuss the issue and then Officer Plummer spoke with the child about right and wrong and being a good person. This transitioned into Officer Plummer checking in with the boy every day after he gets off the bus to see how the day went. This is a continuing work in progress but it appears that Officer Plummer's interaction with the boy has assisted greatly in curbing this activity and has provided some relief to the parents.

During the month of October, Officer Plummer has continued to teach DARE at the Dover Middle School. During this month Officer Plummer assigned a project to the students where they use what they have learned about tobacco to "lampoon" a tobacco ad or packaging. The students are to use what they have learned in class and make a tobacco ad or packaging telling the truth about tobacco. This project takes time outside of school, and shows that students understand the message delivered by the DARE program.

Also during the month, Officer Plummer worked very closely with the Strafford County Drug Task Force as well as the DEA and the NH State Police Narcotics Investigation Unit in order to identify persons and locations involved in the local drug trade.

Dover Middle School Liaison Officer.

During the month of October, Officer Pieniazek continued teaching DARE to six different homeroom classes. (right)

Each day during the month of October, Officer Pieniazek assisted with traffic outside of the school at the beginning and at the end of the school day and he also assisted the school by facilitating message deliveries to the homes of students who had not been attending school.



On October 6, Officer Pieniazek went to Garrison School for the Garrison Elementary School's Fall into a Good Book Literacy Night. At that event, Officer Pieniazek, Officer Sullivan and Officer Hurley read stories to the students.

On October 7th and 17th, Officer Pieniazek assisted at the Teen Center so that Teen Center Director Steve Pappajohn could attend training.

(Photo courtesy of Garrison School PTA)



Dover Teen Center

The Dover Teen Center calendar for October 2016 consisted of educational and social programming for its youth participants. For the month, the Teen Center saw a total of 719 participants on 22 days of programming, which yielded an average of nearly 33 participants per day.

There were 11 new Teen Center registrations during the month.



Two Teen Center participants take a turn navigating the Gundalow along the Cochecho River on October 6, 2016.

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

Apple Harvest Day Event – “McConnell Arts Pavilion” (10/1)
 TC Snack Special – “Pancake Mania” (10/4)
 TC Special Event – “Cochecho River Gundalow Trip” (10/6)
 TC Teacher Workshop Day – “TC Fun Day” (10/7)
 TC Classic Event – “BINGO MADNESS” (10/11)
 TC Snack Special – “Make Your Own... Trail Mix” (10/17)
 TC Tournament – “9-Ball Billiards” (10/18)
 TC Snack Special Day – “Taco Thursday” (10/20)
 TC Arts In Action Program – “Guitar & Music Enrichment 1st Session” (10/31)

***** HALLO-WEEK PROGRAMS *****

TC Halloween Week Event – “Scary Movie Monday” (10/24)
 TC Halloween Week Event – “TC Murder Mystery Game” (10/25)
 TC Halloween Week Event – “Pumpkin Carving” (10/26)
 TC Annual Event – “Halloween Costume Party w/ Y2Y” (10/27)
 McConnell Center Annual Event – “Toddler Trick-or-Treat @ MC” (10/28)
 TC Annual Trip – “Canobie Lake Park’s Screeemfest” (10/28)
 TC Halloween Week Event – “Halloween Day: Movie & Snack Specials” (10/31)



Teen center participants show off their creations during the pumpkin carving event at the Dover Teen Center on October 26, 2016.

Dover Coalition for Youth

The Community Access to Recovery program, which the Dover Police Department participates in, was selected as the 2016 recipient of the New Futures Nicholas Halias Law Enforcement Award. Dover Police Department was one of several seacoast area departments recognized for its commitment to working together to address substance misuse in the community. The group was recognized at an awards ceremony on Thursday October 13th in Concord.

Community Access to Recovery received the award in recognition of the fact that addressing the substance misuse epidemic in our country requires linkages between law enforcement, treatment and recovery. Programs such as Community Access to Recovery save lives and aims to reduce drug misuse by recognizing that addiction is a disease. Only through strong collaborations between law enforcement, treatment and recovery will people access the help needed to regain their lives.

During the month two adult staff from out-of-state youth programs came to Dover to observe our program and check out our materials and resources. On October 12th the adviser to a high school group in Burlington, VT visited and on October 17th the Coalition coordinator from the Alliance for Southwest Missouri visited for the day. In both places they are adopting the Dover approach to organizing youth in drug prevention.

Dover Court Diversion Committee

The Diversion Committee met on October 26, 2016. As of the end of the month, there are a total of 5 active Diversion cases. 3 cases already in active Diversion Contracts; 0 successful completion and release; 2 new cases heard; 0 cases awaiting the next meeting.

Dover Youth to Youth:

During October, Dover Youth to Youth signups for the 2016-2017 school year took place. At this point, there are over 60 new and returning students who have registered. Team meetings have begun for all Y2Y teams.

Community Service Program

The Community Service program continued to track seven active participants during the month of October of 2016. A total of 17.5 community service hours were completed during the month. None of the participants finished his/her assigned hours.



Captain David Terlemezian (third from the left) and Vicki Hebert (second from the right) are pictured with the other members of law enforcement and partner agencies that launched the Community Access to Recovery program in seacoast NH and southern Maine in July 2016.

Capital Improvements Program

Fiscal Years 2016 through 2021

Major Projects – FY2016

Citywide Building Transformer Replacement
 Police Cruiser Replacement Program
 Cardiac Monitor & Defibrillator Replacement
 Staff Vehicle Replacement
 Public Works Heavy Equipment
 General Street Improvements
 General Sidewalk Improvements
 Bridge Improvements
 Drainage System Improvements
 Traffic Calming Improvements
 Traffic Signal Upgrades
 Street Reconstruction: Broadway RR Culvert,
 Keating/Birchwood, Nelson St, Richardson Drive
 Replace Oak Street RR Bridge
 Park Infrastructure Replace/Maintenance
 Public Library Books & Collections
 Water Exploration
 Water Heavy Equipment Replacement
 Water Light Vehicle Replacement
 Water Main Replacement – City Wide
 Water Meter Replacement
 Water Treatment Plant & Well Equipment
 Wellhead Protection
 Water Main Replacement – Keating/Birchwood,
 Nelson Street, Union Street
 Inflow/Infiltration Study/Mitigation
 Pump Station Equipment Replace/Maintenance
 Sewer Heavy Equipment Replacement
 Sewer Light Vehicle Replacement
 Sewer Main Replacements – City Wide
 Pump Station Replacement – Leighton Way
 Pump Station Upgrade – Varney Brook
 Sewer Main – Nelson Street
 Sewer Main – Richardson Drive
 Sewer Main Replacement – Keating/Birchwood

The projects listed above represent the legitimate equipment and infrastructure needs supporting the diverse requirements of our community. I, as City Manager, have proposed a multi-year capital project schedule and developed a financial plan that will support the City's needs by using varied sources of funding that continue our ongoing need to migrate away from the use of debt. This program proposes to sustain a positive trend of including increased regular, recurring capital maintenance within our annual operating budgets including the ongoing funding and use of capital reserves in order to reach more appropriate levels for a community of our size and character. The CIP document/schedule can be viewed on the City of Dover website.

Project Updates

	Last Update	Current Update
Street Improvements	The contractor has begun raising structures in the street.	The contractor has paved many roads and will be starting on Back Rd and Middle the second week of November.

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

	Last Update	Current Update
Newington-Dover NHDOT	A preconstruction meeting was held on September 9 th . Mobilization has started. The contractor has begun clearing and grubbing.	The work has started on the Spaulding turnpike and will progress over the next three years.

	Last Update	Current Update
Bridges	Whittier Street Bridge- all easements have been acquired. The State of NH and FHWA are conducting the final review prior to authorizing the bidding. The General Bridge Repair bids for repairs to the Central Avenue Bridge by First St, Chestnut Street expansion joints and Washington Street bridge water main have been received and are being reviewed.	Whittier Street Bridge – The bid has been awarded to ED Sweet and they will mobilize the second week of November. General Bridge Repair for repairs to the Chestnut Street expansion joints are complete. The Central Ave Bridge by First St will be delayed until the spring of 2017. The watermain work on the Washington Street Bridge by River St will start in mid November.

Waste Water Treatment Plant Facilities Plan	Last Update	Current Update
	Dover and Rochester jointly funded the University of New Hampshire to install and maintain one of the Stormwater Coalition's sondes in the lower Cocheco for the entire 2016 monitoring season (April through December). In addition to the continuous sonde data monitoring, monthly grab samples of river water are collected and analyzed. The work will fill a gap in estuary monitoring network as the Cocheco has never been monitored in this comprehensive way that other parts of the estuary have. Unfortunately, we were not successful in being selected for the NOAA grant. Twelve applicants were interviewed and only 6 received funding. We were all disappointed in not being selected, but the effort and cooperation among the participating partners strongly positions the group to apply for other grant funding opportunities as they become available.	The upgrade construction at the wastewater plant for the past two years is nearing completion. The nitrogen removal process that went online last August performed exceptionally well last fall. During the cold weather the system performance dropped as expected and improved once the warm weather returned. Optimal nitrogen reduction was not achieved in 2016 until late September as ongoing construction needs hampered operating conditions which impacted the nitrogen removal processes. The system is again working a maximum efficiency reducing nitrogen effluent discharged by nearly 80% from levels before the upgrade.
Tolend Landfill Remediation	Last Update	Current Update
	The EPA is preparing a Five Year Review of the Tolend Road Landfill remedy performance that will be issued in 2017. The PRP consultants have been preparing monitoring data specifically collected for the report and will provide the data to EPA for inclusion in the review report.	The remediation system continues to run efficiently with the exception of the excess iron precipitate that periodically needs to be cleaned out of the on-site system piping as well as the sewer force main. The cleaning of the sewer force main by city staff is not always well coordinated with the cleaning of the on-site system which is maintained by a private contractor as city crews are often unavailable due to competing priorities. This lack of coordination has caused the remediation system to be shut down for extended periods of time. In an effort to minimize system downtime we are investigating having the landfill contractor assume responsibility for cleaning the sewer force main.
Richardson Drive	Last Update	Current Update
	Bid documents and plans have been sent to NHDES for approval and adherence to SRF requirements. Project will go out to bid pending NHDES approval.	No update.
Nelson Street Reconstruction	Last Update	Current Update
	Construction work continues. Focus on improvements of water, sewer and drainage.	Construction work continues. Focus on improvements within Nelson Street in preparation of full roadway reconstruction and paving in November.

Leighton Way Pump Station Replacement	Last Update	Current Update
	Tree clearing is complete. Contractor continues to submit shop drawings for approval.	Site work has commenced, including construction of the new force main on Leighton Way. The city will be constructing two new water services to replace existing infrastructure. The Sewer Pump Station is anticipated to come off-line in early November, at which point it will be controlled by a bypass system and will be the responsibility of the contractor for this project, Sherbon Consolidated.

Water Facilities Upgrade	Last Update	Current Update
	The office trailer was set up at Lowell Avenue. Lowell Avenue, Smith Well and Cummings Well have been shut down. The raw line has been run from Calderwood Well to Covered Bridge Lane. The line was tested and passed. The contractor is preparing to pour the footings and foundation at Calderwood Well and Campbell Well.	The Lowell Avenue plant has been demolished. The contractor is in the process of cutting a hole on top of the clear well for access. This is to begin the construction of splitting the clear well. The footings and foundation have been poured at the Calderwood Well and the Campbell Well.

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

Traffic Signal Upgrade	Last Update	Current Update
	Traffic study on Route 108 continues, signal timing is being adjusted and vehicle trip numbers and times are being reviewed.	No Update.

Keating / Birchwood Reconstruction	Last Update	Current Update
	No Update	Design engineering continues to progress. A neighborhood meeting is being scheduled in November. Plans will be submitted to DOT and DES for review and comment.

Recognition

The City of Dover Juvenile Diversion Program was notified that it will be receiving NH State Accreditation in November 2016. This designation comes as a result of the Teen Center Director Steve Pappajohn and Sergeant Mark Collopy completing the application and sending it to the NH Diversion Network Accreditation Committee for review and approval. Achieving accreditation can pave the way toward funding opportunities for diversion related programming.

The Dover Police Department has hired a new dispatcher. Her name is Candace White and she started on October 10, 2016. She comes to the City of Dover from the Rochester Police Department where she had worked for over two years as a public safety dispatcher. She holds an Associate's Degree in Criminal Justice from Hesser College and lives in Nottingham with her husband.



During the month of October, Vicki Hebert was notified that her application to become a Certified Prevention Specialist has been approved. The process includes demonstrated body of work in the prevention field as well as attendance at several mandatory trainings. She now joins Dana Mitchell, the other Certified Prevention Specialist at the Dover Police Department.

The October Planning Magazine, a publication of the American Planning Association distributed nationally, includes an article relating to the increasing prevalence of Form Based Codes and specifically mentions the innovative approach taken by Dover's Planning Board and Planning Department staff. The article notes how our community adapted and revised its context based zoning to encourage character based development downtown, while being responsive to property owner needs. The article also mentions a book (Rural By Design), which featured Dover zoning. The Planning Magazine article and an excerpt from the Rural by Design book are provided at the end of this report.

Professional Development

Several Inspectors attended a one day seminar on the revisions to the recently State adopted 2015 Life Safety Code.

The HR Director and HR Assistant attended a Public Sector Labor and Employment Law Update workshop at the Offices of Sheehan – Phinney on October 20, 2016. This all day workshop included, but was not limited to, recent developments in state and federal labor and employment law, overtime requirements under the FLSA and the new salary threshold, Affordable Care Act updates, and how to navigate ADA reasonable accommodation process.

The Finance Director attended a webinar on ACA (Affordable Care Act) Outreach for State and Local Government employers.

Together with the Treasurer, the Finance Director attended a Bank Fraud Seminar which was held in Manchester, NH.

All sworn officers completed fall skill builder firearms training and TASER practical training during the month of October.

Also during the month, several officers attended recertification for the Intoxilyzer machine. This is the machine that is used to measure breath alcohol during the processing of a DWI arrest.

During the month, there were several personnel related trainings attended by police department personnel. These included Recruiting and Hiring which was attended by Sergeant Collopy, training on the Family Medical Leave act which was attended by Personnel Assistant Ann Clark, along with the Labor and Employment Law update and training on Termination attended by Captain Terlemezian.

On October 23, 2016, Detectives Carlson and Travaglini along with Officer Plummer, each members of the Strafford County Regional Tactical Operations Unit, attended a statewide tactical training.

On October 24, 2016, Officers Harnish, Sullivan, Hurley, and Courter attended training on sexual assault for first responders. This training was put on by the Strafford County Attorney's Office.

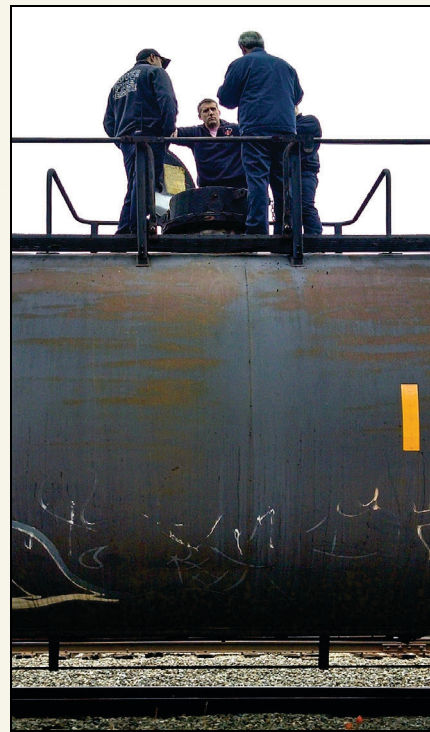
Dispatcher Laura Kintz attended weeklong public safety dispatcher training from October 31 until November 4, 2016.

Officers Harnish and Collis attended Close Quarter Long Gun Operator training on October 28, 2016.

The Assistant City Manager began taking classes as part of the Certified Public Managers program offered by the State of New Hampshire. This program is designed to educate managers and supervisors on management techniques and policies. The coursework for October included Communications, Leadership and Performance Management.

The Community Development Planner attended the National Community Development Association Region 1 conference held in Portland Maine. The conference included a HUD update from the Region 1 Director and best practices workshops.

October saw many training sessions occurring for the various members of Fire & Rescue with a few highlights noted here. The training presentations by staff from SEA3 and Pan AM Railways continued on the Sea3 Propane Import facility in Newington where propane is moved between Ships, Rail Cars, Transport Trucks, and the Storage Tank system that is in place there – as a result of Sea3’s expansion project. Refer back to the September City Managers report to read the history of how these trainings came about. In addition to the classroom presentation, there was also a hands-on component in the railroad yard off of Oak Street, where crews talked with industry specialists and went over the construction and safety systems on propane tank cars and on propane tank trucks. These photos below show a small amount of what this training entailed. In the first photo, crews are reviewing the bearing assemblies of the railroad trucks and how they can overheat and cause fires along the railroad tracks themselves. In the second, crews are reviewing the valving and leak points in the transfer dome on the top of the railroad tank car.



In the third photo on the previous page, crews are reviewing the tank truck pump assembly and emergency shut off locations. It is interesting to note history wise, that a loaded propane rail tank car derailed and traveled down an embankment near Chestnut Street back in the mid-1970s and around the year 2000, a loaded propane tank truck like the one pictured above, rolled over on the exit 6 off ramp of the Spaulding Turnpike while attempting to head west on Route 4 toward Durham. That tank truck had just been filled at the Sea3 facility in Newington! Dover Fire and Rescue greatly appreciates the industry specialists that visited and the logistics of arranging for propane railcars and tank trucks for these classes that were delivered to the four shifts.

Another training initiative worth noting that occurred in October was the specialty training in heavy lifting techniques by outside instructor Mike Clark. This day long training for each of the four shifts started with a classroom review, which then moved to the Community Services facility on Mast Road for the practical skills portion. This training focused on care, maintenance, and safe lifting techniques with the department's airbag lifting system. In addition to the important lifting techniques, cribbing techniques were reviewed and practiced. Picture a construction accident where part of a wall of a building or piece of construction equipment has fallen trapping a person. As the airbags are used to lift the item either off of or away from the person, a cribbing support structure is built underneath to secure the load preventing it from falling back on the person. Not only does this practice make the area safe for the injured person, but it makes the area safe for our crews to then render medical care properly. With a fair amount of employee turnover in recent years due to retirements and coupled with other training priorities, this is one of those skill sets that needed to be revisited department wide. Mike Clark was chosen as the instructor because of his extensive time on the MA-TF1 USAR 1 and because of his availability through the New Hampshire Fire Academy. MA-TF1 stands for Massachusetts Task Force One which is one of the 27 FEMA coordinated/nationally supported Urban Search and Rescue Task Forces that are spread out all across this country and called upon during hurricanes, earthquakes and other disasters to assist with highly technical rescue needs. Most of the members of these teams are comprised of firefighters from normal departments just like Dover and in fact, Dover Fire and Rescue Shift Captain Chris Jacques is a MA-TF1 member. Each member in addition to extensive technical rescue training in many areas normally brings to the team a specialty. Mike Clark specialty is heavy lifting, whereas Chris Jacques' specialty is air monitoring and atmospheric metering equipment in relation to the discipline of hazardous materials mitigation. In the first photos on the next page, the shift is shown lifting a concrete structure used by Community Services while the second photo is a close up of the lifting equipment. Believe it or not, those lifting bags are filled by air from the firefighter's breathing air tanks used on the self-contained breathing apparatus or SCBA, and are rated to lift over 10 tons in many cases.

The third photo shows Instructor Mike Clark showing his faith in the lifting job and cribbing job. It also illustrates how firefighters would access someone injured under a structure such as this that shifted during construction unexpectedly.



For more information on this national asset, go to <https://www.fema.gov/task-force-locations> and <http://www.matf.org/matfsite/Deployments.html> . The lifting airbags and cribbing are carried on the vehicle that is called Squad 14 along with many other specialized systems and tools.

In addition to the above-mentioned trainings, approximately half of the department's firefighter paramedics have been attending refresher modules this month that are a requirement to stay certified nationally as a paramedic and licensed to practice by the State of New Hampshire. Recertification and licensing is a requirement every two years with approximately one half of the workforce due on each respective year. Included in these requirements is mandatory recertification in what is called ACLS or advanced cardiac life support and PALS which is pediatric advanced life support. For more information on this, visit:

http://cpr.heart.org/AHAECC/CPRECC/Training/HealthcareProfessional/AdvancedCardiovascularLifeSupportACLS/UCM_475719_ACLS---Instructor-Led-Training.jsp:

Library staff attended webinars on "Secrets to Creating a WOW-Worthy Website", "Hot New Graphic Novels", "Breathing Life into Print Reference", and "How Your Library Can Support the Aging Community in the 21st Century". Three staff members attending the NELA (New England Library Association) annual conference in Danvers, MA. Fourteen library staffers underwent seven hours of training and written testing from the Passport division of the U.S. Department of State in preparation for the Dover Public Library becoming certified as a Passport Acceptance Facility by the end of the year.

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

- The City Manager provided links to the Council pertaining to the ongoing development of the Stewardship of Resources chapter of the Master Plan.
- The City Manager advised the Council that time was included in the next meeting to continue a review of the proposed CIP.
- The City Manager advised the Council that a recent magazine included an article relating to the increasing prevalence of Form Based Codes and specifically mentioned the innovative approach taken by our Planning Board and Planning Department staff.
- The City Council received a draft of an emergency water shortage ordinance to review, from the City Manager.
- The Manager advised the City Council that during the recent heavy rains, storm drains were blocked by leaves which caused water to flood the boiler area of the indoor pool. The area has been cleared however it will take up to two days to complete repairs.
- The City Manager advised the council that Dover received payment from the State of NH in the amount of \$1,404,881 as full settlement of the education adequacy lawsuit.
- The City Council received back up information from the City Manager which was the information Rec Director Bannon handed out while attending a Fish and Game hearing concerning regulating hunting on Willand Pond.
- The City Manager forwarded a copy of the updated Local Emergency Operations Plan (LEOP) for the City of Dover to the Council.
- The City Manager advised the Council that there would be time to further review the CIP and asked
- In addition to the above updates to the City Council, the City Manager provided follow up and responses to individuals where the City Manager as included in the initial correspondence.

FY2017
Total Tax Rate: \$26.29
City Tax Rate
\$10.40
Local School Tax Rate
\$10.59
State Education Tax Rate
\$2.39
County Tax Rate
\$2.91

Tax Year
April 1 to March 31
Taxes due in
December & June

Sponsored by the Healthcare Committee is the "Healthy Selfie Challenge" from October 17th to November 18th. Employees are encouraged to snap a photo doing something healthy and submit the photo the Human Resources Department. All participants that submit a picture by November 18th will be entered into a raffle to win a prize. Results from that Challenge will be shared next month.

The Healthcare Committee sponsored a voluntary “Poker Walk” on October 26th. There were seventeen (17) participants. Participants could walk a 1 ½ or 2 mile loop with several stations to stop at and pick a card to add to their poker hand. Prizes were awarded for the best hand, worst hand, and two names were pulled from the remaining participants to also receive a prize for participating. Prize winners were Kevin Madden, Finance Department, with a pair of 9’s as best hand; Vicki Blackden, Finance Department, with Jack high as the worst hand; and the two raffle names pulled were Gary Bannon, Recreation Department and Kathleen Meyers, IT Department. Pictured right, members of the Planning and Finance Department are shown participating in the Polker walk.



The Finance Director met with Finance Directors from Rochester and Somersworth to discuss cooperative bidding for Assessing Services.

Information Technology personnel have begun weekly meetings relative to Time Clock Plus. Time Clock Plus is a method for employees to clock-in and clock-out for the day. The Community Services Department is the pilot for this application.

IT personnel ordered and configured ten (10) iPad tablets for Fire & Rescue. Ipads are replacing older Samsung Android tablets for use in emergency vehicles (trucks, ambulances, chiefs’ cars). Fire & Rescue has found that the primary application they want to use, Public Eye, performs much better on Apple iOS.

IT personnel have been coordinating the move of various communications systems for the Parking Division, from the basement of City Hall to the first floor.

Planning and Community Development staff continued to refine a template for Strategic Plans which each department is developing for review by the City Manager. Planning staff is acting as consultants for the various departments as they look at their strengths, and weaknesses in developing issues and challenges facing their department and the City in the years to come. These plans will be used to develop budget priorities and operation directions for the departments and will be key to continuing the efficiency and effectiveness of service delivery in the Community.

Parking:

At their October meeting, the Parking Commission voted to recommend that the Chestnut Street parking lot be metered once the Third Street lot is closed for construction. They also recommended that permits be made available for Fourth Street, between Central Avenue and Chestnut Street, to provide an option for displaced Third Street lot permit holders. Lastly, they continued their review of the parking program for the FY18 budget and will make final recommendations their November meeting.

The funding for the Arts Commission project to design and create five distinct designs to help patrons recall which floor they are on in the parking garage while also adding color and interesting designs, has been finalized. Youth from the Dover Housing Authority after school program will begin to work with the artist in creating the mosaics.

The use of the Parking Bureau's online violation payment program continues to be strong with an average of 45 violations paid each week. This was highly valuable to staff during the transition of the physical location of the Parking Bureau from the former police station to across the hall from the City Clerk's office.



Pictured left is the sign that has been placed outside of the former police station directing customers to the temporary location of the Parking Bureau.

Meter activity continues to be up significantly over the same period last year. Since the addition of the parking garage, on-street spaces have opened up for customers and resulted in a nearly 10% increase. That equates to 800 additional users per week.

Traffic

Sgt. Speidel coordinated traffic control for the Greater Dover Chamber of Commerce's annual Apple Harvest Day festival on October 1 and the Trick or Trot 5K event benefitting the Dover Soccer Association on October 30. Coordination for these events included the advance deployment of barricades and signs to facilitate temporary parking restrictions, traffic diversions, and safe traffic flow, and the assignment of police officers to key intersections to manage the heavy flow of traffic.

The Speed Monitoring and Awareness RADAR trailer was deployed in several different locations during the month of October. These included Gulf Road, Old Rochester Road, Watson Road, Piscataqua Road and Central Avenue.

Sgt. Speidel performed a total of 8 child passenger seat inspections during the month of October. Each safety check takes approximately 30 to 60 minutes and involves a review of child restraint systems in the caregiver's vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the age group. Sgt. Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the police department provides this service free of charge.

On October 4, Officer Lazos helped facilitate the course of instruction for the Citizens Police Academy on the topic of patrol response, tactics, and motor vehicle stops. October 18, Sgt. Speidel helped facilitate the course of instruction for the Citizens Police Academy on the topic of law enforcement use of force. Sgt. Speidel is a trained operator on the force option simulator located at the Rochester Police Department.

The Traffic Bureau worked closely with Unifit's natural gas subcontractor, NEUCO, and with Pike Industries to coordinate parking restrictions and traffic detours to accommodate road work and paving during the month of October, particularly in the areas of Lexington Street, Main Street, Central Avenue and Portland Avenue.

The Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or other traffic control particulars for the following events during the month of October:

Gundalow Piscataqua visit to Henry Law Park, October 5-7

Woodman Museum Waterfront Revealed event, October 8-9

Private gathering on Fourth Street, October 9

Dover Parents Music Club (DHS) Marching Band Show, Oct. 15

Dover area Religious Leaders Association Crop Walk for Hunger, Oct. 16

Relay for Life road roll fundraiser for American Cancer Society, October 22

Funeral services at Wiggin Purdy funeral home and Dover Baptist Church October 26-27

American Cancer Society Making Strides Against Breast Cancer walk, Oct. 30

Horne Street School Halloween Parade, October 28

Traffic Accident Investigation Team:

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

Progression & Growth

Fire & Rescue Inspection Services:

Inspection Services continues to be very busy! A total count of inspections conducted and permits issued is 533. Here is the Inspection Services activity breakdown for October:

Inspections - Life Safety	53	Inspections - Plumbing/Mechanical	126	Inspections - Woodstove/Fireplace	03
Inspections - Business	10	Inspections - Blasting	0	Permits Issued - Blasting	01
Inspections - Sprinkler/Alarm	08	Inspections - Health	35	Permits Issued - Building	37
Inspections - Building	115	Inspections - School / Daycare	23	Permits Issued - Certificate of Occupancy	14
Inspections - Electrical	106	Inspections - Oil Burner	02		

Construction of the new High School is ongoing. Renovations continue at the Mill Buildings.

Construction and Inspections continue at Pointe Place, Silver Square and Bill Dube's new dealership.

The trend for roof top mounted solar systems continues with 7 building and electrical permits issued. The solar field on Littleworth Road is at substantial completion.

Construction for new structures for the water department on Glenhill Road is ongoing. Health inspector performed inspections on Apple Harvest Day.

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

Continuing from last month when Fire/Rescue and Inspection Services mentioned that interviews were held for the open Building Inspector position Fire/Rescue and Inspection Services are pleased to announce that Corey Ryder has accepted the position and starts November 1st. Corey leaves Wolfeboro, NH after several years as that community's sole inspector covering all disciplines. Look for the full introduction to Corey in next month's report!

In addition to that and other Inspection Activity mentioned, a highlight to mention is a number of staff hours were put into working collaboratively with Community Services on some questions raised recently by a developer believing they had been overcharged multiple times for sewer and water impact fees. As it looks currently, that perception isn't fully panning out with some misunderstandings on how the fees are calculated, though this issue is still in progress. A final resolution is expected in November. One by-product that came from this discussion is improved communications between Inspection Services, Community Services, and the Planning Department over impact fees in general.



In October, the Energy Commission continued its progress in drafting a replacement for the 2008 Energy Action Plan, intended to become an annual report. Although the Commission pursued a relationship with the Career Technical Center to implement the EPA Energy Star Portfolio Manager, the CTC found the project incompatible with their curriculum. As one of the Energy Commission members is a UNH undergrad, he will pursue the possibility of offering an internship position for the project through the University.

The City Planner continues to be a member of the State of New Hampshire Coastal Risks and Hazards Legislative Committee to review climate issues relative to the Great Bay and Seacoast NH areas. He attended a meeting of the Commission on October 21st to review and approve the final report that will be submitted to the Legislature.

Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. City Planner Bird prepared for a CWDAC meeting on October 18th, but the meeting could not be held due to the lack of a quorum. City Planner Bird prepared for and held meetings of the CWDAC Park Sub-committee on October 12th and 25th to plan for park improvements. Staff attended a pre-permitting meeting on October 21st with State permitting agencies and our consultants to discuss the preferred location for the paddle sports dock.

Planning and Community Development staff continued to work with the potential purchaser of the Third Street parking lot. The work was to review the architecture and massing of the building proposed for the site, as well as land and streetscape improvements integration of the site into the larger downtown community was reviewed. The City Council approved the terms of the sale in September and authorized the City Manager to negotiate a final purchase and sales agreement with the developer.

Staff continued to support the Stewardship Committee who met in October to continue the development of the new Stewardship of Resources Chapter of the Master Plan. The drafting of the chapter is underway with the guidance of the Steering Committee. The chapter is expected to be completed late in 2016 with Planning Board review and approval in early 2017.

Planning and Community Development staff completed its review and presented the City Manager's Capital Improvements Program (CIP) to the City Council and Planning Board, in a joint session. Following that session, the CIP was reviewed and approved by the Planning Board in October, and forwarded to the City Council for approval.

Community Development Block Grant applications material were made available for the next funding cycle. Applications are due in November with the Planning Board scheduled to begin the review process in January.

Planning and Community Development staff held two workshops for potential CDBG applicants to review the submission requirements and timelines.

Planning and Community Development staff performed CDBG related monitoring of the McConnell Center HVAC project located in the space occupied by the Dover Children's Center. The project was completed in October

In October, the Zoning Administrator addressed enforcement issues regarding political advertising, motor vehicle junkyards/junkyards, temporary signs, and a violation of site plan approval (light trespass), wetland protection and conservation district violations, development in the floodplain, reviewed permits for signs, accessory dwelling units, and lot restorations, and responded to various inquiries into land use and dimensional regulations.

Planning and Community Development staff developed a rezoning analysis report regarding 447 Sixth Street for the Planning Board and the City Council. This project was prompted by a project Planning and Economic Development staff are working on to look at various areas of the City to rezone to increase commercially zoned property.

Planning Board

At their October 11 meeting, the Planning Board approved a Minor Lot Line Adjustment for the City of Dover and Franklin Torr (Owners: City of Dover, and Franklin and Ann Torr), Assessor's Map M, Lots 47B & 47C, zoned R-12, located at Gerrish Road. *(P16-28)

At their October 11 meeting, the Planning Board held a public hearing on the City's proposed Capital Improvements (CIP) FY 2018-2023. The CIP was approved on October 26.

At their October 11 meeting, the Planning Board heard a CDBG Program Update from Community Development Planner Dave Carpenter.

At their October 11 meeting, the Planning Board reviewed and later approved (October 25) a Site Review for Summit Land Development, Assessor's Map 15, Lot 4, zoned B-5, located at 14 Central Avenue. (Proposal is to construct a 13,300 s.f. commercial building and a 3,000 s.f. drive-up restaurant with 69 parking spaces within the 51,200 s.f. paved area.) *(P16-24)

Zoning Board

At its October meeting, the Zoning Board approved three variance requests:

Owner Heirs of Rae Ann Wood and Applicant Wolcott Holdings, LLC, 18 & 24 Garrison Road (Tax Map I, Lots 73 and 73-A), located in the RM-SU district, were granted a variance from Section 170-11(B) to permit, after a lot merger, the addition of six dwelling units (three townhouse duplexes) to the existing two single-family homes on 85,023 square feet, where single-family dwellings require 20,000 square feet of lot area and multi-family dwellings are only permitted with 10,000 square feet of lot area per unit. A condition of approval is that the single-family dwellings can never be converted to duplexes or add accessory dwelling units.

Owner Cocheco Mill Holdings, LLC, Main Street (Tax Map 2, Lot 37-A), located in the CDB – General Sub-District, were granted a variance from Section 170-32.A to permit an existing freestanding sign to be completely replaced, where freestanding signs are not permitted and may only be replaced if the support structure remains.

Owner Cocheco Mill Holdings, LLC, Main Street (Tax Map 3, Lot 66), located in the CDB – General Sub-District, were granted a variance from Section 170-32.A and 170-32.C(1) to permit a freestanding sign where they are not permitted and where signs are required to be located on the premises to which they relate, lot 66 being a courtyard abutting and under the same ownership as the mill building. Two conditions of approval: If the lot is ever conveyed separately from the mill building lot(s), the sign shall be removed, and the sign may only be replaced with one of the same dimensions as proposed.

Technical Review Committee

The Technical Review Committee met on October 6 to review the plan for Summit Land Development, LLC (Owner: Double Diamond Holdings South, LLC), Assessor's Map 15, Lot 21-22, zoned I-1, located at 279 Locust Street. (9,930 sq. ft. parking area expansion) (P16-29)

TRC review for 10 Progress Dr., LLC (Owner: Joseph E. Vitko, Jr.), Assessor's Map H, Lot 36-5, zoned I-2, located at 10 Progress Drive. (14,364 sq. ft. reconstruction of parking area) (P16-30)

Conservation Commission

At its regular meeting on October 11th, the Conservation Commission voted to recommend approval of a NHDES Wetlands Permit. Tina Sawtelle at 476 Sixth Street to install a geothermal loop system in a manmade pond and held a public hearing before approving an expenditure from the Conservation Fund to purchase a conservation easement at 201 Tolend Road and 23 Pacific Drive.

Community Trail Committee

The Community Trail Advisory Committee met on October 18 and discussed the TAP funded expansion project, recapped Apple Harvest Day, had a discussion with Katie MacKinnon from the Chamber of Commerce about branding the trail, had a review of the RSA 91-A Right to know law and other general business.

Housing Standards Board

Did not meet.

Energy Commission

At its regular meeting October 19, the Commission heard staff updates on the solar photovoltaic project, Stewardship Chapter of the Master Plan, C-PACE, the EPA Energy Star Portfolio Manager, and Capital Improvements Plan public hearings. The group reviewed draft sections of a new Energy Action Plan/Report.

Open Lands Committee

City Planner Bird attended a meeting of the Open Lands Committee on October 27th to provide support to the committee, including discussion about easement monitoring and a pending conservation easement project.

Downtown Dover TIF Advisory Board

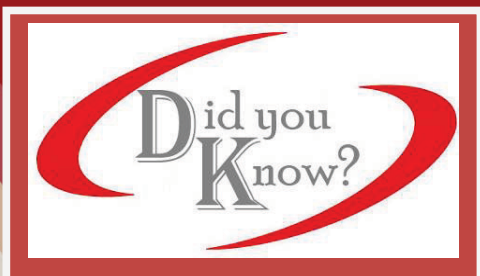
Did not meet.

Heritage Commission

Did not meet.

Transportation Advisory Committee

Did not meet.



Did you know that each year, a new Christmas tree is raised at Henry Law Park, signaling the beginning of the winter holiday season in Dover?

The City of Dover is seeking this season's tree, and is asking area residents to consider donating the perfect candidate, already growing in your backyard.

A Crack in the Code?

The hoped-for cure for use-based zoning ills hasn't quite taken off. But form-based coding's emphasis on form has had a big impact on modern zoning.

By Alan Mammoser, AICP



If form-based coding is going to lead a long hoped-for revolution in community planning, it has a way to go. It came on the scene more than a decade ago when adherents promoted it as a completely new planning and regulatory system, one cleansed of the sins of Euclidean zoning.

It promised to open a high road to successful, high-quality placemaking. Now, according to a collaborative study led by Hazel Borys of PlaceMakers LLC, there are just over 600 form-based codes adopted or in progress. In other words, just about three percent of the 20,000 municipalities in the U.S. have one.

So what happened? Adoption of form-based codes has been slow going and the results have been mixed. Some form-based codes have shown success while others have not fulfilled their communities' expectations.

A common objection is the cost — or perceived cost — to develop a form-based code, a process that could mean hiring a team of specialized consultants. Another, related to this, is the perception that a form-based code requires extensive community planning workshops or charrettes. Yet another is that communities fear losing control over approvals, since form-based codes are often praised for allowing easier administrative approval of development applications.

And then there's the term itself. Its meaning is opaque to nonplanners, and among practitioners the phrase "form-based code" is often felt to be ambiguous. According to the Form-Based Codes Institute, they are regulatory (not advisory) codes primarily concerned with urban form rather than land use, with form standards keyed to specific places on a "regulating plan." Their purpose is to shape public space. Yet many dispute the idea that they offer a complete solution to the problem of achieving good urban form. (For more on identifying and evaluating form-based codes, go to formbasedcodes.org/identifying-evaluating.)

Nevertheless, the form-based code movement has been part of a larger flow in the planning profession, a rising wave in professional practice that embraces urban form as a counter to formless sprawl.

Form — which is to say, good urban form — has become an increasingly prevalent concern in development regulation, and is now coming into zoning codes in many interesting ways. But one size indeed does not fit all, and planners are striving to find regulatory approaches that fit their communities' specific needs.

The importance of form in modern zoning regulations is not in question, but will the term "form-based code" remain relevant for much longer?

Back and forth on form-based codes

Randall Arendt wrote of a proliferation of approaches to achieve better form, in an article for Planning last year ("Simplify that Code!" June, 2015: www.planning.org/planning/2015/jun/simplifythatcode.htm). A common concern, which Arendt addressed in his article, is the complexity and cost of the coding process. He became more aware of this while serving on a form-based code award jury, where he saw "codes running 250 to 350 pages and often costing hundreds of thousands of dollars," he wrote. Indeed, form-based coding is often associated with lengthy planning and public participation processes and expensive consultant fees.

So Arendt looked at several towns' lower-cost efforts to achieve good urban form on their main streets and elsewhere. Some created pared-down form-based codes for very reasonable cost. Others were hesitant about form-based coding but found ways to achieve better form through the addition of a few basic design standards to their zoning: maximum front setbacks in downtowns, minimum heights in key places, limited block lengths, reduced on-site parking requirements, and a broader mix of permitted uses in blocks and buildings.

"What's missing from this is the planning part of it," says Bill Spikowski, FAICP, of Arendt's short list of standards. Spikowski is a planning consultant and emeritus board member of the Form-Based Codes Institute. "Where should the buildings be? It's the planning that makes the difference, and that's why planning has always been a fundamental part of form-based coding."

Spikowski acknowledges that it's an expensive endeavor, and that Arendt's review of incremental measures is helpful for communities. Still, in regard to cost, he says that practitioners working in form-based codes aren't "larding the budget; we're trying to get to an informed public behind a plan."

"It's the combination of public process and detailed design work that drives up the cost," says Joel Russell, a planning consultant and former executive director of the Form-Based Codes Institute. He's weary of a doctrinaire approach that requires extensive public participation linked to intensive design work. He likes Arendt's examples, and in fact worked on one of them — the creation of two adjacent form-based codes in neighborhoods of Beacon, New York (pop. 14,347).

One of the coded areas, encompassing the main street, has no regulating plan. While a regulating plan that replaces a use-based zoning map is considered by some to be an indispensable component of a form-based code, Russell says that for Beacon they were able to make good progress on form without it. "We didn't need it," he says, "because the area already has good 'bones' and the street system is fine." The other area, however, will eventually need a regulating plan — mostly to fix its street network, he says.

Russell questions other aspects of generally accepted form-based code orthodoxy, such as their much-vaunted capability to improve the development approval process. "There's a lot of room for things to go wrong, with a form-based code as with any other kind of code," he says. "A code is only as good as the willingness of a community to stand by it, to enforce it." While remaining a strong advocate, Russell

While remaining a strong advocate, Russell takes exception even with the name. "I think the term 'form-based code' scares people," he says. "'Form-based' is such an abstract label that people read their worst fears into it. It evokes fear of high consultant fees, fear that it will favor one's opponents in contentious development issues, and just the plain old fear that adopting a type of document whose name one doesn't understand will cause confusion, delay, paralysis, and worse."

Despite his qualms, Russell sees good work occurring with form-based codes — and with efforts to get urban form principles embodied in more conventional codes. "The point is that form is entering widely into regulatory codes, and nearly all communities are taking it seriously," he says.

Taking a crack at code reform

“PlaceMakers has counted 600-plus form-based codes, and of these, how many are effective?” asks Lynn Richards, president and CEO of the Congress for the New Urbanism. “There are issues with form-based codes. There’s no silver bullet.”

“Look, there are a number of coding practices in the United States today,” she says. “There are different varieties of Euclidean codes, form-based codes, hybrid codes, and other special types of codes.” CNU, she says, doesn’t advocate for any one of these. “Instead we want to enable a streamlined regulatory environment that fosters the development of great places, using all the tools in the toolbox.”

Richards’s nondoctrinaire, inclusive approach led CNU to embrace a new effort called the Project for Code Reform. It will likely begin with a workshop this fall, initiated by Jim Tischler, FAICP, who is Michigan’s community development policy director. The Michigan workshop will bring representatives of local governments together with coders of different disciplines. “It’s a hands-on approach with no preconceived solutions to creating the right regulations for different communities,” says Richards.

Dan Slone, an attorney and a Congress for the New Urbanism board member, emphasizes the value of engaging different planning perspectives in the nascent project. “We want to broaden the toolkit and neutralize the tools by avoiding dogmatic statements,” he says. “And we want to understand what communities are doing now, not as a desired end state, but as a beginning to building better places.”

Communities take control to lower cost

One community with a “pared-down” code mentioned in Arendt’s article is Dover, New Hampshire (pop. 30,880). Steve Whitman, AICP, principal of Resilience Planning & Design, based in Plymouth, New Hampshire, worked closely with Dover Assistant City Manager Chris Parker, AICP, who oversees planning and development, on codes for several areas of the city beginning with the central business district. In crafting the code, the city sought to preserve the good urban character of its center and avoid single-story minimalls.

It took just a year to survey assets and needs, interview stakeholders, hold a design charrette, and draft the code, says Whitman. The new code, adopted in 2009, incorporates strong form elements, including a shift from set-back minimums to build-to lines, and from a focus on use to building size, placement, and massing. A two-story minimum and requirement to put parking behind or on the side of buildings mitigate the potential damage caused by strip malls.

“The central business district code does not have a full-blown regulating plan,” says Whitman. “But it features core elements of a form-based code woven into the existing zoning ordinance.” Parker has been pleased with the results. He points to nine project approvals and five completed projects, four of them multistory, mixed-use buildings. “The code has allowed the community to embrace character-based and context-based zoning,” he says. “But we had to drop the term ‘form-based code,’ because it was not something that property owners understood, it didn’t resonate.” Instead, the community used the term “context-sensitive zoning” when it amended the zoning code in 2010.

Parker also appreciates the formula of a consultant working closely with a staff planner. “We dedicated the resources of in-house and in-kind work to offset the limited resources we had available,” he says, noting that the planning department’s involvement left staff well prepared to

administer the code. Whitman benefited from the experience, expanding his practice by developing a streamlined process for coding small to mid-size New England towns.

An activist's overlay

Sandy Sorlien has been working in the realm of form-based codes for years. As the principal of Smartcode Local, she is closely involved in ongoing updates of the SmartCode form-based code template and she helps show communities how to use it. (The SmartCode is a model code based on “transect zones” that specify gradations of urban intensity and regulate appropriate character.)

Recently, Sorlien found herself in a grassroots rezoning effort to conserve the character of her own neighborhood in Philadelphia.

The Philadelphia City Planning Commission worked with a consulting team led by Clarion Associates in a major zoning code overhaul that consolidated base zoning and overlay districts, incorporated improvements in form and design controls, and created a shorter, improved list of permitted uses. The new code became effective in 2012. (The commission won the National Planning Excellence Award for a Planning Agency from APA in 2015: www.planning.org/planning/2016/apr/planningagency.)

Since then, Sorlien has been impressed with the results. “There are good form elements in the new Philadelphia code, for sure,” says Sorlien, who had years earlier been invited to talk to the planning commission about how form-based codes work. “It has much more form control and more helpful graphics than the old code.” She’s seen excellent infill development, traditional in form though not necessarily in style, in near-in neighborhoods such as Northern Liberties and Fishtown.

But she also saw that the code’s focus on form mostly concerned the central area, and was not sufficiently protecting her northwest Roxborough neighborhood. New town houses were being built with driveways and garage fronts, breaking up the traditional city environment. “The zoning was disconnected from the reality of a walkable block,” she says. “New development was becoming more and more auto-oriented, which can happen lot by lot until whole blocks are ruined.”

She worked with her neighborhood association, and over the course of two years, they were able to create two Neighborhood Conservation Overlays that were successfully added to the zoning code. Sorlien calls them “lean overlays,” each just a page and a half with map, intent, and a few key standards. They address frontage to control garage placement, limit curb cuts, and try to ensure the survival of a signature Philadelphia form — the front stoop.

Despite positive developments in Philadelphia, Sorlien says she would prefer a citywide application of the SmartCode, as occurred in Miami. “Overlays are like a stopgap,” she says. “With transect zones (as applied by the SmartCode template) zoning occurs in terms of human habitat and character, and there can be different habitats in an area, which can evolve gradually to higher density. It’s quite fine grain.”

Like Russell, she is a form-based code advocate who thinks there is a problem with the term. “In my work, I talk about ‘type’ and ‘character’, and I talk about the form of buildings and their frontages,” she says. “But I hesitate to use the term ‘form-based code,’ because I find that phrase to be confusing.”

Use and form: separate but equal

“It’s all semantics,” says Lee Einsweiler, principal of Code Studio in Austin, Texas, expressing his skepticism with arguments that there are only a few set ways to foster good urban form.

“There have been elements of form in zoning since the beginning, since New York in 1916.”

Einsweiler’s firm is leading the re:code LA project, an initiative to rewrite the Los Angeles’s zoning code for the first time since 1946. The new code will need the capacity to efficiently handle dozens of approvals annually in some districts. “The challenge is to create what we call ‘straight zoning,’” he says, referring to an effort to create a zoning tool kit for an immense area that can be managed at staff level.

They’re bringing form elements strongly into the new code. “We’re putting form on a par with use, much more consistently than in the current zoning,” says Tom Rothmann, principal city planner with the Los Angeles Department of City Planning. “We’ll also be dealing with use very much in the new code,” he adds. “Both form and use will receive much better treatment than in the current code, where we use a lot of overlays, special districts, and other tricks to fine-tune the zoning.”

Their approach is to separate form and use in the new code, employing what Einsweiler calls “a very bright line” between use and form standards. “The form pieces are envelope-like, avoiding architectural style prescriptions,” Einsweiler explains. “But they deal with mass, bulk, and frontages. They tell how buildings relate to the street with setback and height, and frontage for some details, in a way that can achieve good results across the city.”

The proposed zoning system will mix and match form and use elements or “packages” through a rezoning process. Rezoning will occur citywide, led by staff planners after the new code is adopted. The mix-and-match system, with a streamlined use table, will give planners a broad palette to work with, whether they’re planning for areas around new Metro stations or working in the vast swathes of single-family residential districts that cover half the city’s area. Planners will work with communities in the city’s 35 planning areas, suggesting appropriate combinations of form and use in each area for city council approval.

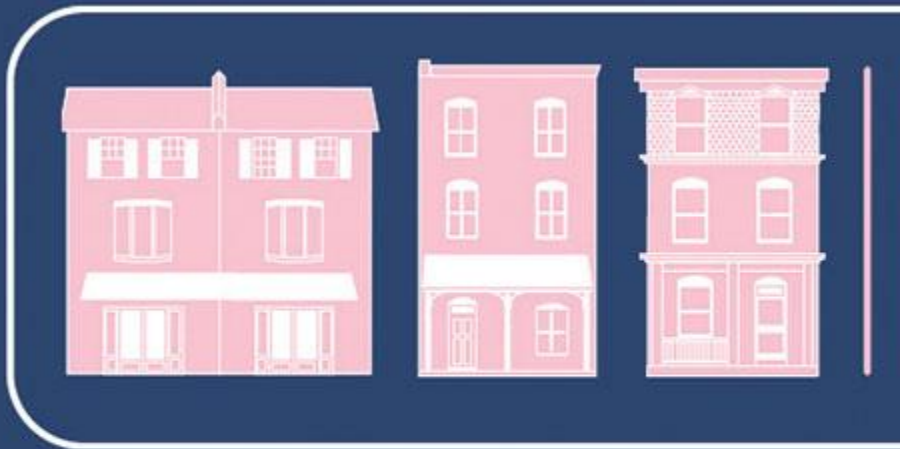
“The new system will give them premade elements to choose from, so they can focus on all the right things, whether on use or on form, according to community needs,” says Einsweiler.

“We’re excited about it as a framework.”

As part of re:code LA, Einsweiler’s team has been working closely with the city’s planners on a concurrent remapping effort of two downtown districts. In these, he sees a need for perhaps 26 form districts and 20 use districts, with just over 40 combinations of these needed for the downtown area. It’s greatly reduced from the 129 zones in the base zoning and overlays there now.

Neighborhood Conservation Kit

PHOTOGRAPHY SURVEY GUIDE



Purpose:

The Philadelphia City Planning Commission is conducting a Neighborhood Conservation Overlay (NCO) survey. The survey involves photographing properties under the NCO. This survey is used when a property is under the NCO. Planning staff will use the photographs to assess the context of the new development. The survey is used to shoot and label the images consistently. The survey is used for **Trainers**, **Surveyors**, and **Organizers**.

The NCK project won a 2015 Knight Cities Challenge award to create templates and teach residents to create their own Neighborhood Conservation Overlays, which are short, locally calibrated additions to the Philadelphia Zoning Code. The purpose is to protect local character and walkability.



Neighborhood Conservation Kit interns hired through the Knight grant head off for Urban Survey training.



Suburban-style front-loading garages and parking pads don't suit neighborhoods used to stoops, porches, or gardens.



One of the first projects that complies with an NCO in Philadelphia's Ridge Park neighborhood.

A code by any other name . . .

Clearly, zoning and coding today is a discipline in flux, with practitioners working out different ways to embrace a common concern for form. As more codes of different type show success in guiding good urban form, it may be that the need for a phrase such as “form-based code” will fade. A range of regulatory approaches, fit to the specific needs of diverse communities, will encompass form as common practice.

Joel Russell sees a powerful trend in this direction. “A lot of form principles are being gradually integrated into standard practice,” he says, including code revisions.

In retrospect, Bill Spikowski believes that the idea that formbased coding would become dominant practice was never realistic. “Form-based coding remains a movement limited to a small number of places, which have the money for it, and have the economy for expected development,” he says. “But where it has occurred, the results on the ground have been very good,” he adds.

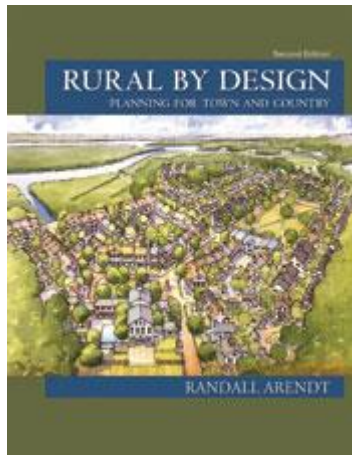
Alan Mammoser is a Chicago-based writer and regional planner.

Simplify That Code!

Drawing from the new edition of his book, *Rural by Design*, an experienced observer of rural and small town design reports that "lighter" form-based codes and design standards are being used to great effect.

By Randall Arendt, FRTPI

Form-based codes are succeeding in a growing number of communities. Take the Nashville region, for example.



Many streetscapes there have markedly improved, and property values have increased by 115 percent (versus only 33 percent countywide between 2005 and 2013) where FBCs have been applied, particularly in downtown locations and along highway corridors ripe for redevelopment, according to Rick Bernhardt, FAICP, executive director of the Metropolitan Nashville-Davidson County Planning Department. This large department has also trained its staff to write FBCs in-house for about 25 neighborhoods, tailoring each FBC to the needs of each locality and saving on the cost of consultants.

Although there is little doubt that FBCs have helped many metro areas and cities provide much-needed structure and physical form to new development and redevelopment, there is also a need for a larger number and greater variety of communities to achieve these kinds of results without spending small fortunes or creating long and detailed regulations. After serving as a juror on a recent award panel to select the best FBCs of the preceding year, I saw that codes running 250 to 350 pages, and often costing hundreds of thousands of dollars, are not uncommon. Such codes are unlikely to meet the needs of smaller cities and towns with modest budgets and limited staff.

Peter Katz, a cofounder of the Form-Based Codes Institute, is concerned that FBCs may have a hard time gaining wide acceptance. He notes that FBCs and the best practices with which they are associated, such as high-quality urban design and charrettes, are perceived as too costly by many communities. He points out that adopting FBCs generally requires strong political leadership, highly skilled planning staff, and broad stakeholder support. To that one might add the multiyear process of public education that sometimes precedes code adoption, to ensure that all stakeholders fully understand and support this new three-dimensional paradigm for regulating development.

A number of communities have proven the feasibility of less-detailed and complicated FBCs. Boise, Idaho (pop. 214,237), uses a special Pedestrian Commercial FBC outside its downtown. Its incentives include a simplified review process, reduced parking and setbacks, and allowing commercial development where the comprehensive plan would otherwise prohibit it.

Smaller communities that have adopted shorter, simpler codes include Simsbury, Connecticut; Dover, New Hampshire; and Beacon, New York.

In Simsbury (pop. 23,650), an affluent suburb of Hartford, one key to success was a public planning process including a six-day charrette involving a half-dozen firms specializing in traffic engineering, historic preservation, urban design, economics, market analysis, landscape architecture, architecture, and visualization techniques. The budget for the charrette, FBC, and town center design guidelines was \$175,000 (small compared with sums spent in some larger communities — \$3 million in Miami, for example).

Simsbury's budget included new rules for low-impact development and "light imprint" processes to manage stormwater. Simsbury also adopted a process that lets applicants who submit plans complying with all requirements become eligible for administrative approval and placement on the zoning commission's consent agenda.

Simsbury's code and regulating plan, covering some 100 pages, is street-based and divides the town center into seven different code areas. For each street type it specifies building types, build-to lines, building mass and transparency (window to wall) ratios, facade articulation, building access, and various building elements that are required, allowed, or prohibited. Special setbacks for key places are established on the regulating plan. Building heights and roof configurations are specified within certain ranges depending on the street type. Permitted uses are somewhat flexible but not unlimited; they vary from floor to floor.

Simsbury's customized code identifies many historically significant buildings to be preserved in the town center, and infill buildings must respect these valued structures. According to town planner Hiram Peck, AICP, "this aspect alone makes this code different from typical smart codes where such sensitivity is not as easy to accomplish." Notably, Simsbury's FBC was unanimously adopted by the zoning commission with virtually no public opposition, a testament to the open and inclusive public process beginning with the 2007 comprehensive plan update. The planning commission engaged the community and stakeholders in a discussion about the town's future, and through those discussions a consensus emerged that mixed uses were desirable, and that building and block form was the most effective way to organize new development.

In 2009 Dover (pop. 30,510) became the first town in New Hampshire to adopt a FBC. During the public discussions preceding adoption, one developer offered a proposal in the study area, which generated further interest and support for this new regulatory approach, one that appealed to many residents and officials because it ensures that new development will better harmonize with the town's traditional building stock and streetscapes. Since ordinance adoption, four multistory, mixed use buildings have been constructed, with two more approved and expecting completion next year, according to Chris Parker, AICP, director of planning and community development.

Proving the efficacy of FBCs in a state where zoning is often considered suspect, these projects have brought vibrancy to several run-down areas. The initial \$62,000 cost included \$14,000 for

in-kind services, but another \$35,000 was spent to expand the district and code. At 20 pages, it's a model of brevity (<http://tinyurl.com/oud5gxm>).

In Beacon, New York (pop. 14,389), a small Hudson River city struggling to reverse commercial decline and population loss following the closure of most of its factories during the 1980s and '90s, a consultant and the Dutchess County Department of Planning and Development collaborated in 2013 to produce a 46-page FBC (covering two districts), costing about \$40,000. These FBCs received broad support as a vehicle for incentives that could spur redevelopment in two commercial districts.

In one of them, the Linkage District, seven previous zoning districts were consolidated into a single flexible mixed use district to simplify and encourage redevelopment. The *Illustrative Plan* offers key planning principles through a map showing a potential network of new streets flanked by different uses and intensities, where quality of life will be improved by several small new parks. In the Central Main Street district, a shadow analysis demonstrated the feasibility of four-story buildings on the south side of the street (with upper-story setbacks) and five-story buildings on the north side (<http://tinyurl.com/pfwhx1x>).



'Minimalist' approaches

Other options exist for communities with small staffs that are hesitant to embrace the form-based approach, with its minimal restrictions on uses and density, and its many detailed provisions and graphics. In such communities, many of the physical streetscape benefits of FBCs can be achieved relatively simply with several basic design standards.

Chief among these standards are *minimum* building heights and *maximum* front setbacks in downtown centers and along highway corridors. (It should be noted, however, that front setback rules should allow for alcoves, courtyards, and stepped-back building facades to relieve the monotony of rigid "build-to" lines.) Those two parameters (sometimes called "FBC lite")

embrace the essence of traditional townscape planning, and will help repair decades of suburban-style infill that has eaten away at the historic fabric of many downtowns.

Maximum setback requirements should be accompanied by standards requiring that street sides be designed with primary doorways opening onto sidewalks, and that a minimum percentage of the facade be glazed. Also, minimum building height requirements should be accompanied by standards specifying that upper floors be functional, not *faux*. Three other essential standards are those limiting block length (usually 500 to 600 feet), greatly reducing or eliminating on-site parking requirements (or at least locating parking to the rear), and permitting a broad mixture of uses both within blocks and individual buildings.

Standards governing such parameters might cover several dozen pages, including graphics. According to Joel Russell, executive director of the Form Based Codes Institute, FBCs should contain right-of-way cross-sections delineating the public realm and a catalog of building forms or frontage types to ensure that buildings create a harmonious, inviting outdoor room, with building heights proportional to street width. Parking should be located behind buildings or on the streets, and buildings must occupy a specified minimum percentage of street frontage. These are also excellent goals for communities opting for design standards.

Although some communities add floor area ratio bonuses for reducing impervious surfaces, and bonuses allowing new street right-of-way areas to be calculated into density allowances, it should be noted that in true FBCs, both FARs and density limits are merely *byproducts* of form-based regulations controlling building size, height, and volume, and are not standards with any design rationale.

If such lighter regulatory improvements are well received and produce impressive results, that success can provide a springboard for adopting a basic FBC such as those in Dover, Beacon, or Nashville. An instructive case can be found in Davidson, North Carolina (pop. 11,750), which requires two-story minimum commercial building heights and zero front setbacks in its downtown and gateway corridor.

Davidson's ordinance also contains building type descriptions and a design review process administered by a design review board. According to former planning director Kris Krider, who was trained as an architect, these elements are critical because they control important visual and functional aspects of buildings. Examples: ensuring a minimum percentage of windows on shopfronts and front doors opening onto sidewalks.

Davidson does not limit density in any of its nonrural planning areas, and it allows a broad range of permitted uses, provided the building type is attractive and fits into its context in terms of scale and detail. Density tends to be regulated more by limitations on building height and parking requirements. Its commercial leasing space therefore tends to be of a relatively high quality.

This community achieves outstanding results without elaborate form-based codes; it is a model for others where shorter, simpler (but well-illustrated) approaches are more politically feasible. However, because most design codes do not regulate interconnected street networks and pedestrian-scaled blocks, these aspects (and reducing on-site parking requirements) should be included if FBCs are not adopted.



More rural options

Communities more rural than Davidson sometimes begin with something simpler, such as a character-based development plan focusing on the physical design attributes of the community, followed by a code containing either voluntary guidelines or regulating standards. Such is the

case in Varna (pop. 1,100), one of seven hamlets and two villages within the rural town of Dryden, New York, four miles east of Ithaca. Varna's main street is Route 366, a two-lane rural highway. Apart from a curvilinear subdivision of manufactured homes dating from about 1960, it has no side streets or traditional grid of residential blocks, and the principal design issues relate to several roadside businesses and to a few dozen residences.

Dryden hired a planner who took a neighborhood design course with drawing classes which enabled her to complete the site plan drawings incorporated in the Varna community development plan (<http://tinyurl.com/ohpaqdr>). The planning director had studied community-based design in graduate school and was specifically looking for an assistant with design experience.

Among the subjects addressed in the plan are sidewalk improvements, traffic calming, gateway treatments, facade improvements, mid-block medians, public spaces, building form, landscape standards, and performance zoning. It concludes with design guidelines in a zoning amendment. Its drawings illustrate ideas the community endorsed, and serve as examples to guide developers regarding the desired type of layout and buildings.

Durango, Colorado (pop. 16,687), adopted design guidelines in 1983 for its central business area. After hearing from several leading new urbanists in 2003, and considering adopting FBCs, city staff and officials chose instead to supplement and improve their existing design guidelines and to create new guidelines for all new commercial uses across the entire city.

With its design guidelines in place, Durango enjoyed additional success in transforming a corner site along its main street from an unremarkable single-story building into a distinguished 2.5-story brick structure, greatly reducing parking requirements to make it possible. The design review board then approved plans for the building.

The unusual metal framework atop the two street facades reflects the roof line of the old Strater Hotel, built on the opposite side of the street in the 1880s. As is true elsewhere, the city's design guidelines discourage the mimicking of historic building styles on new structures, instead encouraging contemporary designs that are respectful of, and harmonize with, the surrounding structures, according to Greg Hoch, director of planning and community development.

Some of the examples noted in the new edition of my book, *Rural by Design*, were created by builders who employed skilled designers, but others were shaped by local staff using design standards that address key issues such as maximum front setbacks, minimum building heights, and requirements that buildings front onto streets with front doors and a minimum percentage of glazing.

Such has been the situation in Freeport, Maine (pop. 7,879), which has achieved excellent results with design standards, combined with increased flexibility for permitted uses. The town has avoided FBCs partly because existing regulations are working well and because eliminating prescribed uses and allowing higher densities would be a very tough sell, politically.

Although design standards are particularly attractive to smaller communities that lack the professional staff to administer the new FBC "operating system," the land-use enabling statutes in some states (such as Pennsylvania) make it difficult to implement design controls on buildings outside designated historic districts or in "traditional neighborhood design" districts.

In these situations, communities can encourage desired results by offering a higher density option conditional upon compliance with design standards regulating area and bulk (including building heights and setbacks), paired with strong standards for landscaping and pedestrian circulation, according to Ann Hutchinson, AICP, senior director of municipal conservation services at the Natural Lands Trust in Media, Pennsylvania.

In addition, parking requirements should be flexible so they can be waived or reduced. A basic rule: Every community should supplement its regulations with performance standards to maximize flexibility in allowing different land uses without sacrificing basic protections (such as regulations controlling noise, odor, and glare). As always, codes should be unambiguous and easy to understand and apply.

Unless one is fortunate enough to live in the Nashville Metro region, where the planning staff at the agency's Urban Design Studio are trained to write basic FBC regulations in-house for a modest cost, other approaches — such as design standards as described above — could provide a solution that bridges the gap between current zoning and full-fledged FBCs with all their usual bells and whistles.

Another approach would be to follow the examples set by Nashville (and Dover and Beacon) to create pared-down FBCs — which, according to Nashville's Rick Bernhardt, are sometimes so short that applicants need to read only four pages to determine what they must do to build at a specific location. These direct approaches, less laden with regulatory details, could help many communities improve the physical form of new development and redevelopment.

Randall Arendt is the author of Rural by Design, published by APA Planners Press. This article is adapted from the second edition of the book, issued this April.

THE CITY MANAGER'S REPORT

December 14, 2016

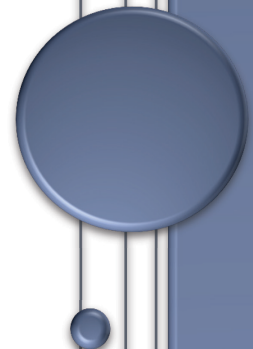


*Month Reporting on:
November 2016*

*Maybe Christmas, he thought, doesn't come from a store.
Maybe Christmas, perhaps, means a little bit more....*

Dr. Suess

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

- Rochester, NH – Agenda materials after 11.02.2016 but before 12.01.2016, 3 requests
- Ft. Myers, FL – 70 Trestle Way code violations, unpaid taxes, etc.
- Dover – Asst. Football Coaches and volunteer terminations

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: Emergency Tree Removal; Broadway drainage project; Developer issues concerning City Fees; Oak Street boundary

Finance: Discharges and Liens; State of NH contract purchases 91-A; Tax deeded parcel inquiry from WDH

Arts Commission: Artist Copyright Assignment Provision

Planning: Gerrish Road Lot Line Adjustment; Junkyard violations; Land development agreement

Police: Case filed against City regarding gun permit; Filed Motion to Dismiss

Fire & Rescue: St. Charles Church citizen concern; Tobacco policy; HIPPA Notice; Estate request to return ambulance fee

School Department: Review of Student Affiliation Agreement; School bus strike; 91-A Request

Recreation: Butler Building lease; Rec league inquiry; Children's Museum parking meters; Skate Park issue

Litigation

Clay v. City of Dover: Awaiting Oral Argument

City v. Joel Bernier: Motion for Contempt served upon Berniers; Hearing scheduled for December 15, 2016.

Ventas Realty Limited Partnership v. City: (2014 tax year) Bench Trial rescheduled for week of February 21, 2017

Ventas Realty Limited Partnership v. City: (2015 tax year) City filed Answer to Petition for Abatement with Certified Record; City filed Case Structuring and ADR Order

City v. Eric Carlson: filed Complaint with the Dover District Court regarding traffic signal accident; Filed Affidavit of Service with Court on September 12, 2016. Default issued with 30 days requirement for filing Final Default

Continental Western Insurance v. North America Plumbing & Heating: Flooding of Hampton Inn – anticipated deposition of Chief Hagman in January

Tyrone Tillman v. Dover Police Department: City filed a Motion to Dismiss with a hearing scheduled for December 12, 2016

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	17	97	244	276
Document Creation/Review	21	107	267	180
Right to Know Requests Processed	5	18	66	103
Resolutions	4	18	53	54
Ordinances	0	6	29	21

Economic Development

by Dan Barufaldi

Summary:

Economic activity continues to increase in Dover and the region with some scattered indications of slowing growth rates. Most retailers, staffing firms and manufacturers report increased sales and revenues year over year. Retailers are anticipating a robust Holiday selling period in Dover. Dover hotels continue to report very high occupancy rates. Commercial real estate activity is up moderately while residential real estate activity continues to be constrained by inventory. Several local businesses report tight labor supplies, particularly for mid to high end skill sets. Experienced retail clerks and wait staff are also in short supply. Some small Dover restaurants are restricting hours and/or open days due to the unavailability of qualified workers. Availability of entry level

employees appears to be further limited due to the opioid crisis in the region. There is little movement on pricing so far, but some upward pricing pressure is being experienced as firms are raising wages and salaries to retain and attract employees with critical skill sets. Existing home and condo prices continue to rise (about 9% in the past year). Local firms are looking for more of the same going forward.

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 seeking an office and warehouse facility for medical supplies distribution in Dover. 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. 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 strong sustained growth locally, and with declining 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 continued soft 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 end in December, but most likely will be limited to 0.25 basis points in the

short term. 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. Some projects are holding off pending the outcome of the Presidential and Congressional elections. 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 completed a September close. A firm is currently looking at a potential lease-to-buy arrangement at Enterprise Park for a 35,000SF building. The Fosters building at 333 Central Avenue was recently sold to a local service provider company for \$1.5 million. The Robbins building downtown now has a signed PSA.

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 and Q3. 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 any more (now averaging 4% on residential mortgages. 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 and 2017.

Manufacturing & Related Services:

Most 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 in decline this month with year-end inventories triggering sell-off sale 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. Manufacturing 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 slightly. 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 a pause in formerly 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 the next 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. The Silver Square development and roundabout are now well underway and making good progress.

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 reclaim the "NH Advantage".

Retail & Tourism:

Retailers contacted for this period report mixed results for year-over-year store sales ranging from down 1-11% to up 1-8%. Reasons cited include large sales gains in the previous year and the stronger US dollar, buying more product for the money if the product was imported. High Holiday sales are anticipated. Firms are hiring to replace departing employees and most are reporting difficulty in acquiring replacements locally. The recent stock market peaks following the presidential election are spilling confidence into Main Street businesses at present. Restaurants report expected sales increases Of 1-2% heading into Q4. Most restaurants did well during the summer season. This was tempered somewhat by people cooking at home in the warm summer and fall weather using their outside grills. Local restaurants are having difficulty hiring wait staff to support desired expansions. The recent gasoline price declines seemed to have bottomed out for the present but so far, have had no discernible 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 in and having dinner in Dover. 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. Walmart has initiated a multi-million dollar made-in-America program designed to provide several thousand jobs over the next two years. 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. 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
- Third Street Development
- McIntosh properties Development: Underway.
- 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
- Robbins Building has a signed PSA.
- Broadway mixed use development
- Purchase of 44 Venture drive: refit underway.
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments
- Fosters Building sold for \$1.5 million.
- The Old courthouse Building on First and 2nd is being transformed into a mixed use facility.

PO Report
November 2016

DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	11/2/2016	201704149	SHOEM CORP.	\$5,100.00
Fire and Rescue	11/2/2016	201704146	VERIZON WIRELESS	\$5,124.70
Public Library	11/9/2016	201704380	EBSCO INFORMATION SERVICES	\$5,294.00
Community Services Department	11/29/2016	201704864	HOWARD P FAIRFIELD, LLC	\$5,370.07
Community Services Department	11/29/2016	201704867	TRITECH ENGINEERING CORP	\$5,500.00
Executive	11/17/2016	201704605	TREENO SOFTWARE	\$5,838.00
Community Services Department	11/2/2016	201704145	JORDAN EQUIPMENT CO.	\$6,235.00
Recreation	11/9/2016	201704385	FOX TOURS	\$6,440.05
Community Services Department	11/29/2016	201704866	MUNICIPAL PEST MANAGEMENT SERVICES, INC.	\$6,600.00
Police	11/28/2016	201704786	COLOSSUS, INC.	\$7,845.92
Police	11/2/2016	201704147	COLOSSUS, INC.	\$8,238.21
Community Services Department	11/28/2016	201704782	ELECTRIC LIGHT CO, INC.	\$8,400.13
Executive	11/1/2016	201704086	SHEEHAN, PHINNEY, BASS & GREEN	\$8,501.85
Executive	11/2/2016	201704162	ACCESS AV	\$9,999.00
Police	11/2/2016	201704142	2 WAY COMMUNICATIONS SERVICE, INC.	\$10,546.50
Community Services Department	11/2/2016	201704148	SHOEM CORP.	\$10,800.00
Fire and Rescue	11/28/2016	201704783	PHYSIO CONTROL CORP	\$11,469.00
Community Services Department	11/2/2016	201704106	MADBURY NH, TOWN OF-TAX COLLECTOR	\$11,550.00
Executive	11/22/2016	201704705	ESRI CORP.	\$11,900.00
Executive	11/29/2016	201704808	DELL MARKETING L.P.	\$15,148.35
Executive	11/29/2016	201704809	DELL MARKETING L.P.	\$18,734.94
Recreation	11/21/2016	201704647	DAVIS MECHANICAL SERVICES, INC.	\$19,150.00
Executive	11/22/2016	201704707	NH MUNICIPAL ASSOCIATION	\$26,162.00
Community Services Department	11/2/2016	201704143	CITY OF DOVER-WATER~SEWER DEPT.	\$38,122.13
Community Services Department	11/17/2016	201704608	UNDERWOOD ENGINEERS, INC.	\$53,809.80
Community Services Department	11/10/2016	201704405	EVERSOURCE ENERGY	\$145,659.00
Community Services Department	11/3/2016	201704214	UNDERWOOD ENGINEERS, INC.	\$350,300.00
Community Services Department	11/29/2016	201704811	SEVERINO TRUCKING CO., INC	\$948,480.00
City Finance Office	11/28/2016	201704799	STRAFFORD COUNTY COMMISSIONERS	\$8,513,779.00

City of Dover
Bid Solicitation Report
For November 2016

12/1/2016

Department Bid Number	Bid Date	Bid Due	Description	PO Notes
Executive Q17-011	11/08/2016	11/22/2016	Employee Holiday Luncheon	
Community Services B17020	11/22/2016	12/13/2016	Natural Resource Consulting Services	
Planning B17024	11/22/2016	12/15/2016	Excavation of Waterfront Parcel on River Street	
Recreation B17025	11/29/2016	12/20/2016	Veterans Memorial	

Total Permits Issued: November 2016

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-474	GENESIS HEATH CARE	60	MIDDLE ROAD	INT. RENO. OF A NURSING HOME	C	K	11-A	325000	3275
16-476	SOJOURN PROPERTY MANAG	66	THIRD STREET	CONST. A REAR EGRESS STAIRWAY	C	31	7	8200	105
16-492	DOVER RA CENTRAL & OAK,	701	CENTRAL AVENUE	REPLACE/REPAIR ROTTED SILLS	C	28	19	10000	125
16-512	VETTRAINO	42E	DOVER POINT ROAD	INT. RENOV. OF EXISTING FOR BUSINES	C	K-2	C-3	13000	155
16-524	WENTWORTH	33	SIXTH STREET	RMV. SHINGLES & INSTALL METAL RO	C	3	89	7400	99
16-534	851 CENTRAL AVENUE, LLC	861 & 860	CENTRAL AVENUE	RMVE EXSTG STAIRWY & CONST. NEW	C	38	6-A	9440	125
16-536	MEASURED PROGRESS	100	EDUCATION WAY	CONST. A STORAGE SHED	C	C	27-B	4625	75
16-337	HAWKINS	30	OAK STREET	RENO. INT OF DWELLING OF SFD	R	28	24	22000	245
16-397	INDIAN RIDGE AT DOVER, LL	121	EMERALD LANE	CONST. A 3 BDRM SFD WITH 2 CAR ATT	R	F	15-24	200000	2025
16-440	INDIAN RIDGE AT DOVER, LL	199	EMERALD LANE	CONST. A 3 BDRM SFD WITH ATT. 2 CA	R	F	15-05	199260	2017
16-441	INDIAN RIDGE AT DOVER, LL	196	EMERALD LANE	CONST. A 3 BDRM SFD WITH ATT. 2 CA	R	F	15-34	169000	1715
16-444	JUST ANOTHER LLC	10	BIRCH DRIVE	RENOV. A SFD & INSTALL NEW WINDO	R	I	82-U	80000	1650
16-447	BSTANDIG	53	TOLEND ROAD	REMODEL KITCHEN AND BATHRM	R	E	65B	38000	405
16-458	PUTZKO	6	SALEM AVENUE	CONST. A REAR ADD. FOR A BEDRM	R	K	30G	30000	325
16-459	SHEEHAN	55	DURHAM ROAD	CONVERT EXISTING BDRM TO A BTHR	R	H	10	10000	125
16-473	GOULD	2	HUBBARD ROAD	KITCHEN RENOVATION	R	K	18A1	43000	455
16-478	STRACHAN	125	SPUR ROAD	CONST. A 3 BDRM SFD ON EXISTING FO	R	L	29	450000	4525
16-479	STRACHAN	125	SPUR ROAD	DEMO. SFD & DECK, EXISTING FOUNDA	R	L	29	0	50
16-479	DUMAIS	127	VARNEY ROAD	INSTALL ROOF MOUNTED SOLAR PANE	R	A	36-P	29000	315
16-483	INDIAN RIDGE AT DOVER, LL	126	EMERALD LANE	CONST. A 3 BDRM SFD WITH ATT. 2 CA	R	F	15-48	208000	2105
16-484	FOLEY	20	GLADIOLA WAY	INSTALL A STORAGE SHED	R	A	28-2	5025	75
16-486	RIVER VALLEY DEV.	70	CHILDS DRIVE	CONST. A 4 BDRM SFD WITH ATT. 2 CA	R	N	8A-R	225000	2275

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-488	RITA	5	CONCORD WAY	INSTALL A ROOF MOUNTED SOLAR PA	R	F	18-B	25000	275
16-489	RAMDEV	108	DOVER NECK ROAD	CONST. A 2 CAR DETACHED GARAGE W	R	M	74-A	42000	445
16-490	HERON BAY PARTNERS	55	CIELO DRIVE	CONST. A 2 BDRM SFD WITH ATT. GARA	R	H	4-55	161000	1635
16-493	COOLIDGE	45	BASILS PLACE	CONST. A DETACHED GARAGE	R	28	19	55908	584
16-494	EAGEN	61	BACK ROAD	INSTALL ROOF MOUNTED SOLAR PANE	R	K	10	7000	95
16-496	JOYCE	41	GLEN HILL ROAD	INSTALL ROOF MOUNTED SOLAR PANE	R	C	21-F	9000	115
16-500	AARANSON	126	FOURTH STREET	ADD. ONTO & INT. RENO. OF EXISTING	R	32	12-0	240000	2425
16-501	BURT	19	ATLANTIC AVENUE	INSTALL ROOF MOUNTED SOLAR PANE	R	25	62	5000	75
16-504	WHITE	130	VARNEY ROAD	INSTALL ROOF MOUNTED SOLAR PANE	R	A	36D-1	52000	545
16-505	PERRY	91	COURT STREET	ADD SUPPORT TO ROOF SYSTEM FOR R	R	19	9-A	17000	195
16-508	BREWIN	20	MAPLEWOOD AVENUE	INSTALL A BEAM IN PLACE OF WALL F	R	D	8-7	4300	65
16-510	DAVIS	2	ROBERTS ROAD	INSTALL ROOF MOUNTED SOLAR PANE	R	L	95-15	12874	155
16-516	LITAUSKA	13	GLENCREST AVENUE	RENOVATE/REMODEL KITCHEN	R	36	32-A	30000	325
16-518	FRALICK	35	ATLANTIC AVENUE	INSTALL 5 REPLACEMENT WINDOWS, N	R	25	66-D	4000	65
16-519	WOLCOTT HOLDINGS, LLC	24	GARRISON ROAD	INT. RENO. OF A KITCHEN & BATH	R	1	73-A	25000	275
16-520	WOLCOTT HOLDINGS, LLC	18	GARRISON ROAD	INT. RENOV. OF A KITCHEN AND BATH	R	1	73	40000	425
16-523	MARAVICH	21	LUCY COURT	REMOVED & CONSTRUCT NEW REAR D	R	G	26-6	15000	175
16-525	JERRY	33	WALLACE DRIVE	INSTALL A ROOFTOP SOLAR PANEL PV	R	6	29-11	24000	265
16-526	HARRISON	35	LEXINGTON STREET	INSTALL A ROOFTOP SOLAR PANEL PV	R	10	170	13000	155
16-530	KNIGHT	19	ROOSEVELT AVENUE	INSTALL A ROOFTOP SOLAR PANEL PV	R	37-6	C-0	13000	155
16-538	RANALLI	583	SIXTH STREET	CONST. A CHIMNEY	R	A	40	1000	35
16-539	STABILE HOMES @ POINTE PL	25	SIERRA DRIVE	NEW CONST. 3 BDRM SFD WITH ATT. 2	R	K-1	3-11	225000	2275
16-540	GREEN	124	DOVER NECK ROAD	INSTALL ROOF TOP SOLAR PANEL PV A	R	M	95-B	42000	445
16-542	COCHRAN	94	GLENWOOD AVENUE	REPLACEMENT OF 7 WINDOWS - NO ST	R	E	19-C	3368	55
16-546	BERNIER	29	FRENCH CROSS ROAD	CONST. A 3 BDRM SFD WITH ATT. 2 CA	R	C	39A-3	242640	2451

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
16-549	NEMETH	16	MIDDLEBROOK ROAD	ROOF TOP SOLAR PANEL PV ARRAY	R	K	18-F	18000	205

Total Permits Issued: 48

Total Construction Value: \$3,413,040.00

Total Fees Collected: \$36,181.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	0	Change of Use	0
Commercial Renovations	7	Commercial	1
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	0	Industrial	0
Industrial	0	Renovations	2
Industrial Renovations	0	Manufactured Dwlg	2
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	9	Single Family Dwellings	8
Renovations Dwelling Unit	32	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	0		
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	LOT	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	8/16/2016	6/14/2016	9/1/2016	P16-13	C	2	8/16/2021	H	2.59
The Preserve	Isabella Drive	H	13	0	13	6/21/2016	12/14/2015	8/30/2016	P15-16	H	14	6/21/2016	W	4.81
Indian Ridge	Emerald Ln	H	49	9	40	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	3	4	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	1	0	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	7	2	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	8	13	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	248	133									109.89
Elderly:														
Pointe Place	Pointe Place	A	132	58	74	8/26/2016	3/22/2016	Site	P16-05	K	19	8/26/2021	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	Site	P06-55	M	4	7/2/2012	G	
Arbor Woods	Cielo Dr	H	61	48	13	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	

Total: Elderly			286	180	106								
TOTAL APPROVED UNITS			1134	717	425								160

In addition to the construction activity on the attached spreadsheet the structural steel for the new High School has begun. Inspection Services has continued to review submitted plans and work with HMFH.

Constrction and Inspections continue at DHS, Pointe Place, Silver Square and Bill Dube's.

The installation of roof mounted solar systems declined to 4 building and electrical permits issued. The largest commercial solar field in Dover on Littleworth Road has reached substantial completion..

Foundations for the new buildings for the water department on Glenhill Road have been installed. The foundation for the Leighton Road project has begun.

City of Dover

Expenditures of Major Funds November 30, 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	\$ 14,809	\$ 103,381	23.0%	\$ 341,078	\$ 16,215	\$ 324,863	73.1%
Executive	918,106	52,360	443,104	48.0	475,002	293,255	181,747	19.8
Finance	1,808,151	156,735	755,835	42.0	1,052,316	776,888	275,429	15.2
Planning	661,252	46,200	271,102	41.0	390,150	275,893	114,257	17.3
Misc General Government	1,004,542	18,553	216,167	22.0	788,375	145,426	642,949	64.0
Police	8,537,733	598,497	3,496,556	41.0	5,041,177	3,292,770	1,748,407	20.5
Fire & Rescue	8,610,508	622,970	3,371,152	39.0	5,239,356	3,064,322	2,175,034	25.3
Community Service Public Works	6,968,806	419,275	1,912,972	27.0	5,055,834	2,312,504	2,743,330	39.4
Recreation	2,140,481	131,503	774,487	36.0	1,365,994	620,835	745,159	34.8
Public Library	1,300,849	96,952	488,062	38.0	812,787	537,425	275,362	21.2
Public Welfare	836,183	52,524	264,297	32.0	571,886	128,415	443,471	53.0
Debt Service	12,865,680	356,182	1,135,080	9.0	11,730,600	11,643,928	86,672	0.7
Other Financing Sources/Uses	3,521,696	115,210	576,048	16.0	2,945,649	-	2,945,649	83.6
School	50,890,217	3,526,227	13,305,864	26.0	37,584,353	35,098,396	2,485,957	4.9
Intergovernmental	8,643,721	-	-	0.0	8,643,721	8,513,779	129,942	1.5
Sub-total : 1000 General Fund	\$ 109,152,384	\$ 6,207,996	\$ 27,114,107	24.8%	\$ 82,038,277	\$ 66,720,051	\$ 15,318,226	14.0%
3213 Parking Activity Fund								
Police	\$ 850,720	\$ 31,102	\$ 151,814	18.0%	\$ 698,906	\$ 284,023	\$ 414,883	48.8%
Sub-total : 3213 Parking Activity Fund	\$ 850,720	\$ 31,102	\$ 151,814	17.8%	\$ 698,906	\$ 284,023	\$ 414,883	48.8%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,020,143	\$ 67,048	\$ 316,373	31.0%	\$ 703,770	\$ 564,767	\$ 139,002	13.6%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,020,143	\$ 67,048	\$ 316,373	31.0%	\$ 703,770	\$ 564,767	\$ 139,002	13.6%
3381 McConnell Center Fund								
Recreation	\$ 931,928	\$ 35,448	\$ 144,659	16.0%	\$ 787,269	\$ 572,459	\$ 214,811	23.1%
Sub-total : 3381 McConnell Center Fund	\$ 931,928	\$ 35,448	\$ 144,659	15.5%	\$ 787,269	\$ 572,459	\$ 214,811	23.1%
3410 Recreation Special Revenue Fund								
Recreation	\$ 616,951	\$ 29,718	\$ 244,461	40.0%	\$ 372,490	\$ 75,673	\$ 296,817	48.1%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 616,951	\$ 29,718	\$ 244,461	39.6%	\$ 372,490	\$ 75,673	\$ 296,817	48.1%
5300 Water Fund								
Community Service Public Works	\$ 5,159,016	\$ 313,033	\$ 1,685,848	33.0%	\$ 3,473,169	\$ 1,084,986	\$ 2,388,183	46.3%
Sub-total : 5300 Water Fund	\$ 5,159,016	\$ 313,033	\$ 1,685,848	32.7%	\$ 3,473,169	\$ 1,084,986	\$ 2,388,183	46.3%
5320 Sewer Fund								
Community Service Public Works	\$ 7,661,413	\$ 502,639	\$ 2,388,841	31.0%	\$ 5,272,573	\$ 1,552,439	\$ 3,720,133	48.6%
Sub-total : 5320 Sewer Fund	\$ 7,661,413	\$ 502,639	\$ 2,388,841	31.2%	\$ 5,272,573	\$ 1,552,439	\$ 3,720,133	48.6%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,325,164	\$ 51,140	\$ 292,990	22.0%	\$ 1,032,174	\$ 354,847	\$ 677,327	51.1%
Sub-total : 6100 Dovernet Fund	\$ 1,325,164	\$ 51,140	\$ 292,990	22.1%	\$ 1,032,174	\$ 354,847	\$ 677,327	51.1%
Total : EXPENDITURES	\$ 126,717,720	\$ 7,238,123	\$ 32,339,093	25.5%	\$ 94,378,628	\$ 71,209,246	\$ 23,169,382	18.3%

City of Dover

Revenues of Major Funds November 30, 2016

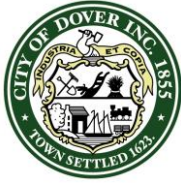
(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 76,972,539	\$ 4,026,837	\$ 6,111,458	8.0%	\$ 70,861,081	\$ -	\$ 70,861,081	(92.1)%
Licenses & Permits	5,643,130	501,706	2,653,644	47.0	2,989,486	-	2,989,486	53.0
Intergovernmental	2,153,358	2,597	365,874	17.0	1,787,484	-	1,787,484	83.0
Charges for Services	3,624,057	271,401	1,256,594	35.0	2,367,463	-	2,367,463	65.3
Miscellaneous Revenue	586,851	40,172	422,933	72.0	163,918	-	163,918	27.9
Education	19,650,692	1,793,789	5,583,698	28.0	14,066,994	-	14,066,994	71.6
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	\$ 109,152,384	\$ 6,636,501	\$ 16,409,817	15.0%	\$ 92,742,567	\$ -	\$ 92,742,567	85.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 195,720	\$ 7,016	\$ 75,038	38.0%	\$ 120,683	\$ -	\$ 120,683	61.7%
Parking Income	495,000	43,027	218,417	44.0%	276,583	-	276,583	55.9%
Parking Fines	160,000	13,692	60,763	38.0%	99,237	-	99,237	62.0%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 850,720	\$ 63,735	\$ 354,218	42.0%	\$ 496,502	\$ -	\$ 496,502	58.4%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 9,556	\$ -	\$ -	0.0%	\$ 9,556	\$ -	\$ 9,556	100.0%
Charges for Services	930,000	36,230	367,976	40.0%	562,024	-	562,024	60.4%
Miscellaneous Revenue	0	43	138	0.0	(138)	-	(138)	0.0
Other Financing Sources	2,980	-	-	0.0	2,980	-	2,980	100.0
Sub-total : 3320 Residential Solid Waste	\$ 942,536	\$ 36,273	\$ 368,114	39.0%	\$ 574,422	\$ -	\$ 574,422	60.9%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 718,028	\$ 58,306	\$ 292,737	41.0%	\$ 425,291	\$ -	\$ 425,291	59.2%
Operating Transfers In	209,476	9,943	64,297	31.0	145,179	-	145,179	69.3
Sub-total : 3381 McConnell Center	\$ 927,504	\$ 68,250	\$ 357,034	38.0%	\$ 570,470	\$ -	\$ 570,470	61.5%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 420,655	\$ 35,072	\$ 181,112	43.0%	\$ 239,543	\$ -	\$ 239,543	56.9%
Miscellaneous Revenue	15,500	520	2,466	0.2	13,034	-	13,034	84.1
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	\$ 35,592	\$ 183,579	30.0%	\$ 419,830	\$ -	\$ 419,830	69.6%
5300 Water Fund								
Charges for Services	\$ 4,948,191	\$ 671,615	\$ 1,368,930	28.0%	\$ 3,579,261	\$ -	\$ 3,579,261	72.3%
Miscellaneous Revenue	70,500	15,753	70,973	101.0	(473)	-	(473)	(0.7)
Sub-total : 5300 Water Fund	\$ 5,018,691	\$ 687,369	\$ 1,439,903	29.0%	\$ 3,578,788	\$ -	\$ 3,578,788	71.3%
5320 Sewer Fund								
Intergovernmental	\$ 4,458	\$ -	\$ -	0.0%	\$ 4,458	\$ -	\$ 4,458	100.0%
Charges for Services	6,505,810	761,185	1,722,782	26.0	4,783,028	-	4,783,028	73.5
Miscellaneous Revenue	57,000	3,458	22,876	40.0	34,124	-	34,124	59.9
Other Financing Sources	939,132	-	-	0.0	939,132	-	939,132	100.0
Sub-total : 5320 Sewer Fund	\$ 7,506,400	\$ 764,643	\$ 1,745,659	23.0%	\$ 5,760,741	\$ -	\$ 5,760,741	76.7%
6100 Dovernet Fund								
Charges for Services	\$ 891,162	\$ 124,772	\$ 385,198	43.0%	\$ 505,964	\$ -	\$ 505,964	56.8%
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	\$ 124,772	\$ 385,198	33.0%	\$ 766,488	\$ -	\$ 766,488	66.6%
Total : REVENUES	\$ 126,153,330	\$ 8,417,134	\$ 21,243,521	17.0%	\$ 104,909,809	\$ -	\$ 104,909,809	83.2%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) November 30, 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	116,819	441,357	33.8	863,993	0	863,993	66.2
Expenditures	971,746	61,579	347,900	35.8	623,846	323,056	300,789	31.0
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	55,240	91,628	0.0	(91,628)	(323,056)	231,428	-



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Chambers
Meeting Date: **Wednesday, November 9, 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 Gasses, Councilor Greenshields, Councilor O'Connor, Councilor Shanahan, and Councilor Thibodeaux.

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

5. CITIZEN'S FORUM

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

Mayor Weston, seeing no one wishing to speak, closed

6. DISCUSSIONS

A. EMERGENCY OPERATIONS PLAN PRESENTATION

Fire Chief Hagman gave a PowerPoint presentation regarding the Local Emergency Operations Plan (LEOP) to the Council.

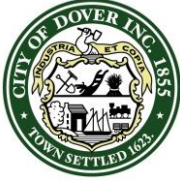
B. CAPITAL IMPROVEMENTS PROGRAM (CIP) PRESENTATION

City Manager Joyal, referring to Page 20 of the CIP booklet, spoke about the projects on the list. He said there were two items that had amendments: 1. Public Safety Communication Upgrade needs to be moved up to Year 1 to coordinate with a Homeland Security grant. 2. Add a new project for Year 1 for the WWII Memorial.

Deputy Mayor Carrier talked about a 2023 celebration for Dover's 400 year anniversary and the need to start saving money for it.

Mayor Weston asked if there was consensus from the Council for the WWII Memorial. There was consensus.

Mayor Weston asked if there was consensus to move the Public Safety Communication Upgrade forward to Year 1 of the CIP. There was consensus.



CITY OF DOVER

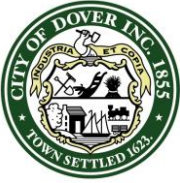
CITY COUNCIL – MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Chambers
Meeting Date: **Wednesday, November 9, 2016**
Meeting Time: **7:00 pm**

City Manager Joyal said the Council should look at changing the City's policy levels to reflect the projects in the CIP. He noted that if the CIP remains as predicted the City should start to see in the years ahead that the impact on property taxes will be less and less to the point where there will be no impact.

7. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor Thibodeaux.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Greenshields led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gagnon, Councilor Gasses, 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

A. SMALL BUSINESS SATURDAY

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add the Appointments Committee Report and add as Item #13.A.9. Raffle – Great Bay Figure Skating.

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

Vote: 9/0.

7. PUBLIC HEARINGS

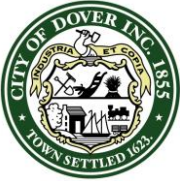
A. APPROPRIATION OF SETTLEMENT FUNDING RECEIVED FROM STATE OF NH REGARDING CITY OF DOVER CHALLENGE TO CONSTITUTIONALITY OF RSA 198:41 (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) SPONSORED BY MAYOR WESTON BY REQUEST

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

8. CITIZEN'S FORUM

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

Christopher Triconi, 28 Quail Drive: He spoke against the Zoning Map change for the Sixth Street/Production Drive area. He doesn't feel Dover has been transparent with this project, and it just doesn't feel right.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Nevin Brown, 7 Quail Drive: He spoke against the Zoning Map change for the Sixth Street/Production Drive. He thanked the Councilor who met with him and walked the area. He asked that the Council do the least amount of impact on the neighborhood, and allow the neighborhood to be included on the plans so they can understand what the changes may be.

Emily Rose, 7 Quail Drive: She spoke against the Zoning Map change for the Sixth Street/Production Drive. She listed her concerns for the project.

Jacob Baniain, 11 Quail Drive: He spoke about his September 91-A request for the non-public meeting minutes for the Dover Business and Industrial Development Authority (DBIDA). He said he received the minutes yesterday and gave an overview of his understanding of what happened. He felt the credibility of the City Council was on the line.

Economic Development Director Daniel Barufaldi, 240 Blackwater Road: He said DBIDA has been as transparent as they could be. He said there is no conspiracy or corruption.

Timothy Dargan, DBIDA Chairperson: He said the entire process has been upfront and open. He said DBIDA is trying to make more commercial property in the City to help the tax base.

Scott Johnson, DBIDA Member: He said DBIDA is a governmental body, and they were not doing this for compensation.

Eric Geib, 1 Roberts Road: He said the rapid growth is causing the City to becoming unaffordable.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He Whittier Street is scheduled to be closed this month, and gave an overview of the changes and detours. He said they expect the new bridge to be opened in one year. He thanked the City Clerk, election staff, and voters for the Election. He said the Tax rate of \$26.29 has been set by the Department of Revenue Administration (DRA). He said it's a \$0.32 reduction from last year. He said the bills will be mailed next week.

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

Vote: 9/0.

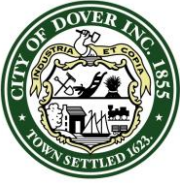
10. APPROVAL OF MINUTES

A. October 19, 2016 - Workshop

B. October 26, 2016 – Regular Meeting

Deputy Mayor Carrier moved to approve the minutes; seconded by Councilor Gasses.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

11. MAYOR'S REPORT

Mayor Weston said she has been working with Dover Main Street to help Downtown businesses. She said there will be calendars coming out with events in Downtown for the month of December. She went to Quail Drive to view the property for the proposed Zoning Map change. She attended several ribbon cuttings.

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

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

1. CHAPTER 170, SECTION 8 – ZONING MAP (TO BE REMOVED FROM THE TABLE) SPONSORED BY MAYOR WESTON BY REQUEST

Councilor O'Connor moved to remove it from the table; seconded by Councilor Thibodeaux.

Vote: 9/0.

Councilor O'Connor moved for its adoption; seconded by Councilor Ciotti. City Manager Joyal gave background information regarding the longstanding objective of the Planning Board and City Council to increase commercial assessed value in the City.

Roll Call Vote: 9/0.

C. RESOLUTIONS

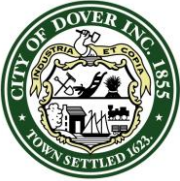
1. APPROPRIATION OF SETTLEMENT FUNDING RECEIVED FROM STATE OF NH REGARDING CITY OF DOVER CHALLENGE TO CONSTITUTIONALITY OF RSA 198:41 (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) SPONSORED BY MAYOR WESTON BY REQUEST

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

Roll Call Vote: 9/0.

2. ADOPTION OF FY2018-2023 CAPITAL IMPROVEMENTS PROGRAM SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Gagnon. Mayor Weston referred to the City Council Workshop where it was discussed to add the Veterans Memorial in the amount of \$80,000 and to move the Public Safety Communication Upgrade from FY2019 to FY2018.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Councilor O'Connor moved to add the funding for the Veterans Memorial in the Recreation Department's budget, \$80,000, to be found in the Operating Budget; seconded by Councilor Shanahan.
Vote: 9/0.

Councilor Gagnon moved to move the Public Safety Communication Upgrade from FY2019 to FY2018 in the amount of 1,334,400; seconded by Councilor O'Connor.
Vote: 9/0.

Councilor Ciotti moved for the adoption of the amended resolution; seconded by Councilor Gagnon.
Roll Call Vote: 9/0.

**3. APPROPRIATION FOR FY2018 CAPITAL IMPROVEMENTS PROGRAM –
NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY MAYOR WESTON BY REQUEST**

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

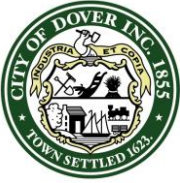
**4. APPROPRIATION FOR FY2018 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY MAYOR WESTON BY REQUEST**

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

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Park Street**
- 2. RAFFLE – The Riley Leavitt Memorial Fund, Inc.**
- 3. WALK – Arts in Reach**
- 4. ACCEPTANCE OF STONEWALL DRIVE AS A PUBLIC WAY
SPONSORED BY MAYOR WESTON BY REQUEST**
- 5. B14074 UNDERWOOD ENGINEERS DOVER PUDDING HILL AQUIFER
CONSTRUCTION OVERSIGHT
SPONSORED BY MAYOR WESTON BY REQUEST**
- 6. B17009 DOVER PUDDING HILL AQUIFER INTERIM IMPROVEMENTS
SPONSORED BY MAYOR WESTON BY REQUEST**



CITY OF DOVER

CITY COUNCIL – MINUTES

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

**7. DOVER PUDDING HILL AQUIFER INTERIM IMPROVEMENTS UTILITY WORK
SPONSORED BY MAYOR WESTON BY REQUEST**

**8. JANITORIAL SUPPLIES STATE OF NEW HAMPSHIRE CONTRACT WITH
W. B. MASON
SPONSORED BY MAYOR WESTON BY REQUEST**

9. RAFFLE – Great Bay Figure Skating

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 Greenshields.

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

Mayor Weston pulled Item #13.A.9.

Councilor Thibodeaux pulled Item #13.A.4.

Deputy Mayor Carrier pulled the Appointments Committee Report.

Councilor Greenshields pulled the School Board Report.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.4.; seconded by Councilor Thibodeaux.

She asked if the businesses will be taking some of the burden of plowing the road.

City Manager Joyal said the City will take on the responsibility of plowing the roads.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.9.; seconded by Councilor Greenshields.

Mayor Weston said their approval is contingent with the licensing board's approval.

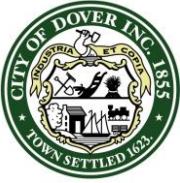
Deputy Mayor Carrier moved to approve as amended; seconded by Councilor Gagnon.

Vote: 9/0.

Councilor Greenshields gave an overview of the School Board Report.

Deputy Mayor Carrier moved to accept the School Board Report; seconded by Councilor Ciotti.

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

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

Tristan Donovan – Planning Board alternate

Hayley Harmon – Planning Board alternate

Sean Greenlaw – Solid Waste Advisory Commission regular member, Cemetery Board alternate member

Nicholas Kline – Open Lands Committee regular member

Ryan Queenan – Arena Commission alternate member

Aimee Sanderson – Recreation Advisory Board regular member

Joseph Walent – McConnell Center Advisory Board regular member

Deputy Mayor Carrier moved to appoint the recommendations; seconded by Councilor Ciotti.

Vote: 9/0.

Deputy Mayor Carrier listed the current openings on Boards and Commissions.

Deputy Mayor Carrier moved to accept the Appointments Committee Report; seconded by Councilor O'Connor.

Vote: 9/0.

B. RESOLUTIONS

1. ADOPTION OF THE LOCAL EMERGENCY OPERATIONS PLAN (LEOP) SPONSORED BY MAYOR WESTON BY REQUEST

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

Vote: 9/0.

2. THE INDIAN RIDGE AT DOVER, LLC LAND DONATION SPONSORED BY MAYOR WESTON BY REQUEST

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

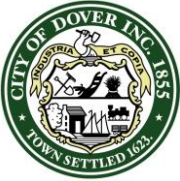
Assistant City Manager Parker gave an overview of the resolution to the Council.

Vote: 9/0.

3. ESTABLISHMENT OF FISCAL YEAR 2017 EXPECTATIONS BY MAYOR AND CITY COUNCIL FOR CITY MANAGER SPONSORED BY MAYOR WESTON

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

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

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

- 4. AMENDMENT OF FY2017 FEE SCHEDULE TO ADJUST PARKING PERMIT FEES FOR FOURTH STREET AND COMMUNITY SIGNS PERMIT FEE (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 14, 2016) SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a public hearing on December 14, 2016; seconded by Councilor Gagnon.
Vote: 9/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Mayor Weston gave an overview of the Veteran Services on Friday.

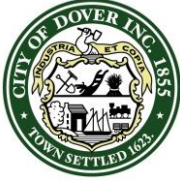
Councilor Thibodeaux said she will be having a Coffee with a Councilor this Saturday.

Mayor Weston asked the City Manager about the City's water supply.
City Manager Joyal said it has helped, but doesn't advise anyone to start wasting water.

City Manager Joyal said the Council is not scheduled to meet again until December 7, 2016 for a workshop.

16. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor Ciotti.
Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.11.09 – 155**
Resolution Re: **Amendment of FY2017 Fee Schedule to Adjust Parking Permit Fees for Fourth Street and Community Signs Permit Fee**

WHEREAS: The City Council adopted the FY2017 City of Dover Fee Schedule on May 4, 2016, and;
WHEREAS: The City regulates Parking permits for on-street parking, and;
WHEREAS: The City regulates the placement of temporary signs and community signs within the City, and

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

That the City Council authorizes changes to the Police Department section of the approved FY 2017 Fee Schedule, p. 9, to reflect adding fee change, as follows:

SERVICES	CURRENT FEE	PROPOSED FEE
Parking Monthly Permit Fee Fourth Street	\$0.00	\$30.00 Business

That the City Council authorizes changes to the Planning Department section of the approved FY 2017 Fee Schedule, p. 7, to reflect adding fee change, as follows:

SERVICES	CURRENT FEE	PROPOSED FEE
Planning – Community Signs Permit Fee per Display Period	\$0.00	\$5.00 per display period

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

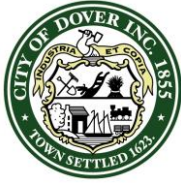
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2016.11.09 – 155**
Resolution Re: **Amendment of FY2017 Fee Schedule to Adjust Parking Permit Fees for Fourth Street and Community Signs Permit Fee**

DOCUMENT HISTORY:

First Reading Date:	11/09/2016	Public Hearing Date:	12/14/2016
Approved Date:		Effective Date:	

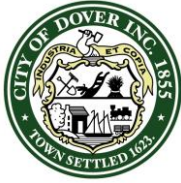
DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

On October 26, 2016 the City Council adopted an update to the City of Dover Zoning Ordinance. Chapter 170-32, Article X, *Signs and Fences*, was updated and established the regulation of Community signs. This resolution establishes the permit fee for Community signs.

The Parking Commission, at the October 2016 meeting, voted to recommend that business permits be made available for Fourth Street between Central Avenue and Chestnut Street to accommodate anticipated needs due to development of the Third Street parking lot. The recommended Monthly Permit fee is \$30.00, which is consistent with the established Third Street Lot business permit fee.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2016.12.14 – 156**
Resolution Re: B16024 Consultant for the Stewardship of Resources
Chapter of the Master Plan

WHEREAS: Sealed Request for Bid B16024 for professional consulting services for the Stewardship of Resources Chapter of the Master Plan was solicited and received on February 2, 2016 at 11:00 am; and

WHEREAS: The City received one proposal and interviewed the firm on February 8, 2016. The selection committee awarded Resilience Planning and Design the project in the amount of \$23,800 and issued a purchase order and agreement in that amount; and

WHEREAS: In November 2016 the City requested a change order for additional work and received a cost of \$3,200 for three additional committee meetings and two additional days of editing and formatting of the final product. This change order brings the total project over the \$25,000 threshold, thereby requiring council approval. Total cost of project \$27,000.

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

The Purchasing Agent is hereby authorized to issue a Change Order to the existing Purchase Order to Resilience Planning and Design in the amount of \$3,200. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendors, consistent with the Purchase Order authorized herein.

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

Financing Account	Description	Appropriation	Balance
2100.1.180.46311.4339.06311.15	Consulting Svs	33,337.00	30,374.00

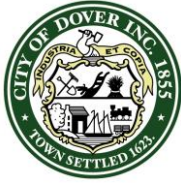
AUTHORIZATION

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.1.

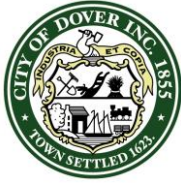
Resolution Number: **R – 2016.12.14 – 156**
Resolution Re: B16024 Consultant for the Stewardship of Resources
Chapter of the Master Plan

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2016.12.14 – 156**
Resolution Re: B16024 Consultant for the Stewardship of Resources
Chapter of the Master Plan

RESOLUTION BACKGROUND MATERIAL:

The Stewardship of Resources chapter will incorporate elements and themes generated during the public engagement process for the Vision Chapter, and planning concepts related to Natural Resources, Energy Resources, Historic Resources, Cultural Resources, Natural Hazards, Coastal Management and Social Capital. It is expected that information will be presented through both narrative and mapping/graphic formats.

Bid Information:

Sealed Request for Bid B16024 for professional consulting services for the Stewardship of Resources Chapter of the Master Plan was solicited and received on February 2, 2016 at 11:00 am.

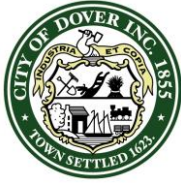
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	132	Number of Responses:	1
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	Resilience Planning & Design, Steve Whitman	Fund:	Consulting Svs
Other Approvals Required	No	References	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

[B16024 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2016.12.14 – 157**
Resolution Re: B17019 Electrical Contractor

WHEREAS: Requests for sealed Bid # B17019 was issued and received for an as needed Electrical Services contractor on November 3, 2016 with rates to hold for (1) one year and with option to renew (3) three additional years' subject to annual review, funding availability and vendor satisfaction; and

WHEREAS: Two bid replies were received and evaluated. Rates offered by all vendors were applied to prior history of hours and materials with the lowest pricing being received from current vendor Martineau Electric, Inc. The bid response deemed most advantageous to the City and thereby being recommended is Martineau Electric Inc of Dover NH.

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

The Purchasing Agent is hereby authorized to issue purchase orders to Martineau Electric, Inc given the rates provide in conjunction with B17019. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4433	Maintenance of Equipment	198,373.00	55,834.00
xxxx.1.xxx.xxxxx.4431	Maintenance of Building	251,660.00	112,753.00

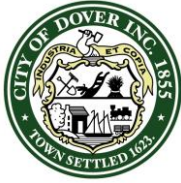
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved for Legal Compliance: Anthony I. Blenkinsop
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

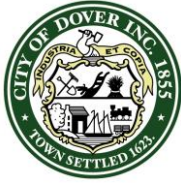
Resolution Number: **R – 2016.12.14 – 157**
Resolution Re: B17019 Electrical Contractor

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2016.12.14 – 157**
Resolution Re: B17019 Electrical Contractor

RESOLUTION BACKGROUND MATERIAL:

The electrical contractor must be licensed in the state of New Hampshire, and have general knowledge of residential and commercial electrical system, which would include pumps, motors, transfer switches, Variable Frequency Drives (VFD's), and instrumentation equipment such as Supervisory Control & Data Acquisition (SCADA) systems. The contractor must have their own vehicle, tools & meters. The contractor must be able to respond to emergencies within a 2-hour time frame. The successful bidder must have at least five (5) years experience in the field.

Rates are to be for a one (1) year period of time (1/1/2017-12/31/2017), to be renewed for each of three (3) additional years, subject to funding availability, annual pricing review and negotiations at the end of each annual period.

Bid Information:

Sealed Bid # B17019 was issued and received for an as needed Electrical Services contractor on 11/3/16.

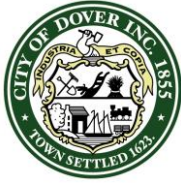
Award Information:

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:	85	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	1 yr	Estimated Delivery:	As needed
Recommended Award to:	Martineau Electric, 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

[B17019 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2016.12.14 – 158**

Resolution Re: Disposal of City Owned Real Estate @ Floral Avenue
Parcel ID 28034-A00000

WHEREAS: On November 8, 2016 the City received a request to purchase city owned real estate located on Floral Avenue listed as parcel ID 28034-A00000 along with a \$250.00 deposit; and

WHEREAS: Pursuant to City Ordinance 79-11 Disposing of Tax-Deeded and City Owned Real Estate, the City Manager has evaluated the real estate for its current and future use and recommends that the property be sold to the highest bidder offering a minimum of 80% of the fair market value as established by the City Assessor; and

WHEREAS: The property tax card and map is also included as part of this resolution.

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

Per chapter 79-11 a request has been received and the recommendation is for City Council to vote to sell Parcel 28034-A000000 to the highest bidder offering a minimum of 80% of the fair market value as established by the City Assessor.

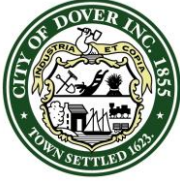
AUTHORIZATION

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.3.

Resolution Number: **R – 2016.12.14 – 158**
Resolution Re: Disposal of City Owned Real Estate @ Floral Avenue
Parcel ID 28034-A00000

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

Per City ordinance chapter 79, upon receiving a letter of interest to purchase real estate and the accompanying deposit, the City Manager shall evaluate the real estate requested for its current and future use. The City Manager shall then recommend to the City Council within four (4) weeks of receipt of interest that the property either be sold according to the procedure determined herein or retained by the City. The City Manager is recommending the property be sold to the highest bidder offering a minimum of 80% of the fair market value as established by the City Assessor.

Notice of the intent to sell shall be published in the newspaper, solicited through the public bidding process and sent by certified mail to abutters.

28034-A

**Property Information**

Property ID 28034-A00000
Location FLORAL AV
Owner CITY OF DOVER



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

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

Parcels updated 11/15/2016
Properties updated 11/28/2016

Property Location:

Floral Av

Commercial Property Record Card - Dover, New Hampshire

Parcel ID: 28034-A00000

Map Block No. 28-34-A-0

Class: E

Use:

903

Card 1 of 1

Current Owner		Previous Owner History			Miscellaneous		Assessment Information	
		Name	Deed	Date			Assessed Value:	Prior
City Of Dover 288 Central Ave Dover Nh 03820		Bourque Raymond	00846/0054		Deed Info: 0/0-10/01/1992 Zoning: RM-SU Neighborhood: 1114 Units: 0		Assessed Value: *	
Notes		Entrance Information					Inc:	
		Date	Time	ID	Actv	Entrance Code	Source	Land: 600 600
		08/17/2010	C	TC		Vac/Ob&y Entry & Sign Entry & Sign		Bldg: 600 600
							Total: 600 600	
							Assessed Information: Value: 600	
							Effective DOV: 4/1/2015 Value Flag: COST VALUE	

Sales History				
Book/Page	Date	Price	Type	Validity
0/0 00846/0054	10/01/1992		1	9

Permit Information				
Date	Permit #	Price	Purpose	% Comp.
				0
				0

Land Information				
Type	Size	Grade	Influence Factor 1, 2 and %	Value
Residual	A	0.08	0	570
Total Acres for this Parcel		0.08	Total Land Value	600

No Picture Available

Floral Av

Parcel ID: 28034-A00000

Class: E

Use:

903

Card 1 of 1

[illegible]

Building No: 0
Year Built: 0
No of Units: 0
Structure Type:

Grade:	
Identical Units:	0
Efficiencies:	0
1 Bedroom Apts:	0
2 Bedroom Apts:	0
3 Bedroom Apts:	0
Covered Park:	0
Uncovered Park:	0

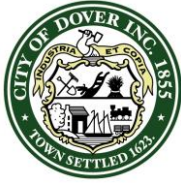
Total Unadjusted RCN:	0
Average Percent Good:	.00
Total Unadj. RCNLD:	0
Grade Factor:	0.00
No of Identical Units:	0
Economic Cond Factor:	0.00
RCNLD:	0

Net Rentable Area:

[illegible]

Description	+/-	RCNLD
		0

Line	StructureCode	+/-	Measure 1	Measure 2	IdenticalUnits
0			0	0	0
0			0	0	0
0			0	0	0
0			0	0	0
0			0	0	0
0			0	0	0
0			0	0	0
0			0	0	0
0			0	0	0
			Total Other Features		
					0



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2016.12.14 – 159**

Resolution Re: City Wide 2017 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations LLC

WHEREAS: Emery and Garrett Groundwater Investigations LLC Inc (EGGI) was the awarded firm through Sealed Bid B13043 for hydrogeological consulting services exploration and development of replacement groundwater supply. EGGI has been the ongoing consultant for various other groundwater projects for the City throughout the years; and

WHEREAS: The current groundwater monitoring program ends in December 2016 and the City received a scope of work and costs totaling \$49,960 from EGGI for the 2017 city wide groundwater monitoring program. Due to their vast experience in this field, it is the recommendation to award this project to EGGI in the amounts outlined in this resolution; and

WHEREAS: Dover purchasing Code 3-36 B: the competitive bid procedure may be waived by a majority vote of the City Council.

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 Emery and Garrett Groundwater Investigations LLC for the city-wide groundwater monitoring program for 2017 in the amount of \$49,960.00. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendors, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03574.11	CS Water Exploration	906,321.00	59,404.00

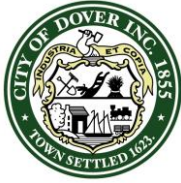
AUTHORIZATION

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.4.

Resolution Number: **R – 2016.12.14 – 159**

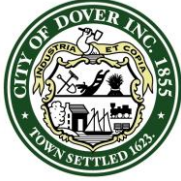
Resolution Re: City Wide 2017 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations LLC

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2016.12.14 – 159**

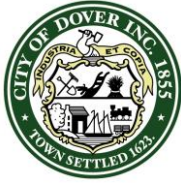
Resolution Re: City Wide 2017 Groundwater Monitoring Program with
Emery & Garrett Groundwater Investigations LLC

RESOLUTION BACKGROUND MATERIAL:

Task I: Water Quality Sampling Collection and Analyses	
Task IA: 13 Monitoring Wells	\$7,800
Task IB: 10 Production Wells	\$6,000
Task IC: Monitoring required to meet Permit for Production Well DPH#1	\$9,025
Task IC: Less Amount paid by MtBE fund	\$3,065
Total cost for Task I	\$19,760
Task II: Aquifer Water Level Monitoring	
Task IIA: 13 Monitoring Wells	\$15,150
Task IIB : Monitoring required to meet Permit for Production Well DPH#1	\$0
Entire cost paid by MtBE fund	
Total Costs Task II	\$15,150
Task II Annual Summary Report	\$13,350
Task IV Presentation of Data to City Council	\$1,700
Total Costs for Tasks I – IV	\$49,960

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	Emery & Garrett Groundwater Investigation Inc	Fund:	CIP
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bidding



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2016.12.14 – 160**
Resolution Re: Groundwater Exploration and Development Program
City Wide Bedrock Aquifer Assessment

WHEREAS: Emery and Garrett Groundwater Investigations LLC Inc (EGGI) was the awarded firm through Sealed Bid B13043 for hydrogeological consulting services exploration and development of replacement groundwater supply. EGGI has been the ongoing consultant for various other groundwater projects for the City throughout the years; and

WHEREAS: The City received a scope of work and cost proposal in the amount of \$36,500 from EGGI to conduct groundwater exploration and development program of a city wide bedrock aquifer assessment. Due to their vast experience in this field, it is the recommendation to award this project to EGGI in the amounts outlined in this resolution; and

WHEREAS: Dover purchasing Code 3-36 B: the competitive bid procedure may be waived by a majority vote of the City Council.

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 Emery and Garrett Groundwater Investigations LLC for the groundwater exploration and development program for city wide bedrock aquifer assessment in the amount of \$36,500.00. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendors, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03574.12	CS Water Exploration	73,850.88	38,445.55

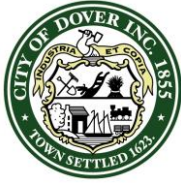
AUTHORIZATION

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.

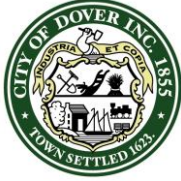
Resolution Number: **R – 2016.12.14 – 160**
Resolution Re: Groundwater Exploration and Development Program
City Wide Bedrock Aquifer Assessment

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

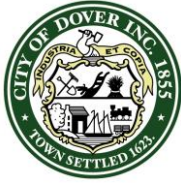
Resolution Number: **R – 2016.12.14 – 160**
Resolution Re: Groundwater Exploration and Development Program
City Wide Bedrock Aquifer Assessment

RESOLUTION BACKGROUND MATERIAL:

PHASE I: Hydrogeologic Site Characterization-Selection of Favorable Areas for Groundwater Development	
Task A: Remote Sensing Analyses of Local Hydrogeologic Environment	
Task B: Evaluation of Bedrock Geology	
Task C: Geologic Field Mapping/Fracture Fabric Analyses	
Task D: Groundwater Recharge Analyses	
Task E : Review of Potential Threats to Groundwater Quality	
Task F: selection and prioritization of Specific Zones considered Favorable for Groundwater Development	
Total Costs for Phase I	\$36,500

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	Emery & Garrett Groundwater Investigation Inc	Fund:	CIP
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bidding



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2016.12.14 – 161**

Resolution Re: Groundwater Assessment of the Day Property Black Water Brook Aquifer

WHEREAS: Emery and Garrett Groundwater Investigations LLC Inc (EGGI) was the awarded firm through Sealed Bid B13043 for hydrogeological consulting services exploration and development of replacement groundwater supply. EGGI has been the ongoing consultant for various other groundwater projects for the City throughout the years; and

WHEREAS: The City received a scope of work and cost proposal in the amount of \$44,850 for EGGI to conduct geophysical surveying and sampling at the Day property. EGGI will also prepare preliminary hydrogeological reports to be submitted to State of NH Department of Environmental Services. Due to their vast experience in this field, it is the recommendation to award this project to EGGI in the amounts outlined in this resolution; and

WHEREAS: Dover purchasing Code 3-36 B: the competitive bid procedure may be waived by a majority vote of the City Council.

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 Emery and Garrett Groundwater Investigations LLC for geophysical surveying and sampling at the Day property and NHDES reporting in the amount of \$44,850.00. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendors, consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03574.11	CS Water Exploration	906,321.00	9,444.67
5300.1.300.43320.4757.03574.12	CS Water Exploration	73,850.88	73,850.88

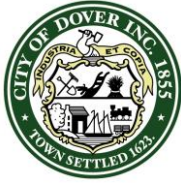
AUTHORIZATION

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 – 2016.12.14 – 161**

Resolution Re: Groundwater Assessment of the Day Property Black Water
Brook Aquifer

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

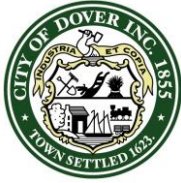
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor, Ward 4 Vacant		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		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

RESOLUTION BACKGROUND MATERIAL:

Scope and Cost	
Task A: Geophysical Surveys	\$19,850
Task B: Sampling	\$3,500
Task C: Preliminary Hydrogeologic Report to NHDES	\$21,500
Total Costs:	\$44,850

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	Emery & Garrett Groundwater Investigations Inc	Fund:	CIP
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bidding



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2016.12.14 – 162**

Resolution Re: Property & Liability and Workers Compensation Insurance
Contribution Assurance Program (CAP)

WHEREAS: The City departments and School departments have been insured for property and liability and worker's compensation insurance through the NH Public Risk Management Exchange (Primex) for many years. In an effort to consolidate coverage with the School Department and possibly recognize cost savings, the City requested a package price for combining P&L and Workers Compensation for all municipal departments with Primex; and,

WHEREAS: In July 2016 Primex has offered a capped two-year property and liability rate of no more than 9% for FY18 and FY19. Primex also offered capped workers compensation rate of not more than 10% for the same two years which was approved by council via resolution R-2016.07.13-93; and

WHEREAS: Primex has recently offered a revised agreement with a capped three-year property and liability rate of no more than 5% for FY18, FY19 and FY20. Primex also offered capped workers compensation rate of not more than 6% for the same three years; and

WHEREAS: It is the recommendation to accept the revised agreement and remain with Primex for the city's P&L and WC insurance.

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

The Purchasing Agent is hereby authorized to issue a purchase orders to Primex for property & liability insurance and workers compensation insurance as outlined above. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
xxxx.x.xxxxx.4521.xxxxx	Property Insurance	116,762	116,762
xxxx.x.xxxxx.4522.xxxxx	Vehicle Insurance	94,806	94,806
xxxx.x.xxxxx.4523.xxxxx	Police Liability	51,977	51,977
xxxx.x.xxxxx.4524.xxxxx	Public Liability	117,834	117,834
6800.1.550.49200.4260.09100	Workers compensation	573,320	573,320

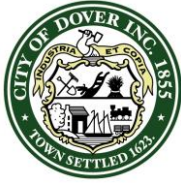
AUTHORIZATION

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.7.

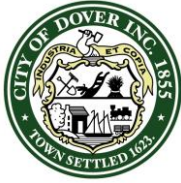
Resolution Number: **R – 2016.12.14 – 162**
Resolution Re: Property & Liability and Workers Compensation Insurance
Contribution Assurance Program (CAP)

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2016.12.14 – 162**
Resolution Re: Property & Liability and Workers Compensation Insurance
Contribution Assurance Program (CAP)

RESOLUTION BACKGROUND MATERIAL:

The City departments and School departments have been insured for property and liability and worker's compensation insurance through the NH Public Risk Management Exchange (Primex) for many years. In an effort to consolidate coverage with the School Department and possibly recognize cost savings, the City requested a package price for combining P&L and Workers Compensation for all municipal departments with Primex.

Primex has offered a revised agreement for a capped three-year property and liability rate of no more than 5% for the FY18, FY19 and FY20 years. Primex has also offered capped three year workers compensation rate of not more than 6% for the same period.

Award Information:

A purchase order will be issued to Primex to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	0	Number of Responses:	0
Warranty:	Na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	3 yrs	Estimated Delivery:	As needed
Recommended Award to:	Primex	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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: R – 2016.12.14 – 163
Resolution Re: Restoration of Merged Lots (7 Country Club Estates)

WHEREAS: NH RSA 674:39-aa (Supp. 2011) allows property owners whose property has been involuntarily merged by a municipality prior to September 18, 2010 to apply to the City Council to unmerge the lots; and

WHEREAS: Richard M. Allen & Diana H. Allen, Trustees of the Allen Family Revocable Trust of 2013 are the owners of property at 7 Country Club Estates (Assessor's Map N, Lot 12J) made up of two (2) original lots which have been merged into one (1); and

WHEREAS: Richard M. Allen & Diana H. Allen, Trustees of the Allen Family Revocable Trust of 2013 have submitted an application to restore the two (2) original lots; and

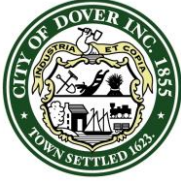
WHEREAS: City records show no indication that voluntary merger has occurred in the chain of title.

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

Pursuant to RSA 674:39-aa (Supp.2011), the application of Richard M. Allen & Diana H. Allen, Trustees of the Allen Family Revocable Trust of 2013 is approved and the former lot lines of the property owned by Richard M. Allen & Diana H. Allen, Trustees of the Allen Family Revocable Trust of 2013 located at 7 Country Club Estates (Assessor's Map N, Lot 12J) are hereby restored as shown on historical plans and contained within the property deeds.

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.8.	
Resolution Number: R – 2016.12.14 – 163 Resolution Re: Restoration of Merged Lots (7 Country Club Estates)		

DOCUMENT HISTORY:

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

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

RESOLUTION BACKGROUND MATERIAL:

RSA 674:39-aa (Supp. 2011) allows property owners whose property has been involuntarily merged by a municipality to apply to the City Council to unmerge the lots. The Statute requires that in order to approve the restoration, it must be the case that the owner has not committed any overt action or engaged in any conduct that indicates that the owner regarded the lots as merged including, but not limited to, abandoning a lot line. If the owner has committed such an act or engaged in such conduct, the merger is considered voluntary and the only way to separate the lots would be by a subdivision. The burden of demonstrating that a merger was voluntary is on the municipality.

The restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. Furthermore, the lots shall no longer be assessed as one lot for property tax evaluation purposes.

The applicant submitted the attached application to restore the lots on September 27, 2016 with additional materials. Staff reviewed City of Dover records and found no instance of voluntary merger of these two lots.



City of Dover, New Hampshire
APPLICATION FOR LOT RESTORATION

[Revision Date: May 6, 2012]

RECEIVED

NOV 29 2016

DOVER ASSESSING

Office Use Only

Date Received 11/28/16 *KWR*

In accordance with RSA 674:39 aa, lots or parcels that were involuntarily merged by municipal action for zoning, assessing, or taxation purposes prior to September 18, 2010 shall be restored to their premerger status provided that request is submitted to the City Council prior to December 31, 2016 and no owner in the chain of title voluntarily merged his or her lots.

APPLICANT AND OWNER INFORMATION

Name of Applicant: RICHARD + DIANA ALLEN Telephone # 742-2599
Address of Applicant: 7 COUNTRY CLUB ESTATES DR. E-Mail Address RMDH.ALLEN@COMCAST.NET
Name of Property Owner (if different from applicant): _____ Telephone # _____
Address of Property Owner: _____ E-Mail Address _____

PROPERTY INFORMATION

Assessor's Map # 1V Lot # 12J ~~12C~~ Zoning District(s) R-40

Please provide:

- A Copy of the deed for the parcel(s)/lot(s)
- A Copy of any recorded plans or surveys which may depict the premerger configuration of any lots.
- If any part of the existing map/lot is improved by a structure, the applicant must provide a signed & stamped as-built survey which reflects the location of the structure.
- If the applicant is someone other than the property owner, a letter from the property owner authorizing the applicant to submit this application and make the request to restore the property owner's lot(s) to pre-merger status.

REQUEST CERTIFICATION

I/we hereby verify by signing this application that I/We understand that the restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. It is further understood that the above described lots shall no longer be assessed as one lot for property tax evaluation purposes.

Signature of Property Owner: Richard Allen Diana Allen Date: 11-29-16

Signature of Applicant (if different from owner): _____ Date: _____

=====

(For Office Use Only)

In accordance with RSA 674:39 aa, we have found no evidence of voluntary lot merger.

Tax Assessor Dan Zangley Date 12/8/16

Zoning Administrator Elena Pickett Date 12/8/16

**Property Information**

Property ID N0012-J00000
Location 7 COUNTRY CLUB ESTATES DR
Owner ALLEN RICHARD M & DIANA H TRUSTEES



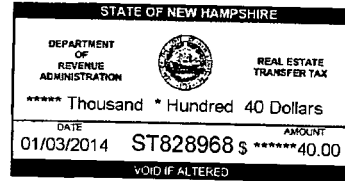
**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

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

Parcels updated 11/15/2016
Properties updated 11/29/2016

After Recording, Return to:
William V.A. Zorn, Esq. / SCL #37939
McLane, Graf, Raulerson & Middleton, P.A.
900 Elm Street, P.O. Box 326
Manchester, NH 03105-0326

Doc # 0000065 Jan 3, 2014 1:39 PM
Book 4190 Page 0120 Page 1 of 3
Register of Deeds, Strafford County



WARRANTY DEED

DIANA H. ALLEN, a married individual, of 7 Country Club Estates Drive, Dover, County of Strafford, State of New Hampshire 03820, for consideration paid, grants to **RICHARD M. ALLEN and DIANA H. ALLEN, TRUSTEES of THE ALLEN FAMILY REVOCABLE TRUST OF 2013**, a New Hampshire trust created u/d/t dated October 29, 2013, with a mailing address of 7 Country Club Estates Drive, Dover, County of Strafford, State of New Hampshire 03820, with WARRANTY COVENANTS, the following described premises:

Two certain tracts of land with the buildings thereon situated in Dover, County of Strafford and State of New Hampshire, bounded and described as follows:

Tract I

A certain tract of land, with the buildings thereon, situated at the corner of Country Club Estates Drive and Sligo Road in Dover, Strafford County, New Hampshire, being Lot #7, as shown on plan entitled, "Final Plan, Fischer Homes, Inc., COUNTRY CLUB ESTATES, Dover, N.H., dated January 1965, revised April 21, 1965, June 4, 1965 and July 1966, G. L. Davis & Associates," a copy of which is recorded in Strafford County Registry of Deeds, Pocket #7, Folder #2, as Plan #23, said Lot #7 being more particularly bounded and described as follows, to wit:

Beginning at a steel stake at the junction of the Southerly sideline of Sligo Road with the Easterly sideline of Country Club Estates Drive, said steel stake also being at the Northwesterly corner of the herein described premises;

Thence running North 87° 30' East by the wall along the Southerly sideline of Sligo Road a distance of two hundred ten and no tenths (210.0) feet to the Northwesterly corner of land of the Cochecho Country Club, Inc.;

Thence turning and running South 06° 25' East by the wall and land of said Club a distance of one hundred fifty and no tenths (150.0) feet to a steel stake at the Northeasterly corner of Lot #8 on said Plan;

Thence turning and running North 86° 58' West by said Lot #8 a distance of two hundred forty-one and six tenths (241.6) feet to a steel stake in the Easterly sideline of said Drive;

Thence turning and running North 14° 27' East by said Drive a distance of ninety and no tenths (90.0) feet to a steel stake; thence turning and running North 11° 00' West by said Drive a distance of forty and no tenths (40.0) feet to the point of beginning.

Tract II

A certain tract of land, with the buildings thereon, situated on the Easterly side of Country Club Drive in Dover, Strafford County, New Hampshire, being Lot #8 as shown on plan described above, said Lot #8 being more particularly bounded and described as follows, to wit:

Beginning at a steel stake in the Easterly sideline of Country Club Estates Drive, said stake also being at the junction of the Northwesterly corner of the herein described premises with the Southwesterly corner of Lot #7;

Thence running South 86° 58' East by Lot #7 a distance of two hundred forty-one and six tenths (241.6) feet to a steel stake in a wall and land of the Cochecho Country Club, Inc.;

Thence turning and running South 06° 26' East by said wall and land of said Club a distance of one hundred ten and no tenths (110.0) feet to a steel stake at the Northeasterly corner of Lot #9 on said Plan;

Thence turning and running South 87° 15' West by said Lot #9 a distance of three hundred two and six tenths (302.6) feet to a steel stake in the Easterly sideline of said Drive;

Thence turning and running North 19° 36' East by the Easterly sideline of said Drive a distance of one hundred forty-five and no tenths (145.0) feet to the point of beginning.

The above two tracts are conveyed together with the right to drain surface water over and across the property of Cochecho Country Club, Inc. as set forth in instruments dated December 7, 1965 and recorded in Strafford County Records, Book 806, Page 14.

Both of the above tracts are subject, however, to protective covenants as declared by Fischer Homes, Inc. by instrument dated June 1, 1964 and recorded in the Strafford County Records, Book 796, Page 446 and Amendment dated December 30, 1966, recorded in same Records, Book 826, Page 171.

Meaning and intending to convey the same premises conveyed to Diana H. Allen by deed of Diana H. Allen and Richard M. Allen, Trustees of The Diana H. Allen Revocable Trust of 1992, of even date herewith, to be recorded in the Strafford County Registry of Deeds. SEE ALSO deed of Richard M. Allen and Diana H. Allen to Diana H. Allen and Richard M. Allen, as Trustees of The Diana H. Allen Revocable Trust of 1992, dated February 27, 1997 and recorded in the Strafford County Registry of Deeds at Book 1932, Page 443.

THIS DEED WAS PREPARED FROM INFORMATION SUPPLIED BY THE WITHIN GRANTOR AND NO INDEPENDENT TITLE EXAMINATION HAS BEEN PERFORMED.

This transfer of property is into a revocable trust, the beneficial interests of which are not represented by transferable shares, for estate planning purposes as a testamentary substitute for which minimum transfer taxes are payable, in accordance with Rev. 802.02.

Signed on Dec. 10th, 2013.

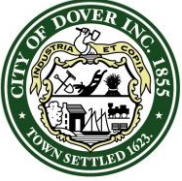
Diana H Allen
Diana H. Allen, Grantor

STATE OF NEW HAMPSHIRE
COUNTY OF Strafford

The foregoing instrument was acknowledged before me on December 10th, 2013, by Diana H. Allen.

Esina Navarro
Notary Public/Justice of the Peace
Printed Name: ESINA Navarro
My Commission Expires: 2-8-2017
(Seal)





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: R - 2016.12.14 – 164

Resolution Re: Restoration of Merged Lots (5 Riverside Drive)

WHEREAS: NH RSA 674:39-aa (Supp. 2011) allows property owners whose property has been involuntarily merged by a municipality prior to September 18, 2010 to apply to the City Council to unmerge the lots; and

WHEREAS: Dave White and Margaret Merz are the owners of property at 5 Riverside Drive (Assessor's Map L, Lot 92A) made up of two (2) original lots which have been merged into one (1); and

WHEREAS: Dave White and Margaret Merz have submitted an application to restore the two (2) original lots; and

WHEREAS: City records show no indication that voluntary merger has occurred in the chain of title.

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

Pursuant to RSA 674:39-aa (Supp.2011), the application of Dave White and Margaret Merz is approved and the former lot lines of the property owned by Dave White and Margaret Merz located at 5 Riverside Drive (Assessor's Map L, Lot 92A) are hereby restored as shown on historical plans and contained within the property deeds.

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by:

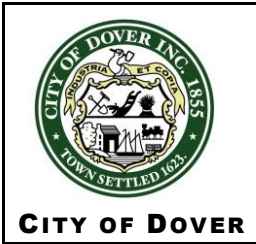
Mayor Karen Weston
By request

Approved for Legal Form and
Compliance:

Anthony I. Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: R - 2016.12.14 – 164
Resolution Re: Restoration of Merged Lots (5 Riverside Drive)

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

RSA 674:39-aa (Supp. 2011) allows property owners whose property has been involuntarily merged by a municipality to apply to the City Council to unmerge the lots. The Statute requires that in order to approve the restoration, it must be the case that the owner has not committed any overt action or engaged in any conduct that indicates that the owner regarded the lots as merged including, but not limited to, abandoning a lot line. If the owner has committed such an act or engaged in such conduct, the merger is considered voluntary and the only way to separate the lots would be by a subdivision. The burden of demonstrating that a merger was voluntary is on the municipality.

The restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. Furthermore, the lots shall no longer be assessed as one lot for property tax evaluation purposes.

The applicant submitted the attached application to restore the lots on September 27, 2016 with additional materials. Staff reviewed City of Dover records and found no instance of voluntary merger of these two lots.



City of Dover, New Hampshire APPLICATION FOR LOT RESTORATION

[Revision Date: May 6, 2012]

RECEIVED
Planning Office

Office Use Only

Date Received 9-29-2016

In accordance with RSA 674:39 aa, lots or parcels that were involuntarily merged by municipal action for zoning, assessing, or taxation purposes prior to September 18, 2010 shall be restored to their premerger status provided that request is submitted to the City Council prior to December 31, 2016 and no owner in the chain of title voluntarily merged his or her lots.

APPLICANT AND OWNER INFORMATION

Name of Applicant: Dave White & Margaret Merz Telephone # 603 742 2694

Address of Applicant: 5 Riverside Dr ^{Dover NH} 03820 E-Mail Address mandm200@juno.com

Name of Property Owner (if different from applicant): _____ Telephone # _____

Address of Property Owner: _____ E-Mail Address _____

PROPERTY INFORMATION

Assessor's Map # L Lot # 92A Zoning District(s) R-20

Please provide:

- A Copy of the deed for the parcel(s)/lot(s)
- A Copy of any recorded plans or surveys which may depict the premerger configuration of any lots.
- If any part of the existing map/lot is improved by a structure, the applicant must provide a signed & stamped as-built survey which reflects the location of the structure.
- If the applicant is someone other than the property owner, a letter from the property owner authorizing the applicant to submit this application and make the request to restore the property owner's lot(s) to pre-merger status.

REQUEST CERTIFICATION

I/we hereby verify by signing this application that I/We understand that the restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. It is further understood that the above described lots shall no longer be assessed as one lot for property tax evaluation purposes.

Signature of Property Owner: Dave White & Margaret Merz Date: 9-27-16

Signature of Applicant (if different from owner): _____ Date: _____

=====

(For Office Use Only)

In accordance with RSA 674:39 aa, we have found no evidence of voluntary lot merger.

Tax Assessor [Signature] Date 11/1/16

Zoning Administrator [Signature] Date 9/29/16

FORECLOSURE DEED

FEDERAL DEPOSIT INSURANCE CORPORATION (a corporation organized and existing under an Act of Congress of the United States of America) AS LIQUIDATING AGENT FOR SEACOAST SAVINGS BANK, a New Hampshire banking corporation, holder of a Mortgage from Arnold Peters and Lorraine Peters dated September 9, 1988 and recorded at the Strafford County Registry of Deeds at Book 1408, Page 0060, c/o Banc One New Hampshire Asset Management Corporation, P.O. Box 1197, Manchester, New Hampshire 03105-1197, FOR CONSIDERATION PAID, grants to DAVE W. WHITE and MARGARET E. MERZ, husband and wife as joint tenants with rights of survivorship, having a mailing address of 12 Stonecroft #15, Portsmouth, County of Rockingham, State of New Hampshire 03801, the following described premises:

A certain parcel of land with the buildings thereon, situate on the Southerly side of and being #5 Riverside Drive in Dover, Strafford County and State of New Hampshire, being Lots #3 and #4 as shown on Plan entitled "Plan Showing Proposed Development Land Owned by Philip W. Hanson, Dover Point Road, Dover, N.H., dated November 29, 1951, Harold G. Hersey Prof. Engr." a copy of which is recorded in Strafford County Registry of Deeds, Pocket #1, Folder #1, as Plan #12, and bounded and described as follows:

BEGINNING at an iron pipe in the Southerly sideline of Riverside Drive, said iron pipe also being at the junction of the herein described premises with the Northeasterly corner of Lot #2; thence S 83° 04' E by the Southerly sideline of Riverside Drive a distance of Two Hundred (200) feet to an iron pipe at the Northwesterly corner of Lot #5; thence S 06° 21' W by Lot #5 a distance of One Hundred Twenty-five (125) feet to an iron pipe at land formerly of Alfred A. Junior; thence N 83° 04' W by land of said Junior a distance of Two Hundred (200) feet to an iron pipe at the Southeasterly corner of Lot #2; thence N 06° 21' E by Lot #2 a distance of One Hundred Twenty-five feet to the point of beginning.

Subject, however, to the following conditions and restrictions:

1. Only single family dwellings shall be erected on said premises.
2. Said premises shall be used for residential purposes only.
3. No building shall be erected less than thirty feet back from the Southerly sideline of said Riverside Drive.

Being the same premises as conveyed to Arnold Peters and Lorraine Peters by deed dated September 9, 1988 and recorded in the Strafford County Registry of Deeds at Book 1408, Page 0059.

The Federal Deposit Insurance Corporation is exempt from transfer tax.

Dated this 25th day of August, 1993.

FEDERAL DEPOSIT INSURANCE CORPORATION
as Liquidating Agent for Seacoast
Savings Bank

BY *Dennis M. Donovan*
Dennis M. Donovan
Attorney-in-Fact

STATE OF NEW HAMPSHIRE	
DEPARTMENT OF REVENUE - ADMINISTRATION	REAL ESTATE TRANSFER TAX
XXXX THOUSAND XX3 HUNDRED AND X95 DOLLARS	
09-20-93	104033 \$ 395.00
XX-ADON-115-ED-XX	

1993 SEP 20 AM 10:45

REGISTER OF DEEDS
STRAFFORD COUNTY

012841

BX1698PG0279

19A-20

STATE OF NEW HAMPSHIRE
HILLSBOROUGH, SS.

The foregoing instrument was acknowledged before me this 25th
day of August, 1993, by Dennis M. Donovan,
Attorney-in-fact for the Federal Deposit Insurance Corporation (a
corporation organized and existing under an Act of Congress of the
United States of America), as Liquidating Agent for Seacoast
Savings Bank (a New Hampshire banking corporation).

Doreen L. Salisbury

Notary Public

My Commission Expires:

DOREEN L. SALISBURY
NOTARY PUBLIC, NEW HAMPSHIRE
MY COMMISSION EXPIRES JUNE 28, 1994

BK1698PG0280

Know All Men By These Presents

THAT I, Alvah E. Roberts of Dover, in the County of Strafford and State of New Hampshire, for consideration paid, grant to Philip W. Hanson and Catherine A. Hanson, both of Portsmouth, in the County of Rockingham and State of New Hampshire, with warranty covenants to the said Philip W. Hanson and Catherine A. Hanson, as joint tenants with rights of survivorship, ~~xxx~~ a certain tract or parcel of land, situated on the Easterly side of the Dover Point Road in Dover, County of Strafford and State of New Hampshire, bounded and described as follows, viz: Beginning on the Easterly side of the Dover Point Road at the Northwesterly corner of land of Alfred A. Junior; thence running North six degrees twenty-one minutes East (N 6° 21' E) by a stone wall a distance of one hundred fifty (150) feet to an iron pipe driven in the ground at other land of Alvah E. Roberts, the grantor herein; thence turning and running South eighty-three degrees four minutes East (S 83° 04' E) by said other land of Alvah E. Roberts, a distance of seven hundred fifty (750) feet to an iron pipe driven in the ground; thence turning and running North six degrees twenty-one minutes East (N 6° 21' E) by a wire fence, and by said other land of Alvah E. Roberts, a distance of twenty-five (25) feet to an iron pipe driven in the ground; thence turning and running South eighty-three degrees four minutes East (S 83° 04' E) by said other land of Alvah E. Roberts, a distance of three hundred ten (310) feet to an iron pipe driven in the ground at the Piscataqua River; thence turning and running in a Southwesterly direction by said Piscataqua River a distance of one hundred seventy-eight (178) feet, more or less, to an iron pipe driven in the ground at said land of Alfred A. Junior; thence turning and running North eighty-three degrees four minutes West (N 83° 04' W) by a wire fence and said land of Alfred A. Junior, a distance of one thousand twenty-nine and five tenths (1029.5) feet to the Easterly side of the Dover Point Road and the point of beginning. Being a portion of the premises conveyed by William H. Roberts to Alvah E. Roberts and Bertha L. Roberts, by deed dated November 6, 1931, and recorded in the Strafford County Registry of Deeds, Book 447, Page 38. Being the lot of land shown on a "Plan of land owned by Alvah E. Roberts, Dover Point Road, Dover, N.H., November 19, 1951, H. G. Hersey, C.E."

And I, Florence J. Roberts, ^{(wife} ~~XXXXXX~~ of said grantor, release to said grantees all rights of

(dower and homestead and other interests therein.

Witness OUR hands and seal this 29th day of November, 1951.

WITNESS:

James A. Quinn
James A. Quinn

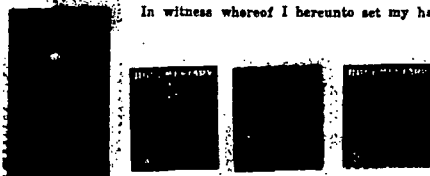
Alvah E. Roberts
Florence J. Roberts

STATE OF NEW HAMPSHIRE

COUNTY OF STRAFFORD

On this the 29th day of November, 1951, before me, the undersigned officer, personally appeared Alvah E. Roberts and Florence J. Roberts, known to me (or satisfactorily proven) to be the persons whose names are subscribed to the within instrument and acknowledged that they executed the same for the purposes therein contained.

In witness whereof I hereunto set my hand and official seal.



James A. Quinn
Justice of the Peace.

Title of Officer.

RECEIVED: 8:30 A. M. December 4, 1951.

EXAMINED BY: *Anna Maria Dufresne* Register.

lots 1-6

599
89

See "Dover" recorded in Book 612, Page 273

Know all Men by these Presents,

That we Philip W. Hanson and Catherine A. Hanson of Portsmouth in the County of Rockingham and The State of New Hampshire

for and in consideration of the sum of One Dollar and other valuable consideration
tous in hand before the delivery hereof, well and truly paid by Evelyn H. Hammond of Dover
in the County of Strafford and The State of New Hampshire
the receipt whereof we do hereby acknowledge, have granted, bargained, and sold, and by these presents do give, grant, bargain, sell, alien, enfeoff, convey, and confirm unto the said

Evelyn H. Hammond, her heirs and assigns forever,

A certain tract or parcel of land situated in Dover, in the County of Strafford and The State of New Hampshire, on the Southerly side of Riverside Drive, so called, more particularly bounded and described as follows:

Beginning on the Southerly side line of Riverside Drive at land now or formerly of Chester W. and Rose Baker, said point being 300' Easterly of the Easterly side line of the Dover Portsmouth Road; thence running in an Easterly direction 100' to a pipe at other land of said Hansons; thence turning and running in a Southerly direction 125' more or less to land of Alfred A. Junior; thence turning and running in a Westerly direction a distance of 100' more or less to land of said Bakers; thence turning and running in a Northerly direction by land of said Bakers a distance of 125' more or less to the point of beginning.

Meaning and intending to convey a portion of the premises described in deed of Alvah E. Roberts to Philip W. Hanson and Catherine A. Hanson dated November 29, 1951 and recorded in Strafford County Registry of Deeds Book 599, Page 89.

This conveyance is made subject to the following conditions, restrictions and limitations:

- (1) Only single family dwellings shall be erected on said premises;
- (2) Said premises shall be used for residential purposes only;
- (3) No building shall be erected less than thirty feet back from the Southerly side line of said Riverside Drive.



Lot # 3

TO HAVE AND TO HOLD the said granted premises, with all the privileges and appurtenances to the same belonging to the said Evelyn H. Hammond

and her heirs and assigns, to her and her only proper use and benefit forever. And we the said grantors, Philip W. and Catherine A. Hanson for ourselves and our heirs, executors and administrators, do hereby covenant, grant, and agree to and with the said Evelyn H. Hammond

and her heirs and assigns, that until the delivery hereof we are the lawful owner of the said premises, and are seized and possessed thereof in our own right in fee simple; and have full power and lawful authority to grant, and convey the same in manner aforesaid; that the said premises are free and clear from all and every incumbrance whatsoever,

and that we and our heirs, executors, and administrators shall and will warrant and defend the same to the said Evelyn H. Hammond

and her heirs and assigns against the lawful claims and demands of any person or persons whomsoever. we, Philip W. Hanson and Catherine A. Hanson of said Portsmouth in consideration aforesaid, do hereby relinquish our right, courtesy and dower in the before mentioned premises.

627
382

And we and each of us do hereby release all rights of HOMESTEAD secured to us, or either of us, by Chapter 260 of the Revised Laws of New Hampshire or by any other statute or statutes of said State.

IN WITNESS WHEREOF we have hereunto set our hands and seals this 9th day of March in the year of our Lord, one thousand nine hundred and fifty-four

Signed, sealed and delivered in presence of

Thomas E. Flynn
(to each)

Philip W. Hanson

Catherine A. Hanson

State of New Hampshire

Rockingham

SS. March, 9

A. D. 19 54

Personally appeared Philip W. and Catherine A. Hanson

known to me, or satisfactorily proven, to be the persons whose names are subscribed to the foregoing instrument and acknowledged that they executed the same for the purposes therein contained.

Before me,

Thomas E. Flynn
Justice of the Peace.

RECEIVED 2:00 P. M. Mar. 12, 1954

EXAMINED BY: Gene Morin Register

Know all Men by these Presents,

That we, Philip W. Hanson and Catherine A. Hanson of Portsmouth in the County of Rockingham and The State of New Hampshire

for and in consideration of the sum of One Dollar and other valuable consideration to us in hand before the delivery hereof, well and truly paid by Evelyn H. Hammond of Dover in the County of Strafford and The State of New Hampshire the receipt whereof we do hereby acknowledge, have granted, bargained, and sold, and by these presents do give, grant, bargain, sell, alien, enfeof, convey, and confirm unto the said

Evelyn H. Hammond, her heirs and assigns forever,

A certain tract or parcel of land situated in Dover, in the County of Strafford and The State of New Hampshire, on the Southerly side of Riverside Drive, so called, more particularly bounded and described as follows:

Beginning on the Southerly side line of said Riverside Drive at a point 400' Easterly of the Easterly side line of the Dover Portsmouth Road; thence running along said Easterly side line of said Riverside Drive a distance of 100' to land of Henry C. Swasey; thence turning and running in a Southerly direction by land of said Swasey a distance of 125' more or less to land of Alfred A. Junior; thence turning and running by said Junior land in a Westerly direction a distance of 100' more or less to land now or formerly of said Hansons; thence turning and running in a Northerly direction by said Hanson land a distance of 125' more or less to the point of beginning.

Meaning and intending to convey a portion of the premises described in deed of Alvah E. Roberts to Philip W. Hanson and Catherine A. Hanson dated November 29, 1951 and recorded in Strafford County Registry of Deeds Book 599, Page 89.

This conveyance is made subject to the following conditions, restrictions and limitations:

- (1) Only single family dwellings shall be erected on said premises;
- (2) Said premises shall be used for residential purposes only;
- (3) No building shall be erected less than thirty feet back from the Southerly side line of said Riverside Drive.



LOT #4

TO HAVE AND TO HOLD the said granted premises, with all the privileges and appurtenances to the same belonging to the said Evelyn H. Hammond

and her heirs and assigns, to her and her only proper use and benefit forever. And we the said grantors, Philip W. and Catherine A. Hanson for ourselves and our heirs, executors and administrators, do hereby covenant, grant, and agree to and with the said Evelyn H. Hammond

and her heirs and assigns, that until the delivery hereof we are the lawful owner of the said premises, and are seized and possessed thereof in our own right in fee simple; and have full power and lawful authority to grant, and convey the same in manner aforesaid; that the said premises are free and clear from all and every incumbrance whatsoever, except

and that we and our heirs, executors, and administrators shall and will warrant and defend the same to the said Evelyn H. Hammond

and her heirs and assigns against the lawful claims and demands of any person or persons whomsoever.

And we, Philip W. Hanson and of said Portsmouth, Catherine A. Hanson of said Dover, do hereby relinquish our right of / in the before mentioned premises.

627
384

And we and each of us do hereby release all rights of HOMESTEAD secured to us, or either of us, by Chapter 260 of the Revised Laws of New Hampshire or by any other statute or statutes of said State.

IN WITNESS WHEREOF we have hereunto set our hand s and seals this 9th day of March in the year of our Lord, one thousand nine hundred and fifty-four

Signed, sealed and delivered in presence of

Thomas E. Flynn, Jr.
(to Seal)

Philip W. Hanson

Catherine A. Hanson

State of New Hampshire

Rockingham SS. March 9 A. D. 19 54

Personally appeared Philip W. and Catherine A. Hanson

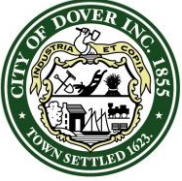
known to me, or satisfactorily proven, to be the persons whose name s subscribed to the foregoing instrument and acknowledged that the y executed the same for the purposes therein contained.

Before me,

Thomas E. Flynn, Jr. Justice of the Peace.

RECEIVED 2:00 P. M. Mar. 12, 1954

EXAMINED BY Anna Mosier Dube Register



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: R - 2016.12.14 – 165

Resolution Re: Restoration of Merged Lots (28 Rogers Street)

WHEREAS: NH RSA 674:39-aa (Supp. 2011) allows property owners whose property has been involuntarily merged by a municipality prior to September 18, 2010 to apply to the City Council to unmerge the lots; and

WHEREAS: Knox Marsh Development LLC is the owner of property at 28 Rogers Street (Assessor's Map 24, Lot 117) made up of two (2) original lots which have been merged into one (1); and

WHEREAS: Knox Marsh Development LLC has submitted an application to restore the two (2) original lots; and

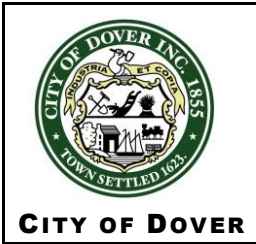
WHEREAS: City records show no indication that voluntary merger has occurred in the chain of title.

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

Pursuant to RSA 674:39-aa (Supp.2011), the application of Knox Marsh Development LLC is approved and the former lot lines of the property owned by Knox Marsh Development LLC located at 28 Rogers Street (Assessor's Map 24, Lot 117) are hereby restored as shown on historical plans and contained within the property deeds.

AUTHORIZATION

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



CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: R - 2016.12.14 – 165

Resolution Re: Restoration of Merged Lots (28 Rogers Street)

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

RSA 674:39-aa (Supp. 2011) allows property owners whose property has been involuntarily merged by a municipality to apply to the City Council to unmerge the lots. The Statute requires that in order to approve the restoration, it must be the case that the owner has not committed any overt action or engaged in any conduct that indicates that the owner regarded the lots as merged including, but not limited to, abandoning a lot line. If the owner has committed such an act or engaged in such conduct, the merger is considered voluntary and the only way to separate the lots would be by a subdivision. The burden of demonstrating that a merger was voluntary is on the municipality.

The restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. Furthermore, the lots shall no longer be assessed as one lot for property tax evaluation purposes.

The applicant submitted the attached application to restore the lots on September 10, 2016 with additional materials. Staff reviewed City of Dover records and found no instance of voluntary merger of these two lots.



City of Dover, New Hampshire
APPLICATION FOR LOT RESTORATION

[Revision Date: May 6, 2012]

RECEIVED
Planning Office

Office Use Only

Date Received **SEP 26 2016**

In accordance with RSA 674:39 aa, lots or parcels that were involuntarily merged by municipal action for zoning, assessing, or taxation purposes prior to September 18, 2010 shall be restored to their premerger status provided that request is submitted to the City Council prior to December 31, 2016 and no owner in the chain of title voluntarily merged his or her lots.

APPLICANT AND OWNER INFORMATION

Name of Applicant: KNOX MARSH DEVELOPMENT LLC Telephone # 603-742-2121
Address of Applicant: 242 CENTRAL AVE, DOVER E-Mail Address robert@centralfallsrealty.com
Name of Property Owner (if different from applicant): _____ Telephone # _____
Address of Property Owner: _____ E-Mail Address _____

PROPERTY INFORMATION

Assessor's Map # 24 Lot # 117 Zoning District(s) RM-U

Please provide:

- A Copy of the deed for the parcel(s)/lot(s)
- A Copy of any recorded plans or surveys which may depict the premerger configuration of any lots.
- If any part of the existing map/lot is improved by a structure, the applicant must provide a signed & stamped as-built survey which reflects the location of the structure.
- If the applicant is someone other than the property owner, a letter from the property owner authorizing the applicant to submit this application and make the request to restore the property owner's lot(s) to pre-merger status.

REQUEST CERTIFICATION

I/we hereby verify by signing this application that I/We understand that the restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. It is further understood that the above described lots shall no longer be assessed as one lot for property tax evaluation purposes.

Signature of Property Owner: Don Beck Date: 9-10-16

Signature of Applicant (if different from owner): _____ Date: _____

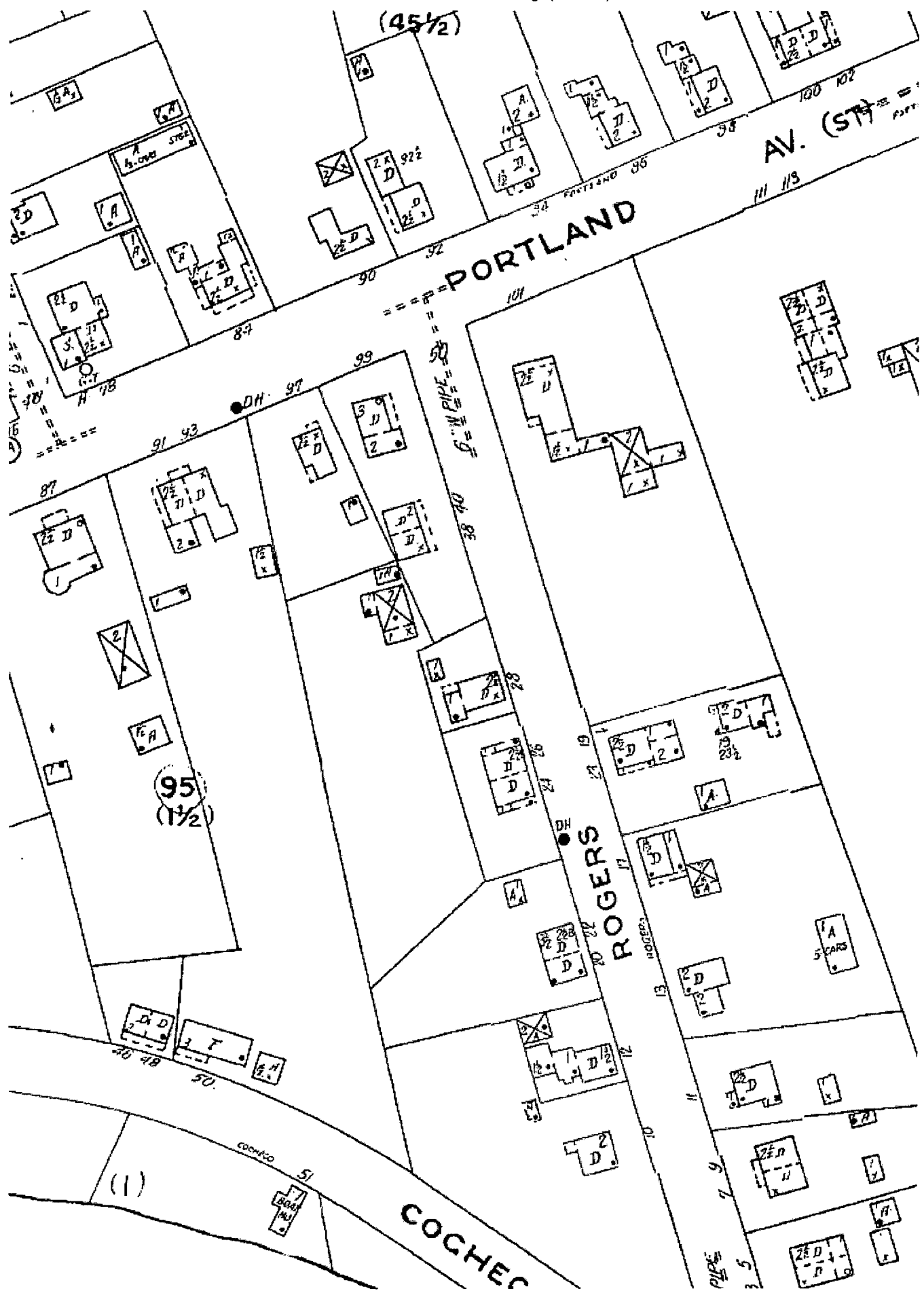
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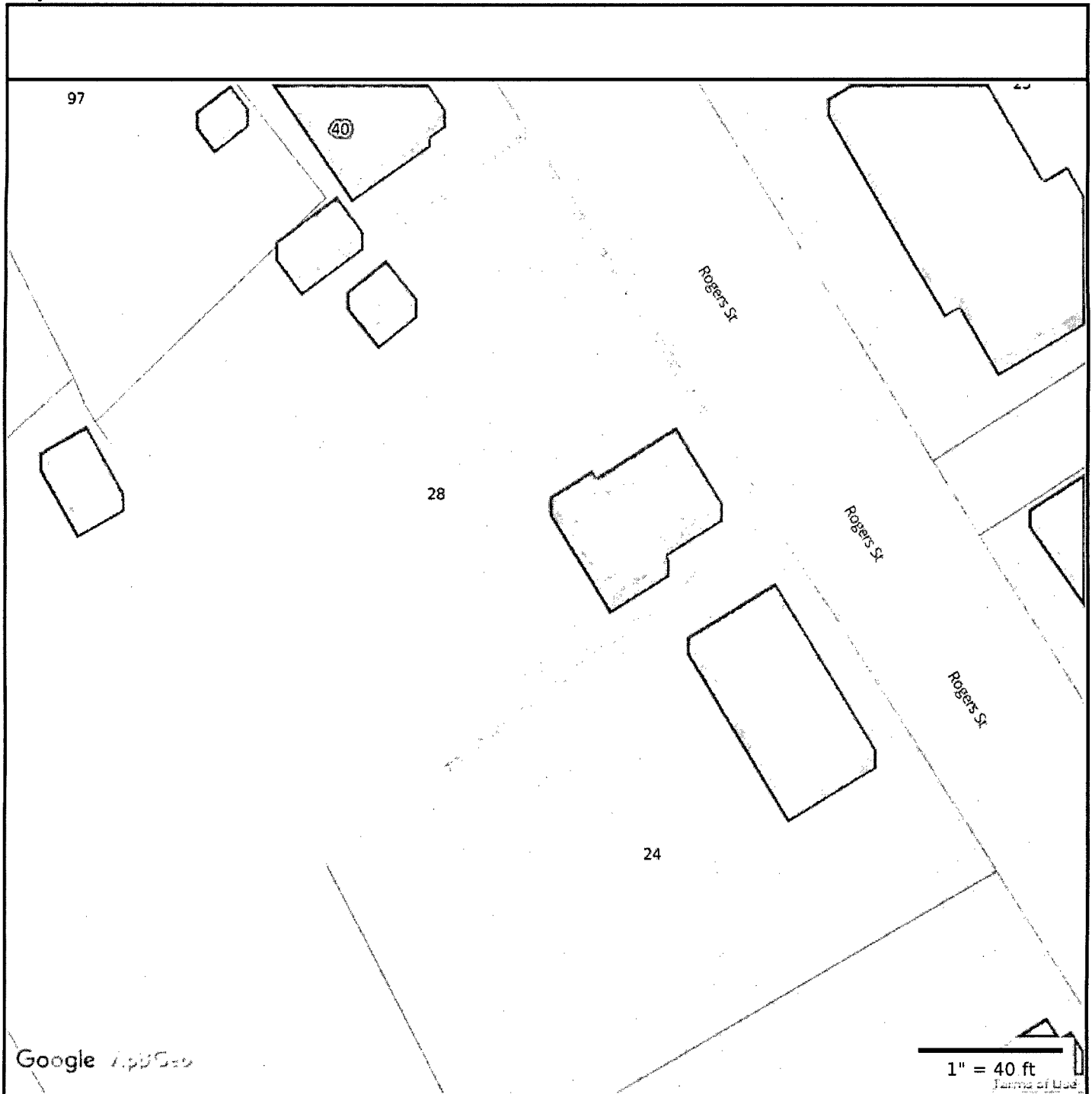
(For Office Use Only)

In accordance with RSA 674:39 aa, we have found no evidence of voluntary lot merger.

Tax Assessor [Signature] Date 11/1/16

Zoning Administrator [Signature] Date 11/10/16



**Property Information**

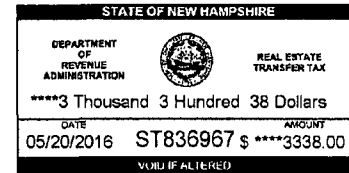
Property ID 24117-000000
Location 28 ROGERS ST
Owner KNOX MARSH DEVELOPMENT LLC



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

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

Parcels updated 1/1/2016
Properties updated 10/02/2016



WARRANTY DEED

KNOW ALL BY THESE PRESENT, THAT WE, SHIRLEY A. KLARE, a widow, of 28 Rogers Street, Dover, New Hampshire 03820; KRISTINE A. KLARE, of 2528 Emory Drive, East #E, Palm Beach, Florida 33415; and KARL J. KLARE of 8 Sunset Drive, Dover, New Hampshire 03820,

Grant to KNOX MARSH DEVELOPMENT, LLC, a New Hampshire Limited Liability Company, located at 242 Central Avenue, City of Dover, County of Strafford, State of New Hampshire 03820,

WITH WARRANTY COVENANTS, the following:

A certain tract of land with the buildings thereon, situated on the Westerly side of Rogers Street in Dover, County of Strafford in the State of New Hampshire, and bounded and described as follows: Beginning at the Southeasterly corner of land formerly owned by William C. Henderson, deceased; then running Westerly by said Henderson land one hundred and forty-five (145) feet, more or less, to the land now or formerly of Augusta Thompson; then running Southerly by said Thompson's land sixty (60) feet to an iron hub set in the ground; then running Easterly by land now or formerly of Mabel L. Cushing one hundred and fifty-two (152) feet to said Rogers Street; then running Northerly by said Rogers Street sixty (60) feet to the point of beginning.

Also one other certain tract of land with the buildings thereon, situated in the Westerly side of Rogers Street in said Dover, bounded and described as follows: Beginning at a hub in the ground on the Southeasterly corner of land now or formerly of James J. Upham; then running Southerly along said Rogers Street about seventy (70) feet, six (6) inches to land now or formerly of Mabel L. Cushing; then running Westerly by said Cushing land about one hundred fifty-two (152) feet to the land now or formerly of Augusta Thompson; then running Northerly by said Thompson's land about seventy (70) feet, six (6) inches to land now or formerly of said Upham; then Easterly about one hundred fifty-two (152) feet to the point of beginning. These premises are No. 28 on Rogers Street.

Nevertheless, there is excepted out of the first above described parcel of land the tract of land conveyed by Annie R. Upham, Admx, of the Estate of James J. Upham to Maria D. Jordan by deed of October 7, 1953 and recorded in the Strafford County Registry of Deeds at Book 623, Page 217.

MEANING AND INTENDING to describe and convey a portion of the same premises conveyed to the Grantors herein by SHIRLEY A. KLARE AND WALTER KLARE by Quitclaim Deed dated January 6, 2000 and recorded in said Registry at Book 2169, Page 156.

Walter Klare a/k/a Walter C. Klare died on March 14, 2016. Please see probate file and certified copy of his Death Certificate in the 7th Circuit-Probate Division-Dover, Docket No. 319-2016-ET-220

This is not homestead property of either Karl J. Klare or Kristine A. Klare.

Dated: May 18, 2016

SHIRLEY A. KLARE
SHIRLEY A. KLARE

Dated: May 18, 2016

KARL J. KLARE
KARL J. KLARE

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

Personally appeared before me the above named SHIRLEY A. KLARE and KARL J. KLARE, known to me or satisfactorily proven to be the persons whose names are subscribed to the foregoing instrument, and acknowledged that they executed the same for the purposes therein contained on the 18th day of May, 2016.

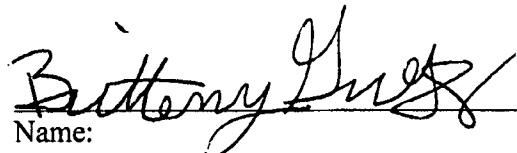
Christopher T. Regan
Christopher T. Regan
JUSTICE OF THE PEACE
My commission expires: 08/22/2017

Dated: May 16, 2016


KRISTINE A. KLARE

STATE OF FLORIDA
COUNTY OF Palm Beach

Personally appeared before me the above named, KRISTINE A. KLARE, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument, and acknowledged that she executed the same for the purposes therein contained on the 16 day of May, 2016.


Name:
NOTARY PUBLIC
My commission expires:





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: R - 2016.12.14 – 166

Resolution Re: Purchase of Land from Franklin G. Torr to the City per the Lot Line Adjustment (Gerrish Road) and Approval of Merged Lots 47B and portion of 47C

WHEREAS: Franklin G. Torr owns a parcel of land located on Gerrish Road, Dover, NH, Tax Map M, Lot 47C as is shown on the Plan entitled “Lot Line Adjustment Plan Prepared For The City of Dover and Franklin G. Torr, Tax Map M, Lot Nos. 47B & 47C, Gerrish Road, City of Dover, County of Strafford, State of New Hampshire” dated May 25, 2016, recorded at the Strafford County Registry of Deeds on December 6, 2016; and

WHEREAS: The City of Dover is the owner of land located on Gerrish Road, Dover, NH, Tax Map M, Lot 47B, an abutting parcel to Lot 47C, on which it maintains the Varney Brook Pump Station; Lot 47B was gifted to the City by Franklin G. Torr in 1977; and

WHEREAS: Franklin G. Torr would like to transfer a .95 acre +/- portion of Lot 47C to the City of Dover to be added to Lot 47B with the Lot Line Adjustment proposed by Warranty Deed from Franklin G. Torr to the City of Dover; and

WHEREAS: The transfer would enhance and enlarge the City parcel in order to reflect the City’s actual usage of Lot 47B over the years; the cost to the City for the .95 acre +/- parcel is \$3,653.22, there are no other conditions imposed on the City associated with the proposed transfer; and

WHEREAS: With the transfer of this land, the City desires to merge the transferred portion of Lot 47C with Lot 47B.

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

That the City accepts this transfer from Franklin G. Torr of the portion of the parcel of land located on Gerrish Road, Dover, NH, Tax Map M, Lot 47C as is shown on the Plan entitled “Lot Line Adjustment Plan Prepared For The City of Dover and Franklin G. Torr, Tax Map M, Lot Nos. 47B & 47C, Gerrish Road, City of Dover, County of Strafford, State of New Hampshire” recorded at the Strafford County Registry of Deeds on December 6, 2016.

The City Manager, or designee, is authorized to expend up to \$3,653.22 for said property and to accept a Deed from Franklin G. Torr for the parcel and record said Deed in the Strafford County Registry of Deeds.

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

That with the acceptance of the land from Franklin G. Torr, the City approves the merging of the portion of Lot 47C and Lot 47B into a single Lot 47B by Deed, consistent with the Planning Board lot line adjustment approval, and the City Manager, or designee, is authorized to sign and record the necessary Deed in the Strafford County Registry of Deeds.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: R - 2016.12.14 – 166
Resolution Re: Purchase of Land from Franklin G. Torr to the City per the Lot Line Adjustment (Gerrish Road) and Approval of Merged Lots 47B and portion of 47C

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04542.16.000.000.700	Varney Brook Pump Station Upgrade	\$1,097,500.00	\$1,097,500.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: R - 2016.12.14 – 166

**Resolution Re: Purchase of Land from Franklin G. Torr to the City
per the Lot Line Adjustment (Gerrish Road) and
Approval of Merged Lots 47B and portion of 47C**

RESOLUTION BACKGROUND MATERIAL:

In 1977 Franklin Torr conveyed to the City of Dover a parcel of land at the end of Gerrish Road. A survey was not completed on the conveyance. The land has been used by the City for the Varney Brook Pump Station. In 2016 Mr. Torr and the City had a survey completed. The survey showed that land thought to be the City's, including where the pump station fence and a portion of the driveway was located, was actually land still owned by Mr. Torr.

Mr. Torr and City staff discussed the need for additional land for the pump station parcel, and Mr. Torr agreed to transfer .95 acres +/- to the City for the amount of \$3,653.22, representing the amount paid in taxes by Mr. Torr over the years for the .95 acres. The Planning Board approved the Lot Line Adjustment on October 11, 2016. The Council is being asked to accept the transfer of the additional land. The deeds have been drafted, the plan has been signed by the Planning Board Vice-Chair and was recorded in the Strafford County Registry of Deeds on December 6, 2016.

Return to:
City of Dover
288 Central Avenue
Dover, NH 03820

WARRANTY DEED

KNOW ALL PESONS BY THESE PRESENT I, Franklin G. Torr of 1 Old Littleworth Road, Dover, County of Strafford and State of New Hampshire 03820, for consideration paid, grant to the City of Dover, a municipal corporation with a mailing address of 288 Central Avenue, Dover, County of Strafford and State of New Hampshire 03820, and described as follows:

A certain tract of land situated on the southerly sideline of Gerrish Road in the City of Dover, N.H., shown as Tract A on a plan entitled "Lot Line Adjustment Plan prepared for The City of Dover and Franklin G. Torr, Tax Map M, Lot Nos. 47B & 47C, Gerrish Road, City of Dover, County of Strafford, State of New Hampshire", dated May 25, 2016, revised through October 14, 2016; scale: 1" = 20'; prepared by: McEneaney Survey Associates, Inc.; recorded at the Strafford County Registry of Deeds as Plan # _____.

Said tract of land being more particularly described as follows:

Beginning at a point on the southerly sideline of the Gerrish Road cul-de-sac, said point being the northeast corner of land now or formerly of the City of Dover and the northwest corner of the within described tract; thence turning and running along a curve to the left, said curve having a radius of eighty-six and twenty-seven hundredths (86.27) feet, a central angle of $83^{\circ} 01' 16''$ for a distance of one hundred twenty-five and no hundredths (125.00) feet to an iron rod at the northeast corner of the within described tract and other land of Franklin G. Torr; thence turning and running along said other land of Torr $S 09^{\circ} 40' 00'' E$, a distance of two hundred thirty-five and no hundredths (235.00) feet, more or less, to the center line of Little John's Creek; thence turning and running along said Creek center line in a generally southwesterly direction for a distance of fifty-seven and no hundredths (57.00) feet, more or less to the northeast corner of land now or formerly of the State of New Hampshire; thence turning and running along said land of the State $S 85^{\circ} 41' 41'' W$, a distance of one hundred sixteen and seventeen hundredths (116.17) feet, more or less, to an iron rod on the easterly sideline of the Spaulding Turnpike R.O.W.; thence turning and running along said Turnpike $N 20^{\circ} 05' 52'' W$, a distance of ninety-six and five hundredths (96.05) feet to a point at the southwesterly corner of said land of Dover; thence turning and running along said land of Dover $N 86^{\circ} 42' 02'' E$ a distance of eighty and no hundredths (80.00) feet to a point; thence turning and running along said land of Dover $N 08^{\circ} 03'$

41” W a distance of two hundred four and twenty-two hundredths (204.22) feet to the point of beginning.

Said Tract A containing 30,016 square feet, more or less.

Meaning and intending to describe a portion of land Franklin G. Torr acquired by quitclaim deed of Ralph W. Torr recorded at Strafford County Registry of Deeds in Volume 919, Page 210, dated January 29, 1973.

This is not homestead property.

This is a noncontractual conveyance and is not subject to tax stamps.

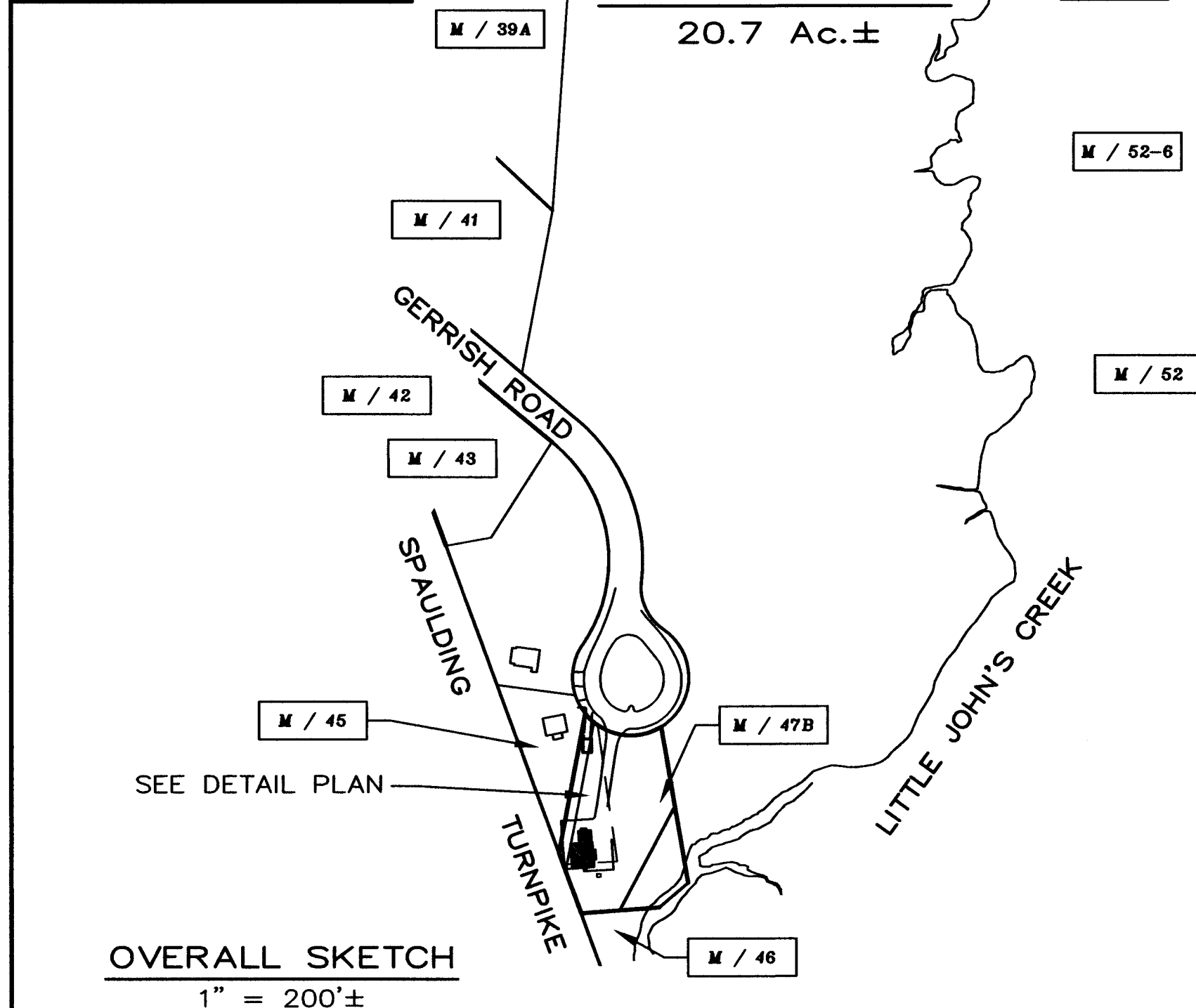
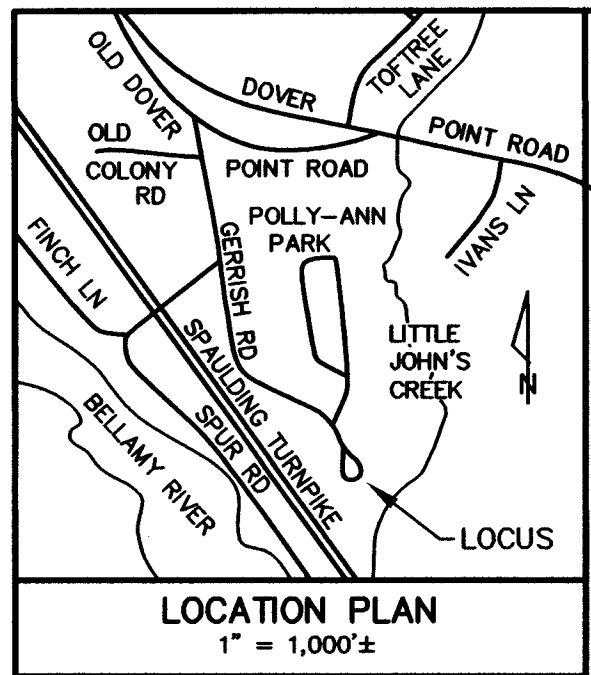
Franklin G. Torr

THE STATE OF NEW HAMPSHIRE
Strafford, ss.

On this _____ day of _____, 2016, before me, personally appeared Franklin G. Torr known to me, or satisfactorily proven, to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same for the purpose therein contained.

Notarial Officer

Accepted by vote of the Dover City Council on December 14, 2016.



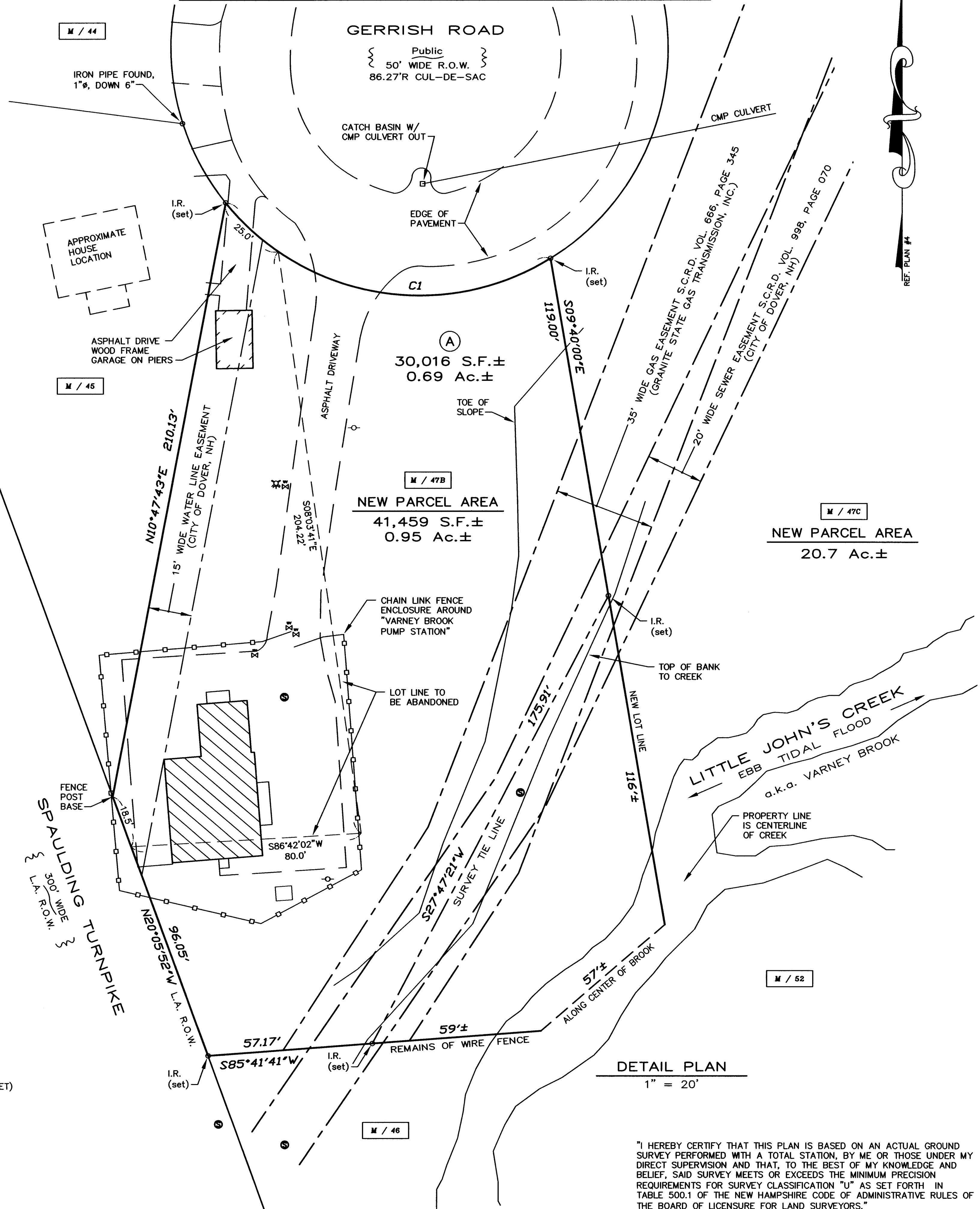
LIST OF ABUTTERS

MAP/LOT	NAME	ADDRESS	BOOK/PAGE
M / 46	STATE OF NEW HAMPSHIRE	J.O. MORTON BLDG CONCORD, NH 03301	632/311
M / 45	RAYLENE M. JOYAL	16 SHAW DRIVE ROCHESTER, NH 03867	2278/787
M / 44	CHARLES R. SMITH	85 GERRISH ROAD DOVER, NH 03820	1058/074
M / 43	WILLIAM A. GASKIN	79 GERRISH ROAD DOVER, NH 03820	1571/305
M / 42	DEBRA A. GASKIN	67 GERRISH ROAD DOVER, NH 03820	1903/430
M / 41	JOANNE LOGAN	J.O. MORTON BLDG CONCORD, NH 03301	
M / 39A	GARY LLOYD	42 GERRISH ROAD DOVER, NH 03820	2908/204
M / 47E	DENISE LLOYD	81 OLD DOVER POINT ROAD DOVER, NH 03820	3775/273
M / 47	DARLENE D. GRIFFIN	87 OLD DOVER POINT ROAD DOVER, NH 03820	1637/590
M / 47A	NANCY THOMAS DICKINSON	91 OLD DOVER POINT ROAD DOVER, NH 03820	4098/849
M / 49	HENRY F. & COVA M. GREIG, TRUSTEES	DOVER, NH 03820	
M / 50	HENRY F. & COVA M. GREIG REVOCABLE LIVING	DOVER, NH 03820	
M / 50A	WILLIAM R. VENDASI	89 OLD DOVER POINT ROAD DOVER, NH 03820	899/334
M / 51	KAREN L. VENDASI	DOVER, NH 03820	
M / 52-8	PATRICIA M. BARTON, TRUSTEE	24 BOSTON HARBOR #17 DOVER, NH 03820	4207/460
M / 52-7	PATRICIA M. BARTON 2011 REVOCABLE TRUST	DOVER, NH 03820	
M / 52-6	BRITTANY P. DAVENPORT	93A OLD DOVER POINT ROAD DOVER, NH 03820	4362/290
M / 52	STEVEN MULLINS	101 DOVER POINT ROAD DOVER, NH 03820	3905/746
	PATRICK STUTZMAN	DOVER, NH 03820	
	WILLIAM L. CONEYS	17 IVANS LANE DOVER, NH 03820	3008/108
	MELISSA A. CONEYS	DOVER, NH 03820	
	JULIE DANE	23 IVANS LANE DOVER, NH 03820	2503/677
	VJAY S. SURYAWANSHI	24 IVANS LANE DOVER, NH 03820	4317/892
	AMRITA SURYAWANSHI	DOVER, NH 03820	
	MATTHEW KOZAZCKI	108 HIGH ROAD NEWBURY, MA 01951	4171/678

LEGEND

- I.R. (set) ○ - IRON ROD W/ I.D. CAP (SET)
S.F. - SQUARE FEET
Ac. - ACRE
(TYP.) - TYPICAL
± - MORE OR LESS
S.C.R.D. - STRAFFORD COUNTY
REGISTRY OF DEEDS
○ - UTILITY POLE
○ - SEWER MANHOLE
○ - FIRE HYDRANT
⊗ - WATER GATE VALVE

No.	Central Angle	Radius	Arc Length	Chord Length	Chord Bearing
C1	83°01'16"	86.27	125.00	114.35	S80°14'01"E



REFERENCE PLANS:

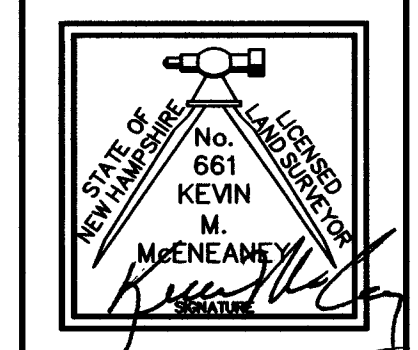
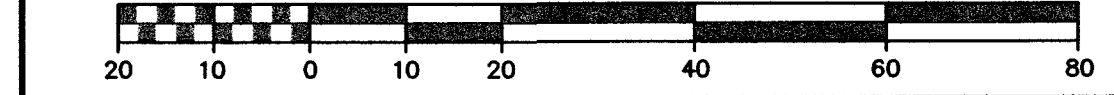
- NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLANS OF THE SPAULDING TURNPIKE DATED 1954. NH PROJECT LS 1822 (1) SHEETS 17 AND 18.
- PLAN OF PORTION OF LAND OF WILLIAM O. & MARIAN GILLIS, DOVER, NEW HAMPSHIRE. SCALE: 1" = 50'; DATED: JUNE 1956; BY: GERARD A. CRAWFORD. NOT RECORDED.
- PLAN OF EASEMENT - TORR, SCALE: 1" = 100'; DATED: NOVEMBER 1976; BY: CITY OF DOVER, ENGINEERING DIVISION. RECORDED S.C.R.D. VOL. 998, PAGES 72 & 73.
- PLAN OF LAND PREPARED FOR CLARA LOUGHLIN AND JOANNE LOGAN, CUSHING ROAD, DOVER, NEW HAMPSHIRE. SCALE: 1" = 20'; DATED: FEBRUARY 2, 1993; BY: THIS OFFICE. RECORDED S.C.R.D. PLAN 41-81.
- CONSERVATION PLAN WILLIAM PENN TUTTLE III, DOVER POINT ROAD, DOVER, NEW HAMPSHIRE. SCALE: 1" = 200'; DATED: DECEMBER 29, 2006; BY: TRITECH ENGINEERING CORPORATION. RECORDED S.C.R.D. PLAN 89-16.

NOTES:

- OWNERS OF RECORD:
FRANKLIN G. TORR
1 OLD LITTLEWORTH ROAD
DOVER, NEW HAMPSHIRE 03820
S.C.R.D. VOL. 919, PAGE 210
CITY OF DOVER, NH
288 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03820
S.C.R.D. VOL. 1007, PAGE 183
- DENOTES TAX MAP AND PARCEL NUMBER.
- ZONING DISTRICT IS R-12 (MEDIUM DENSITY RESIDENTIAL).
- ZONING DISTRICT REQUIREMENTS:
MINIMUM LOT SIZE = 12,000 S.F.
MAXIMUM LOT COVERAGE = 30 PERCENT
MINIMUM LOT FRONTAGE = 100 FEET
MINIMUM BUILDING SETBACKS:
FRONT BUILD TO = 15/25 FEET
SIDE = 15 FEET
REAR = 30 FEET
MAXIMUM BUILDING HEIGHT = 35 FEET
- PLAN INTENT: TO ADJUST THE LOT LINES AS SHOWN. PARCEL A 30,016 S.F. / 0.69 Ac. IS TO BE ADDED TO PARCEL M / 47B.
- PARCEL AREAS:
PARCEL: M / 47B M / 47C
ORIGINAL 11,443 S.F. / 0.26 Ac. 21.4 Ac.±
NEW 41,459 S.F.± / 0.95 Ac.± 20.7 Ac.±
- PORTIONS OF THE SUBJECT PARCELS ARE LOCATED WITHIN AREAS DETERMINED TO BE WITHIN THE 0.2 PERCENT ANNUAL CHANCE FLOODPLAIN AS SHOWN ON FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 330145; PANEL 0340; SUFFIX E; MAP NUMBER 33017C0340E; EFFECTIVE DATE SEPTEMBER 30, 2015. BASE FLOOD ELEVATION NOT DETERMINED.
- BASIS OF BEARING IS MAGNETIC OBSERVATION PER REFERENCE PLAN No. 4.

LOT LINE ADJUSTMENT PLAN PREPARED FOR THE CITY OF DOVER AND FRANKLIN G. TORR TAX MAP M, LOT Nos. 47B & 47C GERRISH ROAD CITY OF DOVER COUNTY OF STRAFFORD STATE OF NEW HAMPSHIRE

DOVER PLANNING FILE No.	P 16-28
DRAWN BY: RJM	FILE: VR CP\2116\16-2116
SCALE: 1" = 20'	DATE: MAY 25, 2016

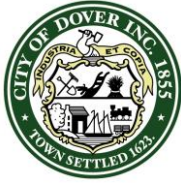


McNeaney
Survey
Associates, inc.

P.O. Box 681 - 24 CHESTNUT STREET
DOVER, NH 03820 (603) 742-0911

SURVEYING - PLANNING - CONSULTING

"I HEREBY CERTIFY THAT THIS PLAN IS BASED ON AN ACTUAL GROUND SURVEY PERFORMED WITH A TOTAL STATION, BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, SAID SURVEY MEETS OR EXCEEDS THE MINIMUM PRECISION REQUIREMENTS FOR SURVEY CLASSIFICATION "U" AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS."



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.12.14 – 167**

Resolution Re: **Letter to US Senators Supporting Advocate for
EPA Regulatory Review Based on Sound Science**

WHEREAS: New Hampshire municipalities are subjected to a wide range of federal mandates; and

WHEREAS: The EPA's Office of Water has fostered numerous policies that are difficult and/or costly for municipalities to comply with; and

WHEREAS: Attorney John C. Hall has represented the Great Bay coalition communities for many years regarding regulations concerning Great Bay; and

WHEREAS: The City of Dover, with the approval of City Council, would like to recommend the appointment of Attorney John C. Hall (Hall & Associates, Washington DC) as a part of the President-elect's Transition Team regarding the Office of Water Regulatory Reform; and

WHEREAS: With such an appointment, John C. Hall will identify and develop the comprehensive strategy to amend Office of Water practices and policies; and

WHEREAS: For such recommendation, a letter has been drafted to Senator Kelly Ayotte and Representative Frank Guinta.

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

That the City Council approves sending the recommendation letter for Attorney John C. Hall to be appointed to the President-elect's Transition Team regarding the Office of Water Regulatory Reform.

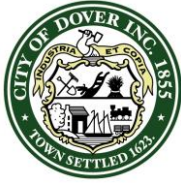
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2016.12.14 – 167**
Resolution Re: **Letter to US Senators Supporting Advocate for
EPA Regulatory Review Based on Sound Science**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See attached draft letter to Senator Ayotte and Representative Guinta together with Attorney John C. Hall's Bio and Curriculum Vitae.

_____, 2016

Senator Kelly Ayotte (R-NH)
Russell Senate Office Building (SR)
1st & C Street, NE – Office SR-144
Washington, DC 20510

Senator Frank Guinta (R-1st NH)
Cannon House Office Building (CHOB)
1st Street & Independence Avenue, SE
– Office 326
Washington, DC 20515

Re: Office of Water Regulatory Reform

Dear Senator Ayotte and Congressmen Guinta:

We know that President-elect Trump is making regulatory reform a central focus of his upcoming administration and hope that your Offices can provide critical input to the Transition Team regarding this issue. For economic recovery and growth to occur, it is essential that municipal interests be carefully considered in promoting fair and reasonable regulatory reform. As you know, New Hampshire municipalities have been subjected to a wide range of new federal mandates over the past decade, which have competed with the financing of critically important infrastructure projects and funding of other essential local resource needs for education and public safety. ***Many of these mandates were never formally established in federal law, but resulted from the implementation of new policies and new rule interpretations by Obama Administration appointees.*** In particular, EPA's Office of Water has fostered numerous policies that are not based on solid scientific evidence and have the potential to sharply limit future municipal and commercial growth. Such actions include the new MS4 permitting mandates, arbitrary nutrient reduction requirements and new limits on flow intended to control local growth. Even where courts vacated these illegal actions (as occurred in *Iowa League of Cities v. EPA*), EPA continued to insist that state programs, such as NHDES continue to enforce them. Without major changes to the "regulatory atmosphere" created by the Obama Administration's Office of Water, the communities throughout New Hampshire, and the country at large, will continue to suffer needlessly as limited local resources will be misdirected.

There are few individuals in the country that fully understand the scope of regulatory changes EPA has unilaterally mandated. We would ask that you recommend to the Trump Transition Team that John C. Hall (Hall & Associates), Washington, DC, be utilized to identify and develop the comprehensive strategy to amend these wasteful Office of Water practices. (See attached resume and CV). Given his technical background and track record of success, he can

develop a broadly supported approach that ensures future regulatory requirements are based on sound science and cost-effective decision-making – the forgotten hallmarks of the federal regulatory process.

Over the decades, Mr. Hall has repeatedly assisted the New Hampshire communities and municipalities nationwide in implementing programs that produce real human health and ecological benefits while effectively challenging those that will not. With over 35 years' experience as an environmental attorney, engineer, and former EPA employee, Mr. Hall is widely recognized as one of the nation's leading experts on Clean Water Act permitting, standards and compliance - the federal program that is driving major expenditures for communities throughout our state. He is also Executive Director of the Center for Regulatory Reasonableness which has steadfastly championed rational decision-making to ensure limited state and local resources are responsibly utilized. Given his comprehensive knowledge of the federal water program initiatives that are diverting attention from more critical municipal projects, we can't think of a better candidate to recommend to President-elect Trump to address and resolve these municipal concerns.

Thank you for any assistance you may be able to provide in addressing the multitude of USEPA water program mandates that sprang up under the Obama Administration's one size fits all, policy-driven programs. Please let us know if you need any further information regarding Mr. Hall. We would encourage you and your staff to meet with John in your Washington, D.C. offices.

Sincerely,

New Hampshire Stormwater Coalition

Great Bay Municipal Coalition

Enclosures



John C. Hall

Hall & Associates

Center for Regulatory Reasonableness

1620 I Street, NW, Suite 701

Washington, DC 20006

Telephone: 202-463-1166

Fax: 202-463-4207

E-Mail: jhall@hall-associates.com

EDUCATION

JD, George Washington University, 1984 *with honors*
MS Environmental Engineering, Manhattan College, NY, 1980
BA Mathematics, St. John's University, 1978 *summa cum laude*
Regis High School, NY, NY, Class of 1974

BAR QUALIFICATIONS

District of Columbia
Commonwealth of Virginia

EXPERIENCE

Mr. Hall is a leading technical and regulatory expert on Clean Water Act program development and implementation. He is a persistent advocate of common sense and cost-effective environmental regulation and, over the course of his 35 career, has represented municipal and private interests in over 45 states. As founder and President of Hall & Associates, PLLC (1996) and Executive Director of the Center for Regulatory Reasonableness (2014), both located in Washington, DC, his practice specializes in the resolution of complex water and wastewater issues through application of state-of-the-art scientific analysis, legal advocacy, and innovative regulatory implementation. His regulatory reform efforts have been effective in refocusing federal and state NPDES programs on actual environmental needs and avoiding misdirected, energy intensive expenditures that would not achieve meaningful environmental improvements.

For the past ten years, Mr. Hall's practice has focused extensively on addressing wasteful, one-size fits all regulatory mandates related to nutrient control, wet weather compliance and stormwater program implementation. In particular, he has effectively addressed federal efforts to informally amend numerous NPDES program rules without meeting Administrative Procedures Act prerequisites. He testified several times before House and Senate Subcommittees on Clean Water Act implementation issues. In 2013, he won the landmark decision, *Iowa League of Cities v. EPA* (8th Circuit), stopping EPA's *ad hoc* modification of three national NPDES rules, with over \$200 billion in regulatory impact savings. He is presently managing permitting and environmental compliance projects in 12 states and serving as lead attorney litigating nutrient water quality standards, municipal stormwater control, NPDES permitting and Freedom of Information Act issues before the DC Circuit and 1st Circuit.

Mr. Hall continues to be a frequent lecturer on cutting-edge regulatory matters addressing such issues at both legal (American Bar Association) and engineering (Water Environment Federation) conferences nationwide. He has authored over 100 articles, many published in peer-reviewed journals, on Clean Water Act environmental permitting, impact assessment and cost-effective compliance.

CURRICULUM VITAE

JOHN C. HALL

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EDUCATION

J.D., George Washington University, May 1984
M.S., Environmental Engineering, Manhattan College, May 1980
B.A., Mathematics, St. John's University, May 1978
Regis High School, NY, NY, Class of 1974

PROFESSIONAL PUBLICATIONS & PRESENTATIONS

Innovative Water Quality Analysis for AWT Facilities Can Save Fisheries and Costs: Foxen, Huang and Hall. Water Pollution Control Federation Conference Proceedings, Las Vegas, NV, October 1981. (Accepted for publication by the Journal of Water Pollution Control).

Lake Tohopekaliga, Florida Eutrophication Analysis: Presented at USEPA Region IV Wasteload Allocation Seminar, Atlanta, GA, January 1982.

Simplified Analyses to Predict Frequency and Duration of Pollutant Concentrations: Hall, Foxen and Huang. Presented at the National Peer Review of Ammonia, Dissolved Oxygen and Chlorine Criteria, Duluth, MN, March 1982.

Effect of Nitrification on BOD₅ Test on Treatment Plant Compliance: Hall and Foxen. Water Pollution Control Federation Conference Proceedings, St. Louis, MO, October 1982; also presented at Florida Water Pollution Control Federation Conference, Tampa Bay, FL, November 1982. (Published December 1983 in the Journal of Water Pollution Control).

Verification of Statistical Water Quality Model: Foxen, Hall and Huang. Water Pollution Control Federation Conference Proceedings, St. Louis, MO, October 1982.

Filtration Following Nitrification: Big Expense, Few Benefits: Presented at USEPA Advanced Treatment Seminar, Washington, DC, March 1983.

Judicial Review of Risk Analyses: Hall, J.C. Prepared for the Office of Emergency and Remedial Response, USEPA, Washington, DC, August 1983.

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Designing Risk Analyses to Avoid Pitfalls in Cost Recovery Actions: A Legal/Technical Solution: The Fifth National Conference on Management of Uncontrolled Hazardous Waste Sites Proceedings, Washington, DC, November 1984.

Obtaining Replacement Grants for Failed I/A Processes: A Municipal Minefield: Hall, J.C., et al. Water Pollution Control Federation Conference Proceedings, Los Angeles, CA, October 1986.

The Effect of the National Contingency Plan Revisions on Federal, State and Private Superfund Clean-up Actions: Hazardous Materials Control Research Institute Conference Proceedings, Washington, DC, December 1986.

Minimizing Hazardous Waste Liabilities Facing POTWs: Water Pollution Control Federation Conference Proceedings, Philadelphia, PA, October 1987. (Published January 1988 in the Journal of Water Pollution Control).

Strategies for Clean Water Act Permit Compliance: Presented at the Authorities Association of New Jersey Annual Conference, Atlantic City, NJ, April 1988.

Legal Implications and Concerns of SARA Title III: Presented at the Virginia Manufacturers Association Conference, Richmond, VA, May 1988.

RCRA Corrective Action vs. Superfund Cleanup - Are There Any Real Differences? Presented at the Water Pollution Control Federation Conference, Dallas, TX, October 1988.

Use of Site-Specific Water Quality Studies to Revise Stream Standards and Effluent Limitations: Presented at the Water Pollution Control Federation Conference, Dallas, TX, October 1988.

An Analysis of EPA CSO Control Strategies: Presented at the Water Pollution Control Federation Conference, Dallas, TX, October 1988. (Published August 1989 in the Journal of Water Pollution Control).

Strategies to Reduce Costs of Superfund Cleanup Activities: Presented at the Water Pollution Control Federation Post-Conference Workshop on Site Remediation Management, Dallas, TX, October 1988.

Hazardous Waste Site Remediation - Manual of Practice: Water Pollution Control Federation Handbook, Chapter IV on Superfund Cleanup Objectives.

Factors to Consider in NPDES Toxics Permitting: Presented at the American Bar Association Section on Natural Resources Law Conference, Keystone, CO, March 1989.

Evaluation of NJPDES Effluent Limitations and Permitting Rules: Areas for Improvement: Presented at the Authorities Association of New Jersey Conference, Atlantic City, NJ, April 1989.

Alternative Dispute Resolution: Applications for Superfund: Presented at ENR's Achieving Hazardous Waste Cleanup Seminar, Washington, DC, April 1989.

CURRICULUM VITAE

JOHN C. HALL

Key Concerns of New Federal Toxics Programs: Managing Corporate Liability: Presented at Plant Engineering Magazine's Hazardous Waste Seminar, Chicago, IL, April 1989.

Managing Hazardous Waste and Environmental Liability: Presented at the AWWA/WPCF Joint Management Conference, San Diego, CA, February 1990.

Antibacksliding Guidance for Water Quality-Based Permits: Published in Water Environment Technology, February 1990.

Strategy on Wetlands Impacting Projects: Presented at the Aspen/Wye Institute, Baltimore, MD, February 1990.

Factors to Consider in Establishing CSO Control Strategies and Permit Requirements: Presented at the Water Pollution Control Federation Specialty Conference on Control of CSOs, Boston, MA, April 1990.

Appealing Water Quality-Based Permit Limits: Presented at the Association of Metropolitan Sewerage Agencies Summer Technical Conference, Portland, OR, July 1990.

Tar-Pamlico River Basin Point and Non-Point Pollution Credits Strategy: Presented at the Water Pollution Control Federation Annual Conference, Washington, DC, October 1990.

Interrelationships of Environmental Laws: Coordinating Compliance: Presented to the Institute of Textile Technology, Charlottesville, VA, October 1990.

Reviewing NJPDES Permit Applications - An Update: Presented at the New Jersey Water Pollution Control Association Central Section Conference, Edison, NJ, October 1990.

Water and Sewer Issues Facing State and Local Governments: Presented at the Maryland Institute for Continuing Professional Education of Lawyers, Inc., Baltimore, MD, November 1990.

Waste Disposal: Responsibilities to Future Generations: Presented at the GTE Lectureship Program, Manhattan College, Riverdale, NY, February 1991.

A Proactive Approach to NJPDES Permitting: Presented at the New Jersey Water Pollution Control Association Annual Conference, Atlantic City, NJ, May 1991.

Innovative Basin Level Strategies: Presented at the Ohio River Valley Water Sanitation Commission Roundtable Issues Forum, Washington, DC, May 1991.

Nutrient Reduction Strategy in a River Basin: Published in Water Environment & Technology, September 1991.

Problems with EPA's Heavy Metal Criteria and Strategies for Obtaining Reasonable Limitations: Presented at the Water Pollution Control Federation Annual Conference, Toronto, Canada, October 1991. (Also published in Water Environment & Technology, March 1992.

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JOHN C. HALL

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Toxics Permitting Issues and Strategy for Heavy Metals Compliance, Heavy Metals: Permit Relief for Discharges to High Flow Streams, and Enforcement and Compliance Strategies: Presented at the Water Pollution Control Association of Pennsylvania's Water Quality Based Effluent Limitations Seminar, Middletown, PA, January 1992.

Legal and Liability Issues In Negotiating Permits: Published in Water Environment & Technology, February 1992.

Update on Toxics Permitting: Presented at the American Bar Association Section on Natural Resource Law's Annual Conference, Keystone, CO, March 1992.

Nonpoint Source Pollution Workshop: Presented at the University of Georgia's Red Clay Environmental Law Conference, Athens, GA, April 1992.

Environmental Research Needs in the Potomac River Basin: Presented at George Mason University's Potomac River Basin Consortium, April 1992.

Regulatory Strategies for Addressing Metals Bioavailability: Presented at the National Conference on Bioavailability of Dioxin, PCBs and Metals in Aquatic Ecosystems, Washington, DC, May 1992

Problem Areas Under Existing Rules and Practices and The Impact of Changing Water Quality Requirements: Toxic Permitting Strategies: Presented at the Association of Environmental Authorities' NJPDES Permit Workshop, Jamesburg, NJ, June 1992.

Federal Environmental Statutes: Do They Prevent Regulators From Doing the Right Thing?: Presented to the Federal Water Quality Association, Washington, DC, November 1992.

Problems with EPA's Heavy Metal and Ammonia Ambient Water Quality Criteria and Strategies for Obtaining Reasonable Limitations: Presented at the New England Water Pollution Control Association Annual Meeting, Boston, MA, January 1993.

Site Specific Development of Copper, Zinc, and Ammonia Standards: Presented at the Water Pollution Control Association of Pennsylvania's Water Quality Based Effluent Limits Seminar, Harrisburg, PA, January 1993.

Implementation Issues for Aquatic Life Criteria for Metals: Presented at EPA's Workshop on Aquatic Life Criteria for Metals, Annapolis, MD, January 1993.

Factors to Consider in Development of ARARs: Is Anyone Doing it Right?: Presented at the Water Environment Federation Specialty Conference on Development of Cleanup Standards for Contaminated Soil, Sediment, and Groundwater, Washington, D.C January, 1993; also published in the Chemical Waste Litigation Reporter, Volume 25, Number 5 (April 1993).

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JOHN C. HALL

The Tar-Pamlico Watershed: A Case Study in the Use of Pollution Credits Trading to Reduce Point Source Costs and Enhance Non-Point Source Regulation: Presented at Watershed '93 (National Conference on Watershed Management), Alexandria, VA, March 1993.

Strategies for Addressing Environmental Mandates: Presented to the Southern Municipal Conference, Point Clear, AL, March 1993.

Changing Environmental Requirements Affecting Wastewater Dischargers and Opportunities for Cost-Effective Compliance and Case Studies for Obtaining Approval of reasonable Heavy Metal Limitations: Presented at the Rocky Mountain Water Pollution Control Association Mid-Year Conference, Denver, CO, April 1993.

A Reflection on Metals Criteria: Published in Water Environment & Technology, June 1993.

Strategies for Addressing Environmental Mandates: Presented at the Tennessee Municipal League Annual Conference, Knoxville, TN, June 1993.

The Regulatory Climate in Washington, DC: Presented at the Virginia Rural Water Association Safe Drinking Water Act Conference, New Market, VA, August 1993.

Clean Water Act Toxics Permitting in the Southeastern United States: Making the Solutions Fit the Problems: Presented at Clemson University's Continuing Engineering Education Seminar, Greenville, SC, September 1993.

Concept of Point/Nonpoint Source Trading: What is It and How is It Accomplished?: Presented at the North Carolina Water Pollution Control Association/ American Water Works Association Point/Nonpoint Source Pollutant Trading Seminar, Raleigh, NC, September 1993.

Issues and Strategies for Watershed-Based Permitting: Presented at the PENJERDEL "Changing World of NPDES Permitting" Seminar, Philadelphia, PA, September 1993.

A Watershed Approach: Using Basinwide Management to Cost-effectively Improve Coastal Water Quality: Presented at the Water Environment Federation Annual Conference, Anaheim, CA, October 1993.

EPA Risk Assessments for Cleanup of Hazardous Wastes: Which One Should Apply?: Presented at the Water Environment Federation Annual Conference, Anaheim, CA, October 1993.

EPA Water Toxics Control: Misdirecting Local Resources on Problems that Don't Exist: Presented at the Water Environment Federation Annual Conference, Anaheim, CA, October 1993.

Cost-effective Compliance Strategies for Sludge Incinerators: What Applies?: Presented at the Water Environment Federation Annual Conference, Anaheim, CA, October 1993.

Proactive Environmental Permitting: Strategies to Conserve Costs and Improve Environmental Protection: Presented at the Water Environment Federation Workshop on Aquatic Life Criteria for

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JOHN C. HALL

Metals, Anaheim, CA, October 1993.

Water Quality-based Effluent Limits and Local Limits: Presented at the Pennsylvania Water Environment Association Seminar, Harrisburg, PA, October 1993.

Strategies for Addressing Environmental Mandates: Presented at the Virginia Municipal League's 88th Annual Conference, Richmond, VA, October 1993.

Changing Environmental Requirements Affecting Wastewater Dischargers and Opportunities for Cost Effective Compliance: Presented at C-K Associates' "Wastewater Permitting and Water Quality Issues for the 90s" Seminar, Beaumont, TX, November 1993.

Cost-Effective Strategies for Toxic Compliance: Presented at ERM-New England/Master Metal Finishers' Clean Water Act Seminar, Newton, MA, November 1993.

Environmental Compliance Management Program: Presented at the Georgia Water & Pollution Control Association Third Annual Conference, Atlanta, GA, February 1994.

Update on Clean Water Act Programs Affecting Direct and Indirect Dischargers: Presented at the American Bar Association Section on Natural Resources Law Conference, Keystone, CO, March 1994.

Proactive Environmental Permitting: Strategies to Conserve Costs and Improve Environmental Protection: Presented at the Environment Virginia '94 Conference, Virginia Military Institute, Lexington, VA, April 1994.

Are Federal Environmental Mandates Scientifically Based?: Presented at the Virginia Association of Counties' "Unfunded Mandates Summit," Richmond, VA, April 1994.

Update on Clean Water Act Programs Affecting Direct and Indirect Dischargers: Presented at the Pennsylvania Municipal Authorities Association Management Workshop, Hershey, PA, April 1994.

Toxics Management in the Delaware Estuary: Presented at the Water Resources Association of the Delaware River Basin's 35th Annual Spring Conference, Lambertville, NJ, April 1994.

Regulatory Watch: Are We Spending Our Resources Wisely?: Published Virginia Town & City, April 1994.

Water Quality-Based Permitting: Metals and Biomonitoring Issues: Presented at the American Bar Association Section of Natural Resources Second Annual Clean Water Act Corporate Counsel Retreat and Information Exchange, Atlanta, GA, May 1994.

Coordinated River Basin Planning: Presented at the Pembroke State University Conference on Water and Related Issues Facing Southeastern North Carolina, Lumberton, NC, May 1994.

Testing the Water: A Call for Guidance: Published in Water Environment & Technology, May 1994.

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EPA's Metals Policy -- Evolving Toward Reasonableness: Published in Keystone Water Quality Manager, June 1994.

Trading in the Tar-Pamlico: A Watershed Approach for Coastal Zone Management: Published in Water Environment & Technology, July 1994.

Use of an Integrated Monitoring Approach to Determine Site-Specific Effluent Metal Limits: Published in Water Environment Research, August 1994.

Albemarle-Pamlico: Case Study in Pollutant Trading: Published in EPA Journal, Summer 1994.

Compliance Strategies for Sludge Incinerators: Published in New Jersey Effluents, Summer 1994.

Current Water Quality Issues: Is Your Permit More Stringent than the Latest Science Justifies? Hall, J.C., et al. Published in Environmental Review, Summer 1994.

Ensuring Environmental Cost Effectiveness: Presented at the Water Environment Federation' Specialty Conference on Management of Environmental Problems for Elected Officials, Richmond, VA, November 1994.

Washington Update: Recent and Ongoing Governmental Activities, Site-Specific Approaches to Heavy Metal Water Quality Standards, and Development of Site-Specific Zinc, Copper, and Ammonia Standards on a Low Flow Stream: Georgia Case Study: Presented to the Illinois Water Environment Association, Bloomingdale, IL, March 1995.

Innovative Watershed Strategies for Nitrogen Reduction: Presented to the Northern Virginia Regional Activities Committee of the Virginia Water Environment Association, Occoquan, Virginia, April 1995.

Updating Toxics Program Requirements to Achieve Effective Environmental Controls: Presented at the Water Environment Federation Toxic Substances Conference, Cincinnati, OH, May 1995.

Innovative Market Approaches to Nutrient Pollution Trading: Presented at the National Watershed Coalition Annual Conference, Charleston, WV, May 1995.

Changing Federal and State Requirements: Opportunities for Cost-Effective Compliance: Keynote Speech presented at the Pennsylvania Water Environment Association Annual Conference, Seven Springs, PA, June 1995.

Contributions of Metals from Wastewater Treatment Plants: Presented at the EPA/University of Delaware Workshop on Metal Speciation and Contamination of Surface Water, Jekyll Island, GA, June 1995.

New Regulatory Directions: George Washington University Law School, Washington, DC, September 1995.

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JOHN C. HALL

Evaluation of DRBC Water Quality Standards: Presented to the Delaware Bay Dischargers Coalition, Philadelphia, PA, September 1995.

Risk Assessment and Standards Setting under the Clean Water Act and Safe Drinking Water Act: A Regulatory Update: Presented at the American Bar Association Section on Natural Resources, Energy and Environmental Law Conference, Orlando, FL, September 1995.

Ensuring Environmental Cost Effectiveness, Issues in Developing and Negotiating Reasonable Permit Limits: Evaluation of Current MPCA Program Requirements, Evaluation of Dissolved Oxygen and Ammonia Issues, Using Municipal Coalitions to Promote Resolution: Reading, PA Case Study, and Development of Site-Specific Zinc, Copper and Ammonia Standards: Washington, GA Case Study: Hall, J.C., et al. Presented at the Coalition of Greater Minnesota Cities Seminar, Plymouth, MN, November 1995.

Updated Technical/Regulatory Procedures to Establish Proper Metals and Ammonia Toxicity Limitations. Hall, J.C. Presented at the Virginia Water Environment Association Conference, Richmond, VA, November 1995.

Overview of EPA's WET Program and Strategy for Revision. Hall, J.C. Presented to the Clean Water Industry Coalition, Washington, DC, January 1996.

Factors to Consider in Forming Basin Associations and Promoting Innovative Watershed Protection Programs. Hall, J.C. Presented to the Ontario Ministry of Environment and Energy, Toronto, Canada, February 1996 and the International Coalition for Land/Water Stewardship in the Red River Basin, Grand Forks, ND, February 1996.

Analysis of EPA 's WET Program. Hall, J.C. Presented at the American Bar Association Corporate Counsel Retreat, Dallas, TX, May 1996.

The Tar-Pamlico Experience: Innovative Approaches to Water Quality Management. Hall, J.C., et al. Presented at Watershed '96, Baltimore, MD, June 1996.

Changes Are Happening. Hall, J.C. Keynote Speech presented at the 68th Annual Meeting, Pennsylvania Water Environment Association, Lancaster, PA, June 1996.

Pollution Trading Within a Watershed: Finding Cost-Effective Solutions. Hall, J.C. Presented at the Water Environment Federation Specialty Conference, Indianapolis, IN, July 1996.

Water Quality Criteria for Copper: A Need for Revisions to the National Standard. Hall, J.C., et al. Published in Water Environment & Technology, June 1997.

Evaluation of the 1997 Ambient Water Quality Criteria for Ammonia. Hall, J.C., et al. Presented at the Virginia Water Environment Association Annual Meeting, Norfolk, VA, May, 1998.

The Hidden Costs of Privatization. Hall, J.C., et al. Published in Water Environment & Technology, July, 1998.

CURRICULUM VITAE

JOHN C. HALL

Application of a Streamlined Water Effect Ratio Study for Relaxed Copper Limits in NPDES Permits. Hall, J.C., et al. Presented at the Water Environment Federation Annual Conference, Orlando, FL, October, 1998.

Review of Minnesota Water Quality Standards Updates. Hall, J.C., et al. Presented at the Coalition of Greater Minnesota Cities Seminars, Bemidji and Mankato, MN, August and September, 1999.

New Kansas Water Quality Standards: Strategies for Obtaining Relief. Hall, J.C., et al. Presented at the League of Kansas Municipalities Annual Conference, Topeka, KS, September 1999.

Obtaining Relief Under New KDHE Rules. Hall, J.C., et al. Published in the Kansas Government Journal, September 1999.

Critical Evaluation of the National Ammonia Criteria 1998 Update. Hall, J.C., et al. Presented at the Water Environment Federation Annual Conference, New Orleans, LA, October, 1999.

Wet Weather Permitting and Compliance Issues Impacting Pennsylvania Communities. Hall, J.C. Presented to the Pennsylvania Municipal Authorities Association at a series of CSO Conferences, held at various locations in Pennsylvania, December 1999 – April 2000.

A Lack of Coordination. Hall, J.C., et al. Published in Water Environment & Technology, February 2002.

USEPA Draft Policy Clarifies Wet Weather Permitting Options. Hall, J.C., et al. Published in Water Environment & Technology, April 2002.

EPA Wet Weather Policy Clarifies Permitting Flexibility Despite DEP Objections. Hall, J.C., et al. Published in The Authority (journal of the Pennsylvania Municipal Authorities Association), Vol. XXXIII, No. 2 April 2002.

A Lack of Coordination. Hall, J.C., et al. Published in Water Environment & Technology, February 2002. Reprinted in Keystone Water Quality Manager (journal of the Pennsylvania Water Environment Association), May-June 2002.

Permitting of Municipal Discharges: Wet Weather Issues and Other Municipal Developments. Hall, J.C., et al. Presented at the 74th Annual Conference of the Pennsylvania Water Environment Association, State College, PA, June 2002.

DEP NPDES Permitting Discretion Not Unbridled – EHB Agrees. Hall, J.C., et al. Reprinted in Keystone Water Quality Manager (journal of the Pennsylvania Water Environment Association), July-August 2002.

Permitting of Municipal Discharges: Wet Weather Issues and Other Municipal Developments. Hall, J.C., et al. Presented at the 74th Annual Conference of the Pennsylvania Water Environment Association, State College, PA, June 2002. Also presented at the Pennsylvania Municipal Authorities Association Annual Conference, Pittsburgh, PA, August 2002.

CURRICULUM VITAE

JOHN C. HALL

Modifying EPA Criteria for Intermittent Exposure Conditions: Atrazine Case Study. Hall, J.C., et al. Presented at the Water Environment Federation TMDL Conference, Phoenix, AZ, November 2002.

Municipal Efforts to Resolve Peak Wet Weather Flow Processing/Permitting Issues. Presented at NC AWWA/WEA 83rd Annual Conference, Greensboro, NC (November 2003); WEFTEC.03 76th Annual Conference, Los Angeles, CA (October 2003); PNCWA Conference, Boise, Idaho; 3 Rivers West Weather Sewer Conference, Cranberry Township, PA (Sept. 2003); Tri-Association Conference, Ocean City, MD (Sept. 2003); Kentucky-Tennessee Water Environment Association, Owensboro, KY (June 2003); Virginia Water Environment Association's 9th Annual Industrial Waste & Pretreatment Seminar, Charlottesville, VA, March 2003.

Municipal Wet Weather Issues – Can National Standards Have A Different Meaning In Pennsylvania. Presented at the Pennsylvania Water Environment Association Penn Tec 2003 Conference, State College, PA, June 2003.

Modifying EPA Criteria for Intermittent Exposure Conditions: Atrazine Case Study. Presented at WEFTEC.03 76th Annual Conference, Los Angeles, CA, October 2003.

Legal Issues Impacting Efficacy of Watershed Based Trading Programs. Presented at WEF TMDL 2003, Chicago, IL November 2003.

Update on Municipal Efforts to Resolve Peak Wet Weather Flow Processing/Permitting Issues. Presented at Indiana Water Environment Association 67th Annual Conference, Indianapolis, IN, November 2003

U.S. EPA's Blending Policy: A Mixed Bag. Published in Water Environment & Technology, December 2003.

Impact of Blending Policy on New Jersey Communities. Presented at AEA Spring Conference 2004, Atlantic City, NJ March 2004.

A Good Start. Published in Water Environment & Technology, April 2004.

So, You Think You're In Compliance? Think Again! Keynote Speech presented at NYWEA 76th Annual Conference, New York, NY, February 2004; League of Kansas Municipalities Session for City Officials, Topeka, KS, February 2004; Tennessee Municipal League 65th Annual Conference, Chattanooga, TN, June 2004.

Municipal Wet Weather Issues. Presented at Pennsylvania Water Environment Association Annual Technical Conference - PennTec 2004, State College, PA, June 2004.

Review of EPA Blending Policy: Legal and Regulatory Consideration. Presented at WEFTEC.04 77th Annual Technical Exhibition and Conference, New Orleans, LA, October 2004.

CURRICULUM VITAE

JOHN C. HALL

Federal/State (Mis)Implementation of Narrative Criteria Based TMDLs. Presented at WEF TMDL 2005, Philadelphia, PA, June, 2005.

Ruling on WET Methods Leaves Resolutions of Critical Issues to Permitting. Published in *Keystone Water Quality Manager*, July – August 2005.

Review of EPA Blending Policy: Legal and Regulatory Considerations. Presented at Developments in Clean Water Law: A Seminar for Public Agency Attorneys and Managers – *NACWA 2005 Law Seminar*, Santa Fe, NM, November 2005.

Why So Many Lawsuits, What are the Issues and How Does it Affect You. Keynote Speaker – 2005 WEAU Mid-Year Conference, West Valley City, UT, November 2005.

Minnesota River Nutrient Trading Program Ensures Cost Effective TMDL Implementation. Presented at 2nd Annual Water Quality Trading Conference; Implementing Water Quality Trading at the Watershed Scale, Pittsburgh, PA, May 2006.

Blending What's Next, Published in the *Water Environment and Technology*, April 2006

Big Trouble for Dischargers? The Impact of Pennsylvania's 2006 Integrated List, Published in the *Keystone Water Quality Manager*, June 2007.

Nutrient Regulation on Streams: The Macrophyte Quandary Watershed and Wet Weather Technical Bulletin, Published in the *Water Environment Federation*, December, 2007.

Critical Assessment of State/Federal Nutrient Reduction Programs Impacting Upper Midwest Communications: What Works, What Doesn't and What Needs to Change, Central States WEA, March 2009.

Recent Judicial Decisions on TMDL Implementation: What Every Discharger Should Know, New Jersey Water Environment Association, May 2008.

Update on Changing CWA Request: State, Federal, Judicial Developments Affecting Municipal Resources, Presented at IWPCA Conference, June 2009

Critical Evaluation of EPA Stream Nutrient Standard Initiatives, Published in the *BNA Inc., Environment Reporter*, 2009

Science Advisory Board Assessment of New EPA Statistical Procedures for Nutrient Criteria Derivation, December 2009.

Evaluation of NRDC Secondary Treatment Rule Petition: End Running the TMDL Process, Presented at WEFTEC Conference 2009.

New Statutory Provisions Offer Regulatory Relief to Iowa Communities, Published in *IWPCA Reporter*, Vol. 2, 2010.

CURRICULUM VITAE

JOHN C. HALL

Ammonia Criteria Update Presented to American Environmental Authorities (AEA), April 2010.

Petition for Rulemaking, Presented to American Environmental Authorities (AEA), April 2010.

Federal Rule Reinterpretations Dictate Major Changes in TMDL Development Wet Weather, Stormwater Compliance Requirements, May 2010.

Update on Iowa Water Quality and Wet Weather Compliance Issues – A Strategy to Protect Municipal Interests, Presented at IPCA, June 2010

Federal Rule Reinterpretations Create Permanent Non-Compliance or Why the Iowa League Sued EPA, Presented at WEFTEC Conference, October 2010.

Regulatory Impact of EPA's Revised Wet Weather Policies Presented at the New England Water Environment Association, January 2011.

Federal and State NPDES Program Update – Presented to Association of Environmental Authorities, March 2011.

Strategy to Address Point Source Control Requirements for Gulf of Mexico Hypoxia: Presented to The Upper Mississippi River Nutrient Management Consortium, January 2012

Overview of Municipal Strategy on Great Bay Restoration, Presented Feb 2012

Nutrient Regulation for Rivers and Lakes: Getting it Right Post USEPA Science Advisory Board Review, Presented to North Carolina DENR, May 2012

Overview of Recent Federal Actions on Nutrient Regulations and the Need to Force EPA to Employ Scientifically Defensible Methods, Presented at NACWA Conference, February 2013.

Critical Review of New EPA Nutrient Criteria and TMDL Methods: Abandoning Causation, Presented to Small Business Administration, April 2013.

Iowa League of Cities v EPA 8th Circuit Decision – Implications for CSO and SSO Reduction Programs, Presented at WEF Collection Systems Conference, March 2014

Blending and Wet Weather Developments – How to Address Wet Weather Flows to Eliminate CSOs and SSOs without Supersizing Your Facility When You Can Otherwise Meet Permit Limits, Presented at the PENTEC Conference, June 2014

Surfing the Regulatory Tsunami – A Strategy to Avoid Being Swamped By Federal/State Regulatory Mandates, Presented at the CGMC Annual Meeting, August 2014

Wet Weather Permitting Developments – How to Address Wet Weather Flows to Eliminate CSOs and SSOs by Implementing the Iowa League of Cities Decision, Presented at the NEWEA Conference, January 2015

CURRICULUM VITAE

JOHN C. HALL

Peer Review of the Great Bay Estuary Nutrient Approach – Simplified Methods Are Not Reliable for Imposing Stringent Nutrient Limitations, Presented at the NEWEA Conference, January 2015

Overview of NPDES Permit Issues Impacting New England Permittees: Problem and Solution. Presented at the NEWEA Conference, January 2016

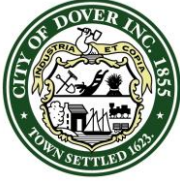
Flint Michigan and Operator Responsibility, Presented to IAWEA Annual Conference, Council Bluffs, IA June 2016

Current State/Federal Actions Affecting NPDES Compliance and Local Growth, Presented to PMAA 74th Annual Conference & Trade Show, Pittsburgh, PA, August 2016

EPA New Antidegradation Rule Amendments: The “End is Near” for Science-Based Decision-Making and Cost Effective Expenditures, WEFTEC Conference, New Orleans, LA, September 2016

Use of Peer Review in the Resolution of Complex Nutrient Issues, WEFTEC Conference, New Orleans, LA, September 2016

Review of EPA Small MS4 Permit; EBC Water Resources Program: The Ongoing Saga of the Massachusetts Small MS4 Stormwater General Permit, What Next? Boston, MA November 2016.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2016.12.14 – 168**
Resolution Re: **Dover – The Education City**

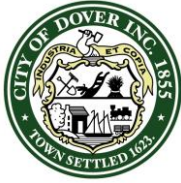
- WHEREAS: The City of Dover has a long history of supporting education and providing educational opportunities for its residents; and
- WHEREAS: The City of Dover is home to three public elementary schools, a public middle school, and a public high school, as well as private elementary schools, high schools, two public charter schools: the Cocheco Arts & Technology Academy and the Seacoast Charter School, and the Alternative School for high school students needing a smaller, more structured, learning environment; and
- WHEREAS: The City of Dover also provides support for those families opting to home school their children; and
- WHEREAS: The City of Dover is proud of its investment in a new state of the art high school and our new charter elementary art school; and
- WHEREAS: For decades parents from numerous surrounding communities have sent their children to be educated in Dover's public and private schools; and
- WHEREAS: The City of Dover also provides educational opportunities for adults via the Dover Adult Learning Center and is home to both The Children's Museum of New Hampshire and the Woodman Institute, which provide educational opportunities; and
- WHEREAS: The City of Dover believes that no other municipality in New Hampshire is able to claim more varied educational opportunities for its residents' education than Dover.

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

Whenever appropriate to do so, that the City of Dover should hold itself out as "The Education City."

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2016.12.14 – 168**
Resolution Re: **Dover – The Education City**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

With the City's investment in a new state of the art high school and charter elementary school which would feed into the curriculum at the Cocheco Arts & Technology Academy, plus the additional educational opportunities, Dover provides educational opportunities for young and old. The City of Dover should hold itself out as "The Education City."

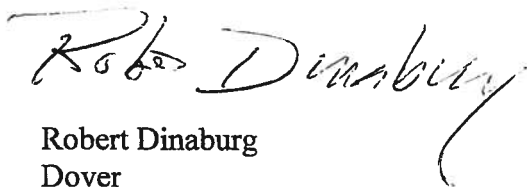
1 December 2016

City Manager Mike Joyal,
Mayor Karen Weston,

The City of Dover is again going to honor its military veterans. This time with a memorial to be located in front of the McConnell Center. It is a nice gesture. I would like to propose a property tax reduction for homeowners who honorably served in the United States Armed Forces.

Costs rise. Prices increase. Property taxes increase too. The military tax exemption has not changed since 2010. An increase to a \$2,000 annual credit for active duty personnel, veterans or the spouse of a deceased veteran on their primary residence would be more than a "Thank you for your service" statement. This would only be applied to single family homes, duplexes or condominiums in the City of Dover.

2017 marks the centennial of America's entry into World War I. Seventy-five years ago we were fighting the Axis powers. Fifty years ago it we were in Viet Nam, twenty-five years ago , Bosnia and Afghanistan had American involvement ten years ago. Every generation has been called. Not everyone responds. Freedom is not free. Sacrifices are made daily. This is another way Dover can honor its military veterans.

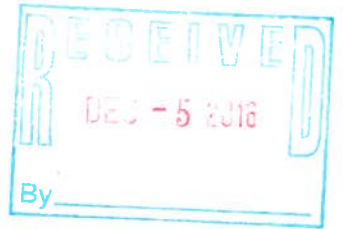


Robert Dinaburg
Dover
U S Navy veteran
member American Legion Post 8

cc:

Foster's Daily Democrat
American Legion Post 8

✓ Dover City Council



To the editor

Two weeks ago I appeared before the Dover Planning Board and strongly urged that they include the area of Central Avenue from Stark Avenue to Silver Street within the recently adopted Heritage District.

Under present zoning this stretch of Central Avenue is designated as a Gateway District which would allow the construction of eating and drinking establishments, retail and commercial uses. This means that in an area consisting of buildings dating back 200 years or more the following could occur:

A Taco Bell next door to the Friends Meeting House; a Dennys across the street from the Woodman Museum; tearing down a house built prior to 1800 to be replaced by a tattoo parlor/nail salon or an auto parts store, or a mattress outlet. The possibilities are endless.

Dover should be seeking to preserve Central Avenue for the same reasons that Silver Street was included within the Heritage District. It is how people are introduced to Dover coming from Portsmouth, Durham and off the Turnpike. All of the buildings on both sides of the street are of genuine historical and architectural significance, constructed and owned by early bank presidents, political leaders (one ran for Governor on the Socialist ticket, believe it or not...). One lot was the site of Dover's first jail and it is said that the prisoners constructed a still existing home across the street for the jailer and his family.

While other communities are trying to preserve their historical past Dover, by virtue of the current zoning, is actively inviting and encouraging developers to come in and destroy a valuable part of our history, replacing the attractive setbacks, lawns, landscaping, granite posts and well maintained structures with all of the noise, signage, lighting, paved parking lots, etc that come with commercial development, not to mention the negative effect on the valuable properties directly behind any such new construction (on the westerly side of the street these lots are within the Heritage District)

There are other reasons for maintaining the area as it is. Most of us are all too familiar with the late afternoon traffic that afflicts this area. Commercial development would only make this worse with a potential series of entrances/exits on both sides of the street, likely forcing more cars onto side streets and/or adding to the late day issues on Locust St.

Finally, while there is no problem in having new commercial/retail space in Dover, the emphasis should be on the downtown core---redeveloping existing underutilized buildings and empty lots, and looking ahead to attractive and useful retail shops as part of our waterfront development. We should not be setting out deliberately to eliminate an important part of Dover's past.

I would ask that any of you who agree with me please take some time to contact members of the Planning Board, Council, and Planning Department and express your support for the zoning change.

Yours truly,

Anthony McManus

To: Planning Board
From: Tony McManus

As an addendum to my previous letter, I thought you all might not be familiar with the background of some of the houses on lower Central Avenue that would be affected by the Gateway District that was approved in February. For your reading pleasure I offer the following:

146 Central Ave.---the Wendell/Trickey House. Built some time before 1866. Wendell was the co-founder of the Dover Cotton factory and the Great Falls Manufacturing Co. It has first floor bay windows with leaded glass and an elaborate entrance porch, a separate carriage house with cupola. Trickey was a sea captain who gave the land to the left of the house to the City on the condition that it be designated "Trakey" St.

151 Central----the Osborne/ Cartland House. Built around 1780 by Marble Osborne whose sons operated a foundry, possibly the source of the existing wrought iron fencing. First president of the Strafford Bank lived here until 1871, followed by Atty. Charles Shackford, also a president of the bank. This property remained in that family until 1948.

157 Central----Sawyer/Bradley House----This house was built in 1807. It originally had terraced land behind with extensive rose gardens and lilac bushes. This home and the building next door stand on what was known as Jail Hill, the site of Dover's first jail in 1773. During the Revolutionary War 19 British prisoners were housed here, and there is some evidence that the prisoners constructed the Davis House across the street for the jailer.

162 Central----The Davis House. This was built in 1787, originally a one family building. The doorway is depicted in the publication Architectural History of the Piscataqua.

168 Central----Capt. William Palmer House. The first house on this lot was built in 1760. Originally a 2-family. In 1822 the owner swapped this house with the then owner of 182 Central (now the Annie E. Woodman House). The Palmer family lived there through the end of the 19th century, followed by Joseph Blackstock for the next 50 years.

169 Central-----Whitehouse/Tanguay House Built before 1827 (South Pine St. was originally called Whitehouse Lane). He was the stone mason for the Sawyer building at the corner of Main & Portland Streets. This remained in the family until 1905 and a grandson (Benjamin) was an unsuccessful candidate for Governor and later for Congress on the Socialist ticket. In 1905 the house was purchased by Mary McCabe Tanguay, an Irish immigrant widow with 5 daughters, two of whom----Rose and Teresa--owned The Hat Shop in downtown Dover. It remained in the Tanguay family until the middle 1970s.

172 Central----Wyatt House built around 1800. This building has brick ends and a fine example of colonial architecture. It remained in the Wyatt family until around 1924. One daughter was a matron of the Dover Childrens Home.

176 Central-----Pendexter House Built around 1828 by two brothers, George and Edward Pendexter, master carpenters. This building has a Victorian entrance with double fanlight doors.

182 Central---the Annie E. Woodman House, built in 1818 by Capt. Palmer (see above) and swapped with Charles Woodman, a local merchant and Speaker of the NH House. Next door is the John P. Hale House, home of the former US Senator prior to and during the Lincoln Administration and candidate for President in 1856 on the Free Soil ticket. The Museum will be celebrating its 100th birthday in 2016.

202 Central----the Wentworth House stained glass in a classic revival style window on porch, elaborate carvings on the porch and along the roof line. Part of the exterior columns are of stamped metal, a novel construction practice at the time. Frank Wentworth owned a bicycle shop in Dover and brought the first automobile to town, later owned Wentworth Motors at the corner of Central and Kirkland Streets. (this is the yellow house that is now overshadowed (overwhelmed?) by the new construction at the corner of Central Ave. and Silver.)

So.....having this background....which is a very quick and partial summary of the buildings involved..... ask yourselves: which of these 200 year old houses would you like to see replaced by a Denny's, or a pizza shop, Cumberland Farms, a Sprint store, mattress shop, etc. How would that contribute to the historical and architectural heritage of Dover? Picture, if you will, the Friends Meeting House sitting on the far edge of a commercial strip, or St. Joseph's Church and/or the Woodman Museum buildings isolated in a line of (and facing a line of) two or three (maybe even four?) story buildings with the attendant traffic, noise, commercial lighting. If parking is to be behind all of the buildings what does that mean to the quality of life for the people on Trakey, South Pine, Spring, Union, and Summer Streets?

I ask you to consider-----in light of the above, and the points made in my earlier letter----if we all have not made a mistake in sacrificing this very important part of Dover's past to an uncertain future. Do we want more retail and commercial development in town? I don't have a problem with that, but the proper place is within the downtown core where people can live in the new residential units or park and walk to any new shops and restaurants.

(I do stand corrected from one thing I said in my earlier letter. As Chris pointed out, drive-thrus are not allowed in the Gateway district. That difference doesn't detract much, however, from the damage that could be done if the district remains in place....)