



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 8, 2017**
Meeting Time: **6:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 170, SECTION 8 – ZONING MAP**
SPONSORED BY COUNCILOR CIOTTI AS PLANNING BOARD REPRESENTATIVE
- 8. CITIZEN’S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER’S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. February 22, 2017 – Regular Meeting**
- 11. MAYOR’S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - 1. CHAPTER 170, SECTION 8 – ZONING MAP**
SPONSORED BY COUNCILOR CIOTTI AS PLANNING BOARD REPRESENTATIVE
 - B. ORDINANCES IN THE 3RD READING**
 - C. RESOLUTIONS**
 - 1. REPROGRAM UNEXPENDED CIP APPROPRIATIONS AND AWARD OF B17021 RICHARDSON DRIVE RECONSTRUCTION PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST



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13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – Great Bay Figure Skating Club**
- 2. B17003 HEATING, VENTILATION, AND AIR CONDITIONING EQUIPMENT MAINTENANCE AND REPAIR SERVICE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. B17034 AWARD OF BID FOR CONSTRUCTION EQUIPMENT RENTAL**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. YEOMAN PUMP ROTATING ASSEMBLY – SOLE SOURCE PURCHASE**
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. AGREEMENT TO CONVEY REMEDIAL INFRASTRUCTURE AND EQUIPMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. DISPOSAL OF CITY OWNED REAL ESTATE RESCISSION @ FLORAL AVENUE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. ADVANCED REFUNDING FOR CITY OF DOVER NOVEMBER 15, 2008 AND APRIL 15, 2010 GENERAL OBLIGATION BONDS AND AUTHORIZATION TO ISSUE REFUNDING BONDS (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 22, 2017, WITH A COUNCIL VOTE TO OCCUR ON APRIL 12, 2017.)**
SPONSORED BY MAYOR WESTON BY REQUEST



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- 4. DOVER LED PUBLIC WORKS LIGHTING UPGRADE (B15021) AND
AUTHORIZATION FOR FINANCING
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 22, 2017, WITH A
COUNCIL VOTE TO OCCUR ON APRIL 12, 2017.)
SPONSORED BY MAYOR WESTON BY REQUEST**

C. ORDINANCES IN 1ST READING

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

THE CITY MANAGER'S REPORT

March 8, 2017



*Month Reporting on:
February 2017*

*"If we had no winter, the spring would not be so pleasant;
if we did not sometimes taste of adversity,
prosperity would not be so welcome."*

~Anne Bradstreet

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 02/01/2017 but before 03/02/2017, 4 requests
- Dover, NH – Planning Board minutes of 01/24/2017
- Dover, NH – 102/104 Court Street
- Dover, NH – DBIDA minutes of 01/05/2017

Assistance to City Departments and/or Offices

City Council: Drafting/review of resolutions and ordinances; DEOP Council Action

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

Community Services: Garabedian Trust LLA; undocumented land; First Street trash; Primex claim; Slip & fall; Class VI roads; Broadway sewer easement

Finance: Discharges and Liens; Target Construction nonpayment; Additional insured status on Cert of Insurance for City contract; RFP Terms & Conditions; Bid protest

Planning: Chapter 170-8 Ordinance; Certificate of Adoption of Stewardship of Resources Chapter of Master Plan; Wyndbrook

Protest Petition; Development Agreement for Third Street Development Project; H53 Mast Road Declaration of Covenant/Easement; Varney Brooks Land Warranty Deed/Declaration of Agreement; Pear Drive Right-of-Way; Proposed Planning Board Bylaw changes; Subdivision application

Fire & Rescue: Attorney request; Inspection of Department Property Policy

School Department: 91a – Title IX Complaints; DEOP CBA

Assessing: PILOT agreement

Info Tech: Apple Device Enrollment Program

Dover Housing Authority: 125 Washington Street Release of Covenants

Recreation: Park Street Parking Lot; Hockey Arena Video Agreement

Library: Subscription and Hosting Services Agreement

Police: First Street parking Memorandum of Agreement; Updates to Chapter 131 & 166 Ordinances and Henry Law Avenue Recreation Parking Lot Resolution; Jumpstart Service Agreement; Third Street parking permits

Litigation

Clay v. City of Dover: Supreme Court decision dated February 24, 2017 in favor of City .

City v. Joel Bernier: Court found Defendants in contempt and ordered to pay \$250 starting February 1, 2017. Defendants made payment of \$225. Letter sent to Defendants on February 8, 2017.

Ventas Realty Limited Partnership v. City: (2014 tax year) Bench Trial rescheduled for week of July 18, 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

Michael Garofano v. City of Dover: ZBA dispute – Motion to Dismiss granted January 18, 2017; Plaintiff's Motion for Reconsideration filed February 2, 2017.

	Current Month	FY17 YTD	FY16	FY15
Legal Matters/ Questions Handled	31	186	244	276
Document Creation/Review	18	161	267	180
Right to Know Requests Processed	7	49	66	103
Resolutions	3	25	53	54
Ordinances	1	9	29	21

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.

Economic Development

by Dan Barufaldi

Summary:

Economic activity continues to increase moderately in Dover and the region. Most Dover retailers, staffing firms and manufacturers report increased sales and revenues year over year. Retailers reported a robust selling period enhanced by the Holiday Weekend Program organized by DBIDA, Dover Main Street and the downtown merchants. This has morphed into a First Fridays monthly art walk and merchant promotion program. Dover hotels continued to report very high occupancy rates now being sustained after a pause in January. Commercial real estate activity is up significantly. Residential real estate activity continues high but somewhat constrained by lack of inventory. Housing prices continue

to rise (5.9% month over month from last year) despite increasing mortgage interest rates. 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 raising wages and importing staff to get availability of qualified workers. Availability of entry level employees appears to be further limited by the opioid crisis in the region. There is some 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% total 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 greatly 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 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 on average, 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 uncertainty of the future 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 and the recent US administration change 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 2017 revenue growth are in the 5%-10% range.

Commercial Real Estate:

Commercial real estate sales activity continued with strong sustained growth locally, and with moderating 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 flat 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, but increasing, interest rates and increasingly tighter 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. "Quantitative Easing" ended in December, with three more 25 basis point hikes anticipated over 2017. 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 status 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. 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 former DKW building on Industrial The Fosters building at 333 Central Avenue was recently sold to a local service provider company for \$1.5 million. The Robbins building downtown has sold to Cathartics and will be demolished to make room for a mixed use development on the site.

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 Q4 and Q1. 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 7% year-over-year 2015-2016. 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 2016 and will continue to do well throughout 2017.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting 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 relatively 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 (China's GDP is still growing at a 6-7% rate) and their investment in infrastructure, often purchased here, is also down significantly. Local manufacturers 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. Other uncertainties surrounding the recent federal administration change are evident in local manufacturers, including import taxes and a relaxation of the regulatory constraints on businesses that will reduce costs. Local manufacturers are still uncertain about the tax reform package anticipated from the incoming administration. Pickup truck and SUV sales are in further decline this month with large holdover inventories triggering sell-off sale prices. Ford has experienced a large Q4 loss. 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 and the pro-business messages from the incoming administration. Aerospace parts manufacturers are reporting a pause in formerly increasing sales, but this could change with the proposed increase in defense spending. 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. We currently anticipate four new buildings going up over the next year to 18 months in Enterprise Park. Outlook for the balance of the year remains very 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 finishing fit out for new owners that have already moved in. The Silver Square development and roundabout are now well underway with Phase I completion on this \$50 million dollar development.

Price pressures remain moderate. Regional manufacturers remain 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 and water 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 moderately improved results for year-over-year store sales ranging from flat to up 5-8%. Reasons cited for flatness 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 President's Day sales were experienced by most Dover retailers. 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 2% heading into Q2, a reversal of previous Q4 trends. 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 plateau, so far, has had no discernible effect on retail, hotel and restaurant sales. A federal hiring freeze will apparently not affect defense spending, now slated to increase by \$54 billion. This could have a

very positive effect on the number of 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 2017. Pricing that has remained steady up to now, is beginning to affect wage rates for experienced retail clerks and wait staff and will shortly 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: Phase 1 completion
- Yacht Club Development
- Stonewall Kitchens Development
- Rand-Whitney Development:
- 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 been sold to a developer.
- 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.
- Four new- builds being considered at Enterprise Park.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
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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. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

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

Vote: 9/0.

7. PUBLIC HEARINGS

- A. REPROGRAM UNEXPENDED CIP APPROPRIATIONS AND AWARD OF B17021 RICHARDSON DRIVE RECONSTRUCTION PROJECT
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL, VOTE TO OCCUR ON MARCH 8, 2017)
SPONSORED BY MAYOR WESTON BY REQUEST**

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

- B. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2018 CDBG ENTITLEMENT FUNDS
SPONSORED BY MAYOR WESTON BY REQUEST**

Pamela Thyng, Community Partners: She thanked the Council for considering their request.

Martha Stone, Executive Director for Cross Roads House, Inc.: She thanked the Council for their support.

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



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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.

Richard Hebbard, 97 Spruce Lane: He continued his discussion from previous City Council meetings regarding the rules for Right of Ways.

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

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing and discussed the opioid epidemic, employees' terms of service, and the financial conditions of the City's reserve funds. Deputy Mayor Carrier moved to accept the City Manager's Report; seconded by Councilor Gagnon.
Vote: 9/0.

10. APPROVAL OF MINUTES

- A. February 1, 2017 – Workshop Session**
- B. February 8, 2017 – Regular Meeting**

Deputy Mayor Carrier moved to approve the minutes as presented; seconded by Councilor Ciotti.
Vote: 9/0.

11. MAYOR'S REPORT

Mayor Weston gave an overview of events she attended to the Council. Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor O'Connor.
Vote: 9/0.

12. UNFINISHED BUSINESS

- A. ORDINANCES IN THE 2ND READING**
- B. ORDINANCES IN THE 3RD READING**



CITY OF DOVER

CITY COUNCIL – MINUTES

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C. RESOLUTIONS

1. PAYMENT IN LIEU OF PROPERTY TAX AGREEMENT BETWEEN THE CITY OF DOVER AND TRI-CITY COVENANT CHURCH (TO BE REMOVED FROM TABLE)

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to remove from the table; seconded by Councilor Gasses.
Vote: 9/0.

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

City Assessor Corcoran gave an overview of the resolution to the Council. He said he has denied the Tri-City Covenant Church's request, and is asking the Council for direction.

Councilor Greenshields recused herself from the vote, because she works in the same business.

Councilor Gagnon recused himself from the vote, because he has used the Church's services.

Roll Call Vote: 0/7; Failed. (Councilors Gagnon and Greenshields recused)

2. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2018 CDBG ENTITLEMENT FUNDS

SPONSORED BY MAYOR WESTON BY REQUEST

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

Councilor Ciotti gave an overview of the resolution to the Council.

Roll Call Vote: 9/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Greater Dover Chamber of Commerce (Arts Festival)**
- 2. BLOCK PARTY – Greater Dover Chamber of Commerce (Children's Arts Festival)**
- 3. BLOCK PARTY – Greater Dover Chamber of Commerce (Farmer's Market)**
- 4. BLOCK PARTY – Greater Dover Chamber of Commerce (Apple Harvest Day)**
- 5. PARADE – Greater Dover Chamber of Commerce (Apple Harvest Day)**
- 6. RAFFLE – Cocheco Valley Humane Society**
- 7. ROAD RACE – Red's Road Race – Community Partners**
- 8. ROAD RACE – Triangle Club of Dover**
- 9. ROAD TOLL – American Cancer Society – Relay for Life of Rochester**
- 10. WALK – American Cancer Society – Making Strides Against Breast Cancer**



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COMMITTEE REPORTS

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

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

Mayor Weston asked the Council if they had items they would like pulled for further discussion. Councilor Ciotti pulled the Joint Building Committee – Garrison Elementary School Report. Councilor Thibodeaux pulled Item 13.A.9.

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

Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.9.; seconded by Councilor Thibodeaux. Vote: 9/0.

Councilor Ciotti gave an overview of the Joint Building Committee – Garrison Elementary School Report to the Council.

Deputy Mayor Carrier moved to accept the Joint Building Committee – Garrison Elementary School Report; seconded by Councilor Ciotti.

Vote: 9/0.

B. RESOLUTIONS

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor O'Connor discussed NH Governor Sununu rescinding the law that required a permit to carry a concealed weapon. He told people that currently have a NH license to renew it anyways, because Maine will recognize the New Hampshire license.

Councilor Shanahan said he represented the City at a Health and Human Services meeting with Police Chief Colarusso. He said they were taking testimony regarding HB 478.



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Mayor Weston said she will be holding her Coffee with the Mayor on March 25. She said the City of Dover has started a new event, Dover Art Walk, on the first Friday of every month, 5:00 pm to 8:00 pm.

16. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor O'Connor.
Vote: 9/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2017.02.08 – 002**
Ordinance Title: **ZONING**
Chapter: **170**
Section: **8 Zoning Map**

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 170 of the Code of the City of Dover, entitled Zoning, by rezoning three (3) parcels of land from residential to industrial, one (1) parcel of land from one form of industrial to another form of industrial, and portions of two (2) parcels of land, which are zoned both residential and industrial, to industrial.

2. AMENDMENT

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

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Low-Density Residential (R-20) District to Rural restricted Industrial (I-2) District an area of approximately 68.2 acres located along Littleworth Road and the Spaulding Turnpike, consisting of Map G lots 29-A, 29-C, 30B, as well as portions of Map G lots 29 and 29B located 1,500 feet and further from the Spaulding Turnpike.

AND

“The official Zoning Map of the City of Dover, New Hampshire, dated December 9, 2009, is amended by changing from Office and Assembly (I-4) District to Rural restricted Industrial (I-2) District an area of approximately 38.3 acres located along Littleworth Road and the Spaulding Turnpike, consisting of Map G lot 19-B as well as portions of Map G lots 29, 29-B located closer than 1,500 feet from the Spaulding Turnpike.

TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by:

Councilor Dennis Ciotti
City Council Planning Board
Representative

Approved as to Legal
Form and Compliance:

Anthony Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2017.02.08 – 002**
Ordinance Title: **ZONING**
Chapter: **170**
Section: **8 Zoning Map**

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.		

ORDINANCE BACKGROUND MATERIAL:

Attached is the application provided by the Property Owners and Applicant regarding this zoning change.

To: Dover City Council
From: Christopher Parker, AICP
CC: J. Michael Joyal, City Manager
Dover Planning Board
Date: February 1, 2017
Re: Zoning Amendments

ISSUE:

On January 24, 2017, the Planning Board unanimously approved a citizen petition to amend to the City's Zoning Map.

INTENT:

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

GOALS:

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

PROCESS:

Chapter 170 provides that citizens may request rezoning of their property. On December 13, 2016, the Planning Board reviewed a request by a property owner to rezone their parcels from Medium Density Residential (R-20) and Office and Assembly (I-4) to Rural Restricted Industrial (I-2).

The Planning Board posted the amendments after consideration on December 13, 2016. It received testimony at Citizen's Forum on December 13, 2016. It held a public hearing on January 24, 2017. The Board unanimously approved the requested amendment at the conclusion of the January 24th hearing and forwarded it to the City Council for ratification.

ATTACHMENTS:

- Citizen Petition for Rezoning
- Map of area
- Letter to PB in January covering the changes to the plan
- Concept Map
- Staff memo to the Planning Board
- Rezoning Analysis

As per section 170-53(F), the Planning Board shall provide to the City Council a report on each proposed amendment that has been

proposed and endorsed by it. This report shall include the Board's findings and recommendations on the following:

The consistency of the proposed amendments with the Master Plan;

The 2015 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Tomorrow." This chapter includes references to increasing the City's commercial tax base through economic development. The Chapter also documents the lack of available industrial land for development, 144 acres out of 15,557 in the City. The rezoning is consistent with the other uses along Littleworth Road, and the zoning on the westerly side of Columbus Ave, and Littleworth Road.

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

The proposed amendments do not conflict with any other plans, studies or technical reports. It is consistent with the Council goal to diversify the taxable valuation.

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

The proposed amendments do not conflict with the Capital Improvements Program. Non-residential development typically demand less services than residential uses.

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

The Planning Board found that any development is going to effect the natural, environmental and historical resources, however the impact would be less for non-residential. This is in part because the City's site regulations require higher standards of containment and management of stormwater, as well as stricter landscape management requirements for non-residential uses.

A further benefit is that the Applicant has agreed to donate a conservation easement to the City for all undeveloped portions of the project area.

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

The area to be rezoned is adjacent to Industrial uses on Littleworth Road (Cambridge Tool, Crosby Road, Industrial Park Drive), as well as residential uses on Columbus Ave. The zoning in the area is predominantly industrial. The rezoning is an extension of the existing I-2 Zoning District. Through thoughtful layout of the buildings, responsible landscaping, preservation of existing trees where possible, and the establishment of fencing and vegetative buffers, the area in question can be developed in a manner which is complementary to the residential uses in the area.

No dimensional non-conformities would be created, two residential homes would be legally non-conforming if they remain, and one non-residential use would become conforming.

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

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

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

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



City of Dover, New Hampshire ZONING AMENDMENT APPLICATION

[Revision Date: February 13, 2013]

Office Use Only	File #:	<u>P16-36</u>	Date Received:	<u>NOV 22 2016</u>
	Amount Paid:		Time Received:	

Dover, New Hampshire

APPLICANT INFORMATION

Name of Applicant: USA TRAINING CENTERS/RICHARD & ANNA KAY

Address of Applicant: 117 GOSLING ROAD NEWINGTON NH 03801

Telephone # (603) 431-6700

Email Address DAVE@USAMANS.COM

DESCRIPTION OF PROPOSED AMENDMENT

PROPOSE TO CHANGE EXISTING LOTS OF LAND FROM THEIR CURRENT ZONING DESIGNATION TO NEW DESIGNATION. CHANGE WOULD BE FROM I-4 & R-20 USE TO I-2 USE. THE PURPOSE IS FOR COMMERCIAL RECREATIONAL USES.

AREA REZONING INFORMATION

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

Map	Lot(s)
<u>MAP G</u>	<u>Lot 19-B 14.2 ACRES CITY OF DOVER</u>
<u>MAP G</u>	<u>Lot 29 61.0 ACRES RICHARD & ANNA KAY</u>
<u>MAP G</u>	<u>Lot 29-A 1.07 ACRES NATHAN & CHELSEA PIGGS</u>
<u>MAP G</u>	<u>Lot 29-B 19.0 ACRES RICHARD & ANNA KAY</u>
<u>MAP G</u>	<u>Lot 29-C 1.35 ACRES REVOCABLE TRUST, ANNE TUCKER</u>
<u>MAP G</u>	<u>Lot 30-B 6.83 ACRES NICK & BECKY MOURGENS</u>

Current Zoning District(s) I-4 & R-20 Size of Area: 106.45 ACRES

Existing Use(s) Within Area: RESIDENTIAL, AGRICULTURE

Proposed Zoning District(s) I-2 Proposed Use of Area: COMMERCIAL RECREATION

ORDINANCE AMENDMENT INFORMATION

Article# _____ Section(s) # _____ Section Title(s) _____

Current Provision(s) Language _____

Proposed Provision(s) Language _____

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

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

REQUIRED ATTACHMENTS

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

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

SIGNATURE OF APPLICANT(S)

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

Signature of Applicant: Richard W. By Lane S. Key Date: 11/22/14

Signature of Applicant: A. P. H. Date: 11/22/14



USA TRAINING CENTERS

Zoning Amendment Application Narrative

Proposed Areas for Zoning Amendment:

- ❖ Map G, Lot 19-B, 14.2 Acres, City of Dover
- ❖ Map G, Lot 29 and 29-B, 83.0 Acres, Richard & Anna Kay
- ❖ Map G, Lot 29-A, 1.07 Acres, Nathan & Chelsea Riggs
- ❖ Map G, Lot 29C, 1.35 Acres, Revocable Trust, Anne Tucker
- ❖ Map G, Lot 30-B, 6.83 Acres, Nick & Becky Mourgenos

PURPOSE for AMENDMENT:

Statement for Purposes & Intent of Proposed Amendment:

The purpose for this Amendment is to request the above listed parcels of land to be re-zoned to I-2.

This request seeks a Zoning Amendment from the current R-20 and I-4 Zone to I-2 Zone for the above mentioned properties is to allow for the Development of a new Baseball & Sports Complex.

Also included in this area would be the development of Commercial PAD Sites that would allow for development of Hotels, Restaurants, Vehicle Refueling and Recharging.

Understanding current zoning of the area, the Proposed Development would not be a conforming use in the current zone and would require the board to grant either a Zoning Board of Adjustment or have the area re-Zoned to the I-2 Zone.

We are seeking to have the area re-Zoned to allow for our Proposed Development to be a conforming use.

Consistency with RSA 674:17:

❖ To lessen congestion on streets:

- Subject land parcels have access from State Highway, Route 9 to the south. 3 of the 4 land parcels for Re-Zoning have frontage along Route 9
- City of Dover Property has access along State Highway, Route 16, but would share access from Route 9 as part of the proposed development.
- The area is currently a mix of Commercial, Industrial and Residential development. Current Traffic Counts indicate over 40,000 cars per day between Exit 8 & 9 on Rte. 16 and over 9,000 cars per day on Littleworth Road (Rte. 9) west of the B&M Railroad bridge.
- Our Proposed Development invites a "stay & play" destination design with the Hotel and Restaurant layout, lessening daily travel to and from the park.

❖ To secure Safety from fires, panic and other dangers:

- With 2 means of access/egress along Littleworth Road (Rte. 9) and a loop road on site, we have developed multiple means of egress/access for Emergency Vehicles and public alike.

❖ To Promote Health and Welfare:

- The general premise of this development is to create a park like environment, with complimentary commercial development.
- This park and the recreational aspect it will provide by definition promotes health and wellbeing
- This park will also provide other avenues of entertainment appealing to a large cross section of our community, whether it be sports, concerts, plays, or other forms of community gatherings.

❖ To Provide adequate light and air:

- Will provide plenty of outdoor space in the form of walking trails, playground and picnic areas, not to mention the outdoor athletic fields.
- Conceptual Plan currently shows a Hotel at either end of the development with the open space in between, attempting to define the development while making it welcoming and a place that is attractive to stay.

❖ To Prevent Overcrowding of the Land:

- As mentioned previously, the Conceptual Plan currently shows a Hotel at either end of the development with the open space in between, attempting to define the development while making it welcoming and a place that is attractive to stay.

- The concept here is to spread out the vertical building construction, inviting the patrons to walk to the restaurants, and other entertainment and recreation that is taking place within the park.
- ❖ **To avoid undue concentration of population:**
 - By rezoning a tract of land from an R-20 zone, into an I-2 zone. The effect of this change will eliminate the potential for more than 100 new homes being built on this property, affectively saving the City increased annual educational expense.
 - By keeping the complimentary commercial development spread out on the site, there will be less concentration of vehicle and foot traffic at each location.
 - This Development is by design transient in use, and designed to be a "destination". This use will not place constant demand on utilities, water and sewer systems.
- ❖ **To facilitate adequate provision of Transportation, solid waste facilities, water, sewerage, schools, parks, child day care:**
 - To be made part of the current public transit system by making bus stop access with in the park.
 - Includes extending current city sewer, water along with extending electrical service and natural gas service.
 - There would not be a need for child care or schools as this Proposed Development is transient in its use.
 - Intends to create an atmosphere of a park like setting.
- ❖ **To assure proper use of Natural Resources and other public requirements:**
 - Intends to make use of an existing pond on the property and incorporate it into part of it park and playground area.
 - Intends to work around existing wetland areas to the greatest extent possible and minimize the need for mitigation, thereby preserving the natural elements of the property.
 - Intends to work with the existing contours of the property to best fit and site the elements of the Development to the greatest extent possible to mitigate large cuts and fills and to take advantage of the natural contours and natural landscape of the earth.
- ❖ **To encourage the use of Soar, Wind or other renewable Energy Systems:**
 - Conceptual designs are considering the use of solar energy opportunities, not fully developed at this stage of application.
 - Concept designs plan to take in to account all the required buffers, setbacks, etc. to maximize sunlight, wind and other renewable resources in the area.

Consistency with the City of Dover's Master Plan:

- ❖ Will encourage mixed use on this property in the form of Recreational and Commercial Development along Rte. 9 & Rte. 16
- ❖ Will have access to public transportation stops making the park easily accessible to Downtown and surrounding areas served by public transportation
- ❖ Will encourage new Business in the form of Hotels, Restaurants and other complimentary business ventures.
- ❖ Will help to continue to keep Dover an affordable place to live by broadening the tax base with new businesses, and lessening the burden of Educational Costs brought by potential residential development in this area.
- ❖ Will encourage high quality low impact growth, in that this Development is a "Destination" attraction, is a transient development in nature, designed in part to increase tourism, and other benefits to local business, but decrease long term impact on City infrastructure.
- ❖ Will be in keeping with the City Council's desire to rezone existing residential areas to commercial areas to increase business tax base and bring new jobs to this area.

Effect on Municipal Services & Capital Facilities

- ❖ Non-residential development proposed will create less demand on the City's Services than the existing Residential would, if that Residential Development be fully built out.
- ❖ Current Use penalty would be placed into the Conservation Fund, to help preserve open space in the community
- ❖ The Sewer Service has capacity and there is Water service that can be brought onto the site
 - Any increases in infrastructure would be made during the site construction phase to more than adequately address capital facilities

Effect on the Natural Environment and Historical resources of the City:

- ❖ The intent is to take advantage of the existing natural landscape and land shape as part of the design process.
 - Situate the Baseball Stadium in such a way as to take advantage of the natural slope of the site to create natural earth berms to allow for grass area seating.
 - Enhance the existing pond on the property to take advantage of natural wildlife habitats. Our intent is to create plaques that may describe wildlife that may be indigenous to the area. A survey and report has been completed to describe the wildlife and plant life in the area.

- ❖ The intent is to take advantage of some of the Historical interests of these properties.
 - Name one of the complex's streets after the original Landowner, who was granted ownership of this parcel of land by the Monarch in England at the time, believed to be King James I, but will need to be researched further.
 - A review of other Historical Sites has been performed and while there were a couple of sites nearby, there is nothing on the Registry that abuts the parcels of land to be developed.

Effect on the Neighborhood:

- ❖ Will not create any adverse effects to the current neighborhood, in that while surrounded by some residential development, the area is also home to industrial and commercial development, and our proposed commercial development could be convenient service to those surrounding business in the form of dining, gas and even a place to stay for traveling employees.
- ❖ The design of the Development intends to take advantage of the naturally occurring wooded areas along the sides of the development to create a visual buffer between the residences and the new development.

Effect on the City's Economy:

- ❖ In similar fashion to how the City acts as a Hub for surrounding towns, will act as a Hub, first for the Baseball Community, not only for the local and NH Seacoast communities but also for New England because of its designation of a Regional Tournament Site, drawing in a steady stream of tourism into the area for extended stays in the area.
- ❖ Will provide other sources of Entertainment in its park besides athletics, including but not limited to concerts, community events, special speakers, conventions and conferences, to name a few. These events will directly affect the community by drawing out the locals for an evening that may include dining out in the community before attending one of the events at the park.
- ❖ Will help to continue to keep Dover an affordable place to live by broadening the tax base with new businesses, and lessening the burden of Educational Costs brought by potential residential development in this area.
 - Current Dover Hotel example, approx. tax revenue of \$115,000.00 per year
 - Current Dover Restaurant example, approx. tax revenue of \$35,000.00 per year
 - Current Dover Gas/C-Store example, approx. tax revenue of \$18,000.00 per year.

- ❖ Will encourage high quality low impact growth, in that this Development is a "Destination". The use & population will be transient in nature. The benefit will be an increase in tourism, increasing benefits to local business in the form of more traffic through local shops, businesses and restaurants to name a few.
- ❖ The additional development planned for this parcel of land include construction of a hotel with conference/convention center & restaurant.
 - Current research suggests that Dover Hotels are currently running at over 90% occupancy every day of the week.
 - The hotels will provide much needed hotel rooms for the area.
- ❖ The proposed development has the opportunity to create new jobs in the following manner:
 - 120 room Hotel, 75 new jobs per hotel
 - 100 seat Restaurant, 50 new jobs per restaurant
 - Sports Complex, 25 new jobs

Additional advantages to the Community for this Development:

- ❖ Will attract a significant influx of tourism to the City of Dover and surrounding area because the Sports Complex itself will be designated as a Regional Site, by Nationally known organizations such as **Perfect Game**, **Blue Chips** and **Evoshield**, to name a few. With the backing of these organizations, our Complex will have the opportunity to attract the top Amateur Baseball and Softball Programs on the Eastern Seaboard throughout the season, which will in turn attract top college recruiters and pro scouts to this area.
- ❖ Will afford local student athletes exposure and opportunity for a college education that they may not otherwise have.
- ❖ The Hotel/Restaurant development will provide close and local service to the multiple businesses currently located in the area.

Our Development Proposes to include the following:

- ❖ **Roads, Parking, Infrastructure:**
 - Extend existing Sewer & Water Utilities
 - Extend existing electrical and communication
 - Extend natural gas lines onto the site from across Littleworth Road
 - Build access roads and parking to standards
 - Build ON & OFF ramps from the south bound lane of Route 16
- ❖ **2,000 Fixed Seat Baseball Stadium**
 - Field Turf Baseball Field Playing Surface
 - Full Concessions
 - 2 Team Clubhouses & Locker Rooms
 - Executive Office Suites
 - Full Service Sit Down Restaurant
 - Berm Style Field Seating
- ❖ **5 Full Size Baseball Fields/Athletic Playing Surfaces**
 - Up to 8 Baseball Fields (concept plan currently calls for 5)
 - 3 field "clover leaf" style layout of baseball fields
 - 2 additional baseball fields
 - Synthetic Field Turf Playing Surfaces
 - Fields will accommodate High School Baseball Diamond
 - 2 Softball size diamonds
 - Soccer, Field Hockey & Lacrosse size playing surfaces
- ❖ **24'x24' (approx. dim.) Observation Building**
 - Men's & Women's Toilet Facilities
 - Concessions
 - Field Storage/Field Office
 - 2nd & 3rd floor observation/scouting decks
- ❖ **1- 90,000 SF Training Field with Seasonal Domed Canopy**
 - Synthetic Field Turf Playing Surface
- ❖ **1-15,000 SF Baseball Training Facility Building**
 - Concrete & Steel constructed structure
 - Metal Siding & Roofing
 - Synthetic Field Turf Interior Training Surfaces
 - Batting and Pitching Lanes
 - Men's & Women's Toilet Facilities
 - Retail Desk/Executive Offices
 - 100 Parking Spaces
- ❖ **Commercial PAD Site Construction**
 - Restaurant Activity
 - Hotel Activity
 - Convenience Store Activity
 - Associated Parking Areas
- ❖ **Walking Path and Park Development**
 - Walking/Hiking Paths
 - Park & Picnic Areas and associated Landscaping
 - Water Fountain Feature
- Playground



USA TRAINING CENTERS

Statement for Purposes & Intent of Proposed Amendment:

Proposed Areas for Zoning Amendment:

- ❖ Map G, Lot 19-B, 14.2 Acres, City of Dover
- ❖ Map G, Lot 29 and 29-B, 83.0 Acres, Richard & Anna Kay
- ❖ Map G, Lot 29-A, 1.07 Acres, Nathan & Chelsea Riggs
- ❖ Map G, Lot 29C, 1.35 Acres, Revocable Trust, Anne Tucker
- ❖ Map G, Lot 30-B, 6.83 Acres, Nick & Becky Mourgenos

BASEBALL FACILITY PROJECT DESCRIPTION

PROJECT NARRATIVE:

The project mission is to create a Sports Complex set in a park like atmosphere that specializes in Baseball & Softball Training that will afford the New Hampshire Seacoast area athletes a top flight facility to both train and showcase their abilities to College and Professional Scouts.

The Facility will house a top coaching and training staff which provides individual and team training and evaluation to the athlete, baseball and softball player alike.

The facility however, will not be limited to Baseball and Softball, as the state of the art synthetic playing surfaces are designed to accommodate Soccer, Field Hockey, Lacrosse and Football.

The indoor training facilities and the Stadium are designed to cater to the baseball & softball community, however the intent is to also have an indoor facility that can host a variety of events including entertainment, trade shows, and simple things such as birthday parties and the like.

The “anchor” to the proposed development, the Mavericks Stadium will be home to the Seacoast Mavericks, charter member of the Futures Collegiate Baseball League (FCBL), which plays a competitive 53 game schedule each summer, 26 of which will be home contests. Also planned would be several opportunities for entertainment acts ranging in scope from music and comedy to conferences, conventions and special events.

The project will also provide additional commercial development space in the form of PAD Sites, intending to attract Hotels, Restaurants, and other complimentary businesses. Outlined below are the benefits that this piece of the development offers.

Outlined below are Key Elements for why the City's 14-acre parcel is crucial to this development, along with other Key Elements that show how the overall development provides benefit to the City of Dover and surrounding communities.

The City's Property is a Key component for this Proposed Development:

- ❖ The Property is an integral part of the Development Plan, because the 14 acres complete the required land area necessary to support the project as presented.
- ❖ The Property provides high visibility along the Spaulding Turnpike to the proposed Sports Complex and attached commercial development. Visibility is a crucial aspect for a "destination" Complex such as the one proposed.
- ❖ The Property provides the ideal location for the Stadium portion of the proposed development. The Stadium is the "**anchor**" for the whole development.
- ❖ The Property provides an opportunity to obtain access right off the Spaulding Turnpike.
 - Should access be granted, the City's property would be a "gateway" of sorts from the Spaulding Turnpike for the remaining portion of the development planned for the adjoining properties.
 - Should access not be granted, the City's property is still crucial because of the afore mentioned "**visibility**", but even more is the "**anchor**" completing the destination.

Key Long Term Advantages to the City of Dover for this Development:

- ❖ Will encourage mixed use on this property in the form of Recreational and Commercial Development along Rte. 9 & Rte. 16.
- ❖ Will have access to public transportation stops making the park easily accessible to Downtown and surrounding areas served by public transportation.
- ❖ Will encourage new Business in the form of Hotels, Restaurants and other complimentary business ventures.

- ❖ Will help to continue to keep Dover an affordable place to live by broadening the tax base with new businesses, and lessening the burden of Educational Costs brought by potential residential development in this area.
 - Current Dover Hotel example, approx. tax revenue of \$115,000.00 per year
 - Current Dover Restaurant example, approx. tax revenue of \$35,000.00 per year
 - Current Dover Gas/C-Store example, approx. tax revenue of \$18,000.00 per year.
- ❖ Will encourage high quality low impact growth, in that this Development is a "Destination". The use & population will be transient in nature. The benefit will be an increase in tourism, increasing benefits to local business in the form of more traffic through local shops, businesses and restaurants to name a few.
- ❖ The additional development planned for this parcel of land include construction of a hotel with conference/convention center & restaurant.
 - Current research suggests that Dover Hotels are currently running at over 90% occupancy every day of the week.
 - The hotels will provide much needed hotel rooms for the area.
- ❖ The proposed development has the opportunity to create new jobs in the following manner:
 - 120 room Hotel, 75 new jobs per hotel
 - 100 seat Restaurant, 50 new jobs per restaurant
 - Sports Complex, 25 new jobs

For these reasons it is believed that the proposed development aligns well with the City of Dover's Master Plan.

Additional advantages to the Community for this Development:

- ❖ Will attract a significant influx of tourism to the City of Dover and surrounding area because the Sports Complex itself will be designated as a Regional Site, by Nationally known organizations such as **Perfect Game**, **Blue Chips** and **Evoshield**, to name a few. With the backing of these organizations, our Complex will have the opportunity to attract the top Baseball and Softball Amateur Programs on the Eastern Seaboard throughout the season, which will in turn attract top college recruiters and pro scouts to this area.
- ❖ Will afford local student athletes exposure and opportunity for a college education that they may not otherwise have.
- ❖ The Hotel/Restaurant development will provide close and local service to the multiple businesses currently located in the area.

Site Development Benefits:

- ❖ The development intends to carry the costs associated with extending the existing Sewer Service along the Spaulding Turnpike to service these new business opportunities, as well as the Sports Complex.
- ❖ The development intends to carry the costs associated with extending Water, Power and other Utilities and Services from the Littleworth Road end of the development to serve both the Sports Complex as well as the new Business/Commercial development ventures.
- ❖ The development intends to carry the costs of road improvements within the site throughout the development.

Summary Statement:

The City's 14-acre parcel located along the Spaulding Turnpike for the reasons mentioned is a desirable piece of this development. The City's land along with the adjoining parcels, combine to allow a development plan that provides an exciting opportunity for a mixed use development combining Recreation and Business opportunities.

We recognize that the City's parcel of land currently falls in an Industrial Zone, while other portions of our proposed development fall within the R-20 Residential Zone. Another advantage to our Development Proposal would effectively remove up to 60 plus acres of land out of the R-Zone and set it for an Industrial Zone.

As new business/industrial development is attracted the opportunity for tax revenue is realized **without any increase in cost burden on the City in the way of education or educational infrastructure**, as our proposed development and use will take a large tract of potential housing development land out of the mix where it is currently zoned for residential development.

SPORTS COMPLEX FACILITY PROPOSED DEVELOPMENT

❖ Roads, Parking, Infrastructure:

- Extend existing Sewer & Water Utilities onto the site to service the proposed development
- Extend existing electrical and communication onto the site to service the proposed development
- Extend natural gas lines onto the site from across Littleworth Road to service the proposed development
- Build access roads and parking to standards to support the proposed development
- Build ON & OFF ramps from the south bound lane of Route 16 to service and support the proposed development

❖ 2,000 Fixed Seat Baseball Stadium

- Field Turf Baseball Field Playing Surface
- Full Concessions
- 2 Team Clubhouses & Locker Rooms
- Executive Office Suites
- Full Service Sit Down Restaurant
- Berm Style Field Seating

❖ 5 Full Size Baseball Fields/Athletic Playing Surfaces

- Up to 8 Baseball Fields (our concept plan currently calls for 5)
 - 3 field "clover leaf" style layout of baseball fields
 - 2 additional baseball fields
 - Synthetic Field Turf Playing Surfaces
 - Fields will accommodate High School Baseball Diamond
 - 2 Softball size diamonds
 - Soccer, Field Hockey & Lacrosse size playing surface

❖ 24'x24' (approx. dim.) Observation Building

- Men's & Women's Toilet Facilities
- Concessions
- Field Storage/Field Office
- 2nd & 3rd floor observation/scouting decks

❖ 1- 90,000 SF Training Field with Seasonal Domed Canopy

- Synthetic Field Turf Playing Surface

❖ 1-15,000 SF Baseball Training Facility Building

- Concrete & Steel constructed structure
- Metal Siding & Roofing
- Synthetic Field Turf Interior Training Surfaces
- Batting and Pitching Lanes
- Men's & Women's Toilet Facilities
- Retail Desk/Executive Offices

❖ Commercial PAD Site Construction

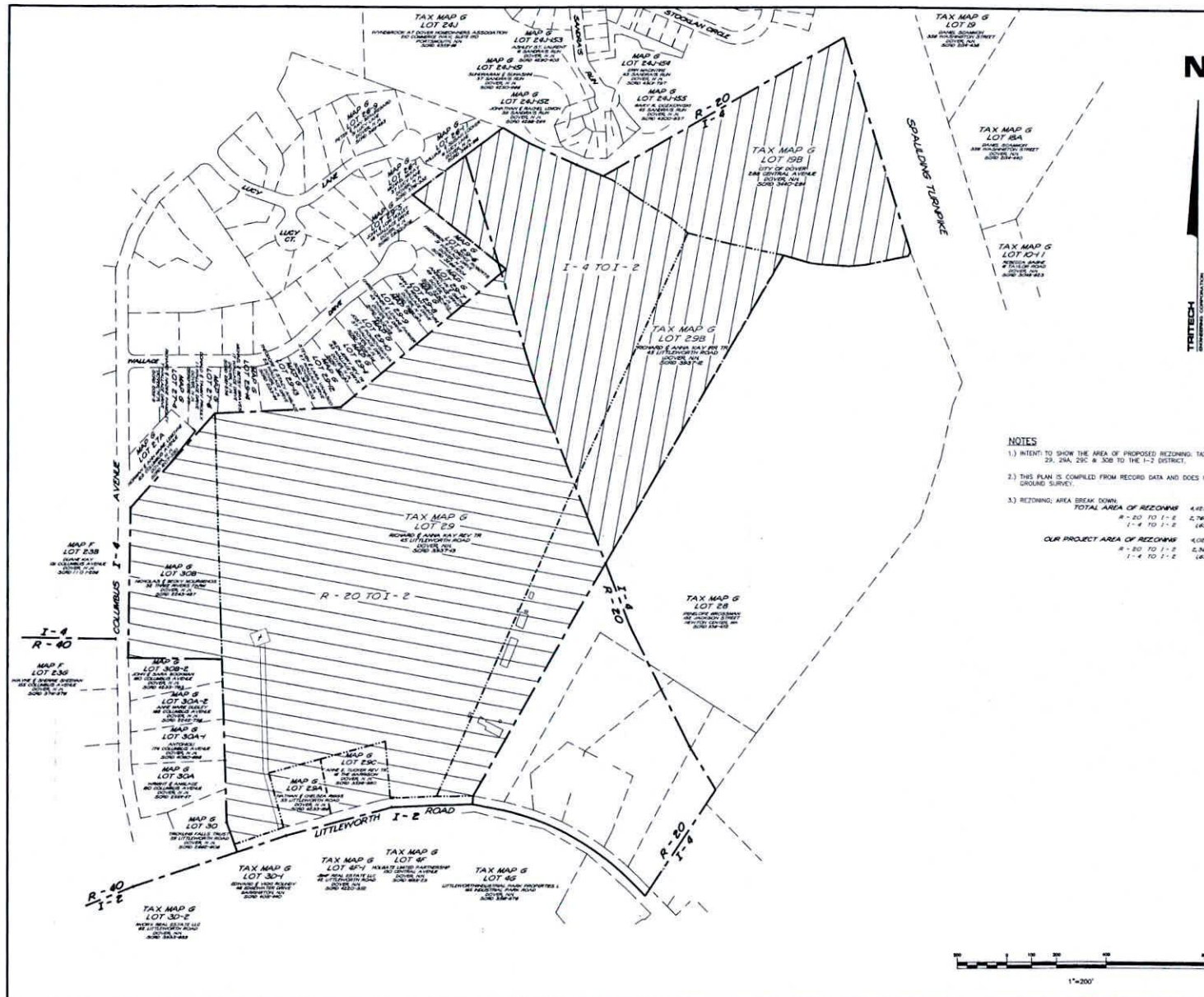
- Restaurant Activity
- Hotel Activity
- Convenience Store Activity
- Associated Parking Areas

❖ Walking Path and Park Development

- Walking/Hiking Paths
- Park & Picnic Areas and associated Landscaping

55 Calef Highway, Suite 2 Barrington, NH 03825

603-610-1784 Tel 603-766-0726 Fax



NOTES

1. INTENT TO SHOW THE AREA OF PROPOSED REZONING, TAX MAP G LOTS 19B, 29A, 29C & 30B TO THE I-2 DISTRICT.
2. THIS PLAN IS COMPILED FROM RECORD DATA AND DOES NOT REPRESENT AN ON THE GROUND SURVEY.
3. REZONING: AREA BECOMES:

TOTAL AREA OF REZONING	4,952.027 SQFT - 0.14 ACRES
R-20 TO I-2	2,749.027 SQFT - 0.08 ACRES
I-4 TO I-2	1,603.000 SQFT - 0.05 ACRES
OUR PROJECT AREA OF REZONING	4,096.027 SQFT - 0.12 ACRES
R-20 TO I-2	2,749.027 SQFT - 0.08 ACRES
I-4 TO I-2	1,603.000 SQFT - 0.05 ACRES

TRITECH

ENGINEERING CORPORATION

700 CAPITAL AVENUE
DOVER, NEW HAMPSHIRE 03801
TELEPHONE 603-748-8127
FAX 603-748-3800

REVISIONS
DATE: DESCRIPTION:

PROPOSED REZONING PLAN
**DOVER TAX MAP G LOTS
19B, 29A, 29C, 29B, 29C & 30B**
LITTLEWORTH ROAD, COLUMBUS AVENUE
AND THE SPALDING TURNPIKE
DOVER, NEW HAMPSHIRE
STAFFORD COUNTY
JANUARY 12, 2017 JOB NO. 16150
SCALE: 1" = 200'

SHEET NO.

PR21



USA Training Centers
117 Gosling Rd
Newington, NH 03801
Phone: 603-431-6700
Fax: 603-431-3351
www.usatrainingcenters.com



www.usamavs.com
www.seacoastmavericks.com

January 12, 2016

VIA HAND DELIVERY

Kirt Schuman, Chairman
Dover Planning Board
City of Dover
288 Central Avenue
Dover, NH 03820

RE: Littleworth Road Zoning Amendment

RECEIVED
Planning Office

JAN 12 2017

Dear Chairman Schuman:

Dover, New Hampshire

We are pleased to present the enclosed Conceptual Master Plan in support of the zoning amendment application submitted by Richard and Anna Kay for properties located on or around Littleworth Road. The enclosed plan has been prepared on behalf of USA Training Centers, and is a conceptual rendering of the proposed use USA Training Centers envisions for a portion of the properties subject to the zoning amendment.

As you may recall, the zoning amendment application was considered by the Dover Planning Board at its December 13, 2016 meeting. At that meeting, USA Training Centers presented a "bubble" plan, which depicts areas of development proposed by USA Training Centers. As stated at the meeting, and within the rezoning amendment application, USA Training Centers intends to develop a safe, state of the art, baseball/softball and sports facility comprised of outdoor multi-purpose playing fields, and an indoor training facility, along with complimentary commercial uses such as hotels, a restaurant and other commercial uses. The bubble plan was presented as a preliminary vision of the development. At the last meeting we were requested, and agreed, to refine the proposal as to the USA Training Centers development. The plan provided herein represents those efforts.

As you may recall, we indicated to the Planning Board and the residents in attendance, that USA Training Centers wants to develop an overall facility that is feasible in terms of the objectives of USA Training Centers, but also respectful of the existing and surrounding residential uses. With that concept in mind, USA Training Centers has refined its preliminary conceptual design in a manner that results in a significant woodland buffer to the existing residential uses. USA Training Centers is willing to work with the City in order that these woodland buffers are placed in a perpetual conservation easement. In addition, in refining the conceptual design, one proposed outdoor playing field has been eliminated, and the indoor training facility has been moved away from the existing residential uses, and now abuts other industrial land. Further, the outdoor Mavericks Ballfield that will support fixed seating and concessions has been designed to be as close to the Spaulding Turnpike as possible, with a proposed hotel adjacent to this field to further serve as a buffer between the Mavericks Ballfield and the existing residential uses.

We believe the enclosed plan better defines the context the actual size of the proposed Mavericks Ballfield, which has otherwise been referred to as the "stadium." The Mavericks Ballfield will be utilized for sporting events and other family and civic oriented events that require fixed seating. The amount of seating is intended to be approximately 1,500 fixed and bleacher style seats. This amount of seating is understood to be far less than that provided for at Dunaway Field at the Dover High School.

As the Conceptual Master Plan depicts, the proposed development will offer an access point to land that is already zoned industrial. We expect, by providing the access point, that when the adjacent industrial parcels are developed, those uses can utilize the access point provided, thus reducing the need for additional industrial access points along Littleworth Road. The use of this access point for other industrial uses would not be possible through the existing residential zone. As a non-residential use, the Planning Board will, through its site plan review process, be in a position to control the traffic flow, as opposed to an unrestricted flow of traffic, should a residential use be developed.

As the development has evolved, USA Training Centers has reached out to Dover High School in order to extend the free use of the Mavericks Ballfield for all home games for both the Dover High School Varsity and Junior Varsity teams. In addition, other sports organizations have expressed an interest in utilizing the playing fields for a fee for sports such as softball, soccer and lacrosse.

The above described local civic and sporting uses are consistent with the overall vision USA Training Centers has for this development. These uses of the proposed facilities will enhance the reputation of Dover as a regional destination location. The facilities will provide increased tax revenue, provide new jobs without being a burden to the City's existing infrastructure or school budget, and will fuel youth and family tourist growth within a safe and fun environment, all located close to the interchange of the Spaulding Turnpike.

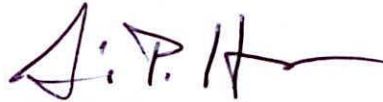
To the extent that the property is re-zoned, USA Training Centers is committed to proceeding with a site plan that will be thoroughly vetted by the City's Technical Review Committee and the Dover Planning Board. As you know, these reviews will study issues that

include civil design, dark star compliant lighting, wetland consideration, buffering to residential uses, noise and traffic. Throughout the process, USA Training Centers will continue to meet with and consider the concerns of the surrounding residential abutters.

We look forward to answering any questions that may arise regarding the plan of development intended by USA Training Centers at the January 24, 2017 public hearing regarding the zoning amendment application.

Sincerely,

USA Training Centers

A handwritten signature in dark ink, appearing to read 'D. P. Hoyt', with a long horizontal flourish extending to the right.

David Hoyt, Owner

Enclosure

cc: Christopher G. Parker, AICP, Assistant City Manager,
Director of Planning and Strategic Initiatives

Richard and Anna Kay
Bruton & Berube, PLLC
Tri-Tech Engineering Corporation



CONCEPTUAL MASTER PLAN

TRITECH
ENGINEERING CORPORATION

REVISIONS DATE:	DESCRIPTION:	

LITTLEWORTH ROAD
DOVER, NEW HAMPSHIRE
JANUARY 12, 2016
JOB No. 16150
SCALE: 1" = 200'

C-1

SHEET NO.

755 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03820
TELEPHONE 603 742 8107
FAX 603 742 9830



- ▶ PROPOSED CHANGE .. 1
- ▶ AT A GLANCE..... 1
- ▶ PURPOSE STATEMENT 2
- ▶ STORM WATER 2
- ▶ CONCEPTS..... 3
- ▶ DIMENSIONAL REGS.... 4
- ▶ ALLOWED USES 5
- ▶ ENVIRONMENTAL 7
- ▶ INFRASTRUCURE..... 7
- ▶ BIG PICTURE..... 8

City of Dover Department of Planning and Community Development

Rezoning Analysis

PROPOSED REZONING OF ASSESSORS MAP G
LOTS 19-B, 29, 29-A, 29-B, 29-C, 30-B.

Proposed

Background

In November of 2016, Planning staff received a citizen petition from USA Training and Richard and Anna Kay requesting that the City rezone 63.5 Acres from R-20 (low density residential) to I-2 (Rural Restricted Industrial), and 38.1 Acres from I-4 (Office and Assembly) to I-2 (Rural Restricted Industrial).

Area Description

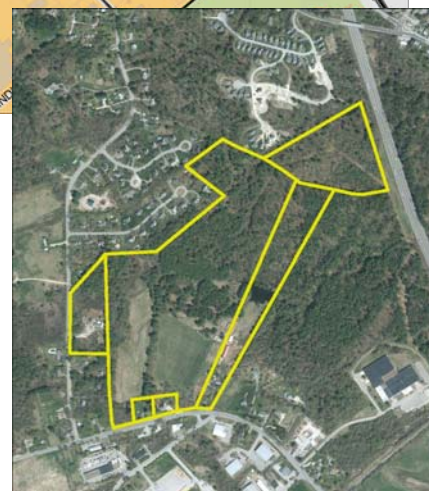
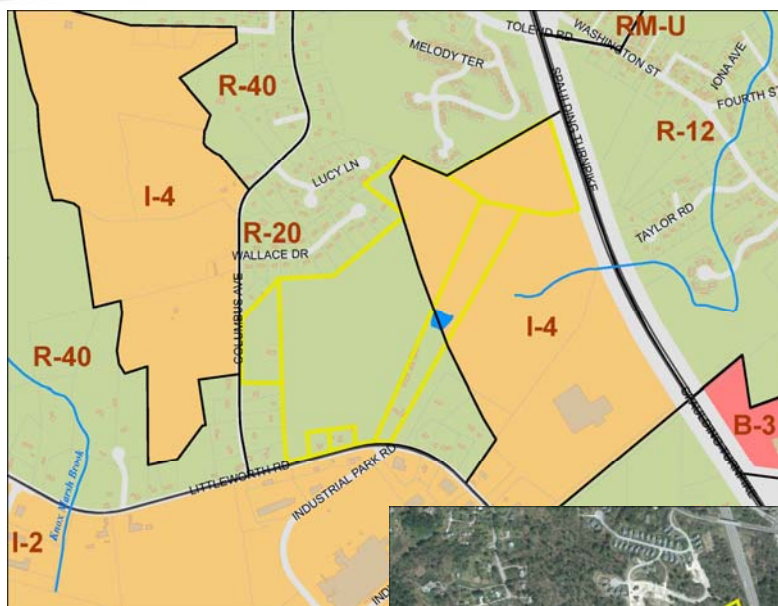
Map G, Lots 19-B, 29, 29-A, 29-B, 29-C, 30-B, contain 101.6 acres of land located between Tolend Road and the Spaulding Turnpike. The area abuts residential neighborhoods off Columbus Avenue and Tolend Road. The surrounding area is a mixture of zoning, with Industrial (I-2 and I-4) along Littleworth Road, and the westerly side of Columbus Avenue. The easterly side of Columbus Avenue is zoned R-20. The area is adjacent to the Crosby Road, Industrial Park Drive industrial land as well as Cambridge Tool and other land within the Office and Assembly (I-4) zone. The area is a mixture of fields and woods. There are topographic changes as one goes northeast towards the Spaulding Turnpike. The property has wetlands along the northerly

portion abutting Wallace Drive and the Wynbrook subdivision.

Amendment

Currently, the boundary between the R-20 and I-2 districts runs along the centerline of Littleworth Road. Furthermore, the boundary between the R-20 and I-4 runs 1,500 feet off the Spaulding Turnpike, shown above.

The proposed change relocates this boundary to include the 101 acres within the I-2 district. This new boundary would be at the northerly property boundaries. It would exchange 63.5 acres between residential and non-residentially zoned land.



AT A GLANCE:

Total Acreage (Land Use):	^{1,2}
Citywide:	15,557
Residential:	8,000
Non-Residential:	3,636
Rezoning Area:	101
Current Unit in area #:	2

Potential Unit # (No zone change):	102
Commercial Development potential	400,000 sf
Public Road Potential? (Y/N):	Y
Open Space Subdivision? (Y/N):	Y
Water (Y/N):	Y
Sewer (Y/N):	Y

Purpose Statements

Purpose statements for each zoning district assist planners and property owners in understanding the spirit and intent of the specific zone. This ensures more efficient and clear use of property.

Low Density Residential (R-20):

The purpose of this residential district is to provide for conventional single-family neighborhoods on lots not less than twenty thousand (20,000) square feet. The homes in this district are likely served by municipal sewer and water, but there are some areas that still have on-site septic systems and wells. These districts are located near major roadways. The development of parcels with at least fifteen (15) acres can be done as open space subdivisions. Agriculture and farming are promoted in this district. Some non-residential uses that are compatible with single-family homes are permitted, including churches, elementary schools, high schools and Child Care Facilities.

Assembly and Office (I-4):

The purpose of this industrial district is to provide appropriate locations for manufacturing, assembly, fabrication, packaging, distribution, laboratory, testing facility, warehousing, wholesaling, publishing and shipping activities that expand the economic base of the city and provide employment opportunities. These areas are located along major collector roads away from the downtown area. The newest industrial park developed by the city is located in this district. The minimum lot size in this district is five acres, which encourages larger industrial users.

Rural Restricted Industrial (I-2):

The purpose of this industrial district is to provide appropriate locations for manufacturing, assembly, fabrication, packaging, distribution, storage, warehousing, wholesaling and shipping activities that expand the economic base of the city and provide employment opportunities. This area is the location of one of the first industrial parks in the city, located off Littleworth Road and Knox Marsh Road in a more rural area. The smaller minimum LOT size of twenty thousand (20,000) square feet also encourages business uses such as publishing, hotels, vehicle refueling/recharging stations, restaurants, car sales, offices, and personal services.

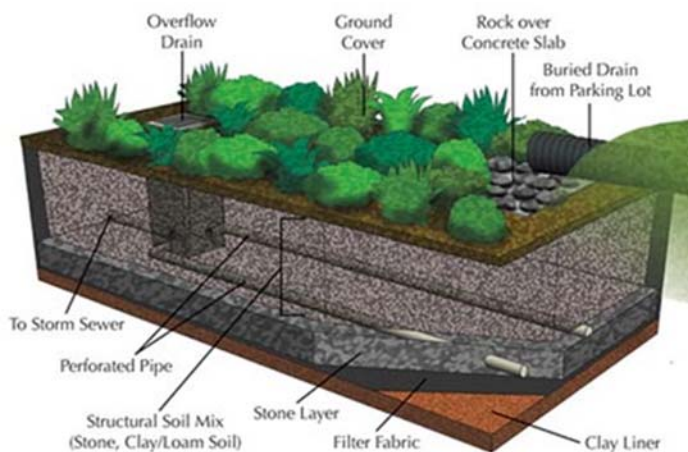
Mitigating Abutter Impact

Dover's zoning and site regulations are sensitive to impacts on residential abutters from commercial development. Examples of protections include, retention of existing trees as a landscape buffer between projects, extensive landscaping and lighting requirements, and requirements that loading facilities, parking and accessory elements be screened and away from abutters. These protections are only regulated for non-residentially zoned property, and not residential, per site plan approval.

During development review, the context of all projects is reviewed, to ensure that impacts are analyzed and mitigated on a site by site basis, understanding that each project and parcel is unique.



Stormwater Management



Dover leads the state with recently amended regulations related to Stormwater Management, within our Site Plan Regulations. The effects of development whether residential, parking lots, or commercial all impact stormwater management. The regulations manage stormwater runoff, protect water quality and quantity, minimize the contribution of a pollutant for which a water body is impaired to the maximum extent practicable, cause no discharge of runoff to an adjacent property in excess of runoff discharge in the existing developed or undeveloped condition, and encourage the use of low impact development strategies.

For new development, runoff of impervious surfaces, total suspended solids, pollutants, infiltration, water table, and plantings are all considered and regulated. The minimum protections and management standards require that all development comply with EPA Phase II stormwater rules and the City's MS4 permit. Existing waters are to be protected by buffers, with best management practices in place, such as low impact development strategies, reduced use of salt and other winter maintenance items, so that no discharge of pollutants to receiving waters is possible. To prevent issues such as pollutants entering the water system, flooding, and more, new developments must go through the City's stormwater regulations.

Development Concept Scenarios^{1,2,4}

Existing Residential/Industrial:

Description



A residential development, similar in style, and layout to that of the Wynbrook subdivision, would be realistic (both are within the R-20 district). Wynbrook encompasses 57 acres, the R-20 land is 63.72 new homes is realistic. A residential developer would seek a variance to allow the 24 remaining Kay acres to be used for residential development. This could bring the unit count to 100 new single family homes, with public roads, off Littleworth Road and Columbus Ave. Similar to Wynbrook homes, the average assessed value of the homes is estimated at \$310,825**.

The remaining I-4 land would be developed similar to Stonewall Kitchen, an 80,000 square foot facility. An approximate assessed value would be \$4,000,000.

Tax Impact

Dover's estimated tax rate is \$26.29. This provides tax revenue of approximately \$8,171 per house. This revenue is applied to the City, School, State School and County taxes. A typical single family home in Dover provides 0.5 students into the public school system. The cost to educate a child is approximately \$15,000.

4 new 1,000 foot public roads would be constructed. There would be cost for maintaining and plowing this roadway and providing other

services.

The manufacturing use would provide tax revenue of approximately \$105,160. In addition the buildings provide approximately 16 jobs to the local economy.

Traffic Impact

The Institute of Transportation Engineers identifies that 1 PM Peak hour vehicle trip per unit is generated for a single family home, resulting in 100 new trips, in the evening.

The manufacturing facility would generate 0.73 PM Peak hour vehicle trips per 1,000 sf of space. This results in 58 vehicle trips per building, in the evening. Trip generation would be more isolated due to shifts and variables such as flextime.

Abutter Impact

As this would be a major subdivision, it would be required to set aside open space, and have a 50 foot no cut buffer along the perimeter. Street trees would be required.

There is no restriction on lighting or placement of sheds/garages, other than 10 feet off a property line.

The manufacturing facility would provide 33% of the parcel as landscaped and open. A 75' setback is required from property lines.

** Lucy Ln/Ct avg is \$343,952 |Wallace is \$347,330

Proposed Rezoning:

Description

A commercial recreation complex is proposed. This would consist of four practice facilities, a 1,500 seat ball park, two hotels, a 60,000 sf indoor facility, a restaurant, and an additional commercial pad. Researching similar complexes and uses, within the City of Dover (Hotels and Restaurants) and similar sized communities, at full build out, the site could have an assessed value of \$20,000,000.

Tax Impact

Dover's estimated tax rate is \$26.29. This provides tax revenue of approximately \$525,800. The complex would provide 100 jobs to the local economy. In addition, the tourism draw this project would have could replicate the tourism draw of the Dover Arena and Outdoor pool, which bring in \$300,000 in tourism dollars each event.

Traffic Impact

The Institute of Transportation Engineers identifies that the hotels generate 0.6 PM Peak hour vehicle trips per unit. The multi-purpose facility generates 5.77 per acre. A sit

down restaurant generates 11.15 trips per 1,000 sf. The concept shows 200 hotel rooms, 4,500 sf of restaurant and there is approximately 11 acres of recreational area. This results in 120 vehicle trips for the hotel, at full occupancy, 50 trips for the restaurant and 63 vehicle trips for the recreational uses, in the evening. Trip generation would be more isolated for the tournaments and other activities where an attendee stayed at a hotel, ate at the restaurant and attended a baseball event.

Abutter Impact

Through the site plan review process, the facility would be required to contain light to the project area, conduct a sound analysis, and mitigate noise through hours of operation or methods. Regulations require that non-residential uses protect against negative impact on residential abutters.



The businesses would have typical hours of operation. Loading facilities, parking and accessory elements would be screened and located away from abutters.

Dimensional Review³

	Rural Residential (R-20)	Open Space Subdivision	Rural Restricted Industrial (I-2)	Notes
LOT				
Minimum LOT Size	20,000 sf	12,000 sf	20,000 sf	R-20 excludes wetlands
Maximum Lot Coverage	30%	10%	50%	R-20 excludes driveway
Minimum Frontage	125 ft	30 ft	100 ft	
PRINCIPAL BUILDING				
Front Setback	20 –35 ft	15 ft	50 ft	R-20 is Build to Line
Abut a Street Setback	20 –35 ft	15 ft	35 ft	R-20 is Build to Line
Side Setback	20 ft	15 ft	10 ft	
Rear Setback	30 ft	15 ft	10 ft	
Distance to existing structures	N/A	75 ft	N/A	
OUTBUILDING/ACCESSORY USE				
Front Setback	35 ft max	35 ft max	35 ft	
Abut a Street Setback	35 ft max	35 ft max	35 ft	
Side Setback	10 ft	10 ft	10 ft	
Rear Setback	10 ft	10 ft	10 ft	
HEIGHT OF BUILDING				
Principal Building	35 ft max	35 ft max	50 ft max	
Outbuilding	35 ft max	35 ft max	40 ft max	

	Office/Assembly (1-4)		Rural Restricted Industrial (I-2)	Notes
LOT				
Minimum LOT Size	5 Acres		20,000 sf	
Maximum Lot Coverage	33%		50%	
Minimum Frontage	400 ft		100 ft	
PRINCIPAL BUILDING				
Front Setback	75 ft		50 ft	
Abut a Street Setback	75 ft		35 ft	
Side Setback	75 ft		10 ft	
Rear Setback	75 ft		10 ft	
Distance to existing structures	N/A		N/A	I-4 buffer does not apply here.
OUTBUILDING/ACCESSORY USE				
Front Setback	75 ft		35 ft	In I-4, parking setback is 25 ft
Abut a Street Setback	75 ft		35 ft	
Side Setback	10 ft		10 ft	
Rear Setback	10 ft		10 ft	
HEIGHT OF BUILDING				
Principal Building	40 ft max		50 ft max	
Outbuilding	55 ft max		40 ft max	

Allowed Uses³

Rural Residential (R-20)

- ACCESSORY DWELLING UNIT
- ADULT DAY CARE ^
- ASSEMBLY HALL
- Bank ^
- Beauty and Barber Shop ^
- BED and BREAKFAST
- CHILD CARE HOME
- CONSERVATION LOT
- Dwelling, 2 Family ^
- Dwelling, 3 To 4 family ^
- DWELLING, SINGLE FAMILY
- EDUCATIONAL INSTITUTION, K-12
- FARM ANIMALS FOR FAMILY USE, for non-commercial purposes, on lots containing a one or two family dwelling*
- PUBLIC RECREATION
- ROADSIDE FARM STAND*
- Theater ^
- Veterinary Office, Animal Hospital or KENNEL*

- CHILD CARE FACILITY
- FARM *
- OFFICE ^
- PERSONAL SVC ESTAB ^
- Public Utility*
- Retail Sale of Agricultural or Farm Products Raised on Site

- Clinic
- COMMERCIAL PARKING FACILITY
- COMMERCIAL RECREATION
- Eating and Drinking Establishment*
- EDUCATIONAL INSTITUTION, POST-SECONDARY
- Establishments for the manufacture assembly*
- Fuel, Oil, or Gas Storage
- Helicopter Take Offs & Landings*
- HOTEL/MOTEL
- Industry
- LIGHT INDUSTRY
- Liquor Store
- New Car Sales
- Open Storage*
- PUBLISHING FACILITY
- Trucking Terminal
- WAREHOUSING
- WHOLESALING

Rural Restricted Industrial (I-2)

Common

Rural Residential (R-20)

Uses Permitted by Special Exception*

- ASSISTED LIVING FACILITY
- CONGREGATE CARE FACILITY
- CONTINUING CARE COMMUNITY FACILITY
- EDUCATIONAL INSTITUTION, POST SECONDARY
- ELDERLY ASSISTED CARE HOME
- Helicopter Take Offs & Landings
- NURSING HOME

Rural Restricted Industrial (I-2)

Uses Permitted by Special Exception

- AUTO SERVICE
- VEHICLE REFUELING AND RECHARGING STATION

Rural Restricted Industrial (I-2)

Uses Permitted by Conditional Use

- Alternative Treatment Center
- SELF-SERVICE STORAGE FACILITY*

^ Allowed if Subdivision is greater than 50 acres

* see zoning tables for footnotes.

WORDS IN ALL CAPS are defined in ordinance

Allowed Uses³

Office and Assembly (I-4)

- Computer and data processing
- EXCAVATION
- Laboratories and testing facilities
- Veterinary Office, Animal Hospital or Kennel*

- CHILD CARE FACILITY
- Establishments for the manufacture assembly*
- FARM *
- Helicopter Take Offs/Landing *
- OFFICE
- Public Utility*
- PUBLISHING FACILITY
- Retail Sale of Agricultural or Farm Products Raised on Site
- WAREHOUSING
- WHOLESALING

- Clinic
- COMMERCIAL PARKING FACILITY
- COMMERCIAL RECREATION
- Eating and Drinking Establishment*
- EDUCATIONAL INSTITUTION, POST-SECONDARY
- Fuel, Oil, or Gas Storage
- HOTEL/MOTEL
- Industry
- LIGHT INDUSTRY
- Liquor Store
- New Car Sales
- Open Storage*
- Trucking Terminal

Rural Restricted Industrial (I-2)

Common

Office and Assembly (I-4) Uses Permitted by Conditional Use

- SELF-SERVICE STORAGE FACILITY*

Rural Restricted Industrial (I-2) Uses Permitted by Special Exception

- AUTO SERVICE
- VEHICLE REFUELING AND RECHARGING STATION

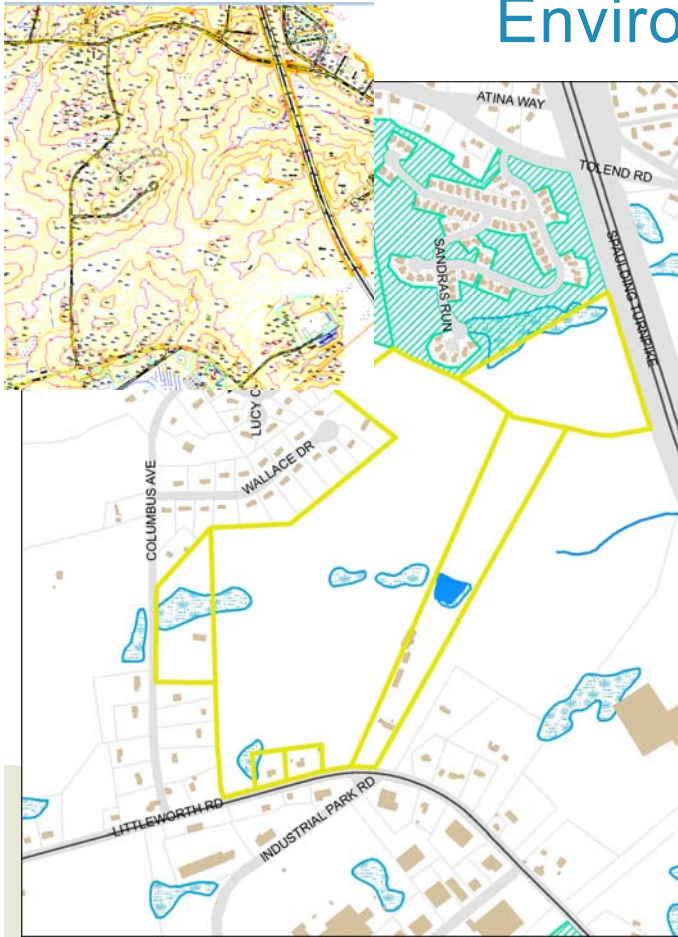
Rural Restricted Industrial (I-2) Uses Permitted by Conditional Use

- Alternative Treatment Center
- SELF-SERVICE STORAGE FACILITY*

* see zoning tables for footnotes.

WORDS IN ALL CAPS are defined in ordinance

Environmental Review²



Introduction

Prior to any development of a site, the developer would be required to review and document environmental and topographic constraints that exist on the parcel. This concept review was completed using the City's Geographic Information System Data.

Property Description

The main portion of the 101 acre area is roughly arranged in a rectangular shape. As the crow flies from Littleworth Rd to the City parcel, it is 3,600'. From Columbus Ave to the farm pond is 1,200'. The area is wooded with fields, used by cows today with two homes along Littleworth Road. It has access from both Littleworth Road and Columbus Avenue.

Wetlands/Soils

The area appears to have a few

swaths of wetlands contained within it. The primary area is south of the Wallace Drive subdivision, with another area south of the Wynbrook subdivision. This is consistent with soils found on adjacent parcels. Staff believes that the area of wetlands is under represented on the adjacent image.

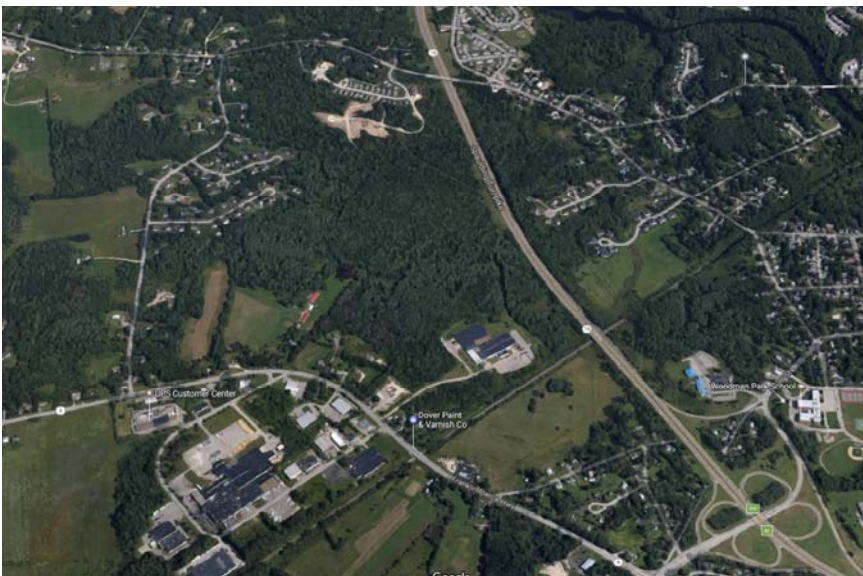
Floodplain Development

There appear to be no major flooding concerns for the area. A review of the FEMA mapping for the area, indicates that the property is 3,000' from the Cochecho River.

Topography

The area is 140' above sea level at Littleworth Road. Wallace Drive is at elevation of 150'. There are hills and valleys within the area. Along the Spaulding Turnpike the elevation is 100', level with the turnpike.

Transportation and Infrastructure²



parcel lies along NH Route 9, and is within approximately a mile of NH Route 16, accessible by Exit 8. The State of NH replaced the bridge over the rail line. It and other infrastructure along Littleworth Road can accommodate multiple modes of transit, including truck traffic and mass transit.

Access is also possible from Columbus Avenue and would be reviewed for proper traffic impacts and mitigation.

any improvements necessary to the road network, especially any intersections with Littleworth Road.

Utilities—Public

A 8" municipal water line, in need of upgrade, is located in Littleworth Road with an additional 12" line in Columbus Avenue. Sanitary sewer is located within the subject parcel in the City's property and runs along the Spaulding Turnpike. The land is vacant, so no tie ins are present.

Utilities—Private

Eversource provides electric power to the parcel via service off Littleworth Road and Columbus Avenue. Natural Gas and Telecommunications lines are located within the ROW of Littleworth Road.

Introduction

When reviewing the appropriateness of developing a parcel, transportation and utility infrastructure are reviewed to under-

stand development costs.

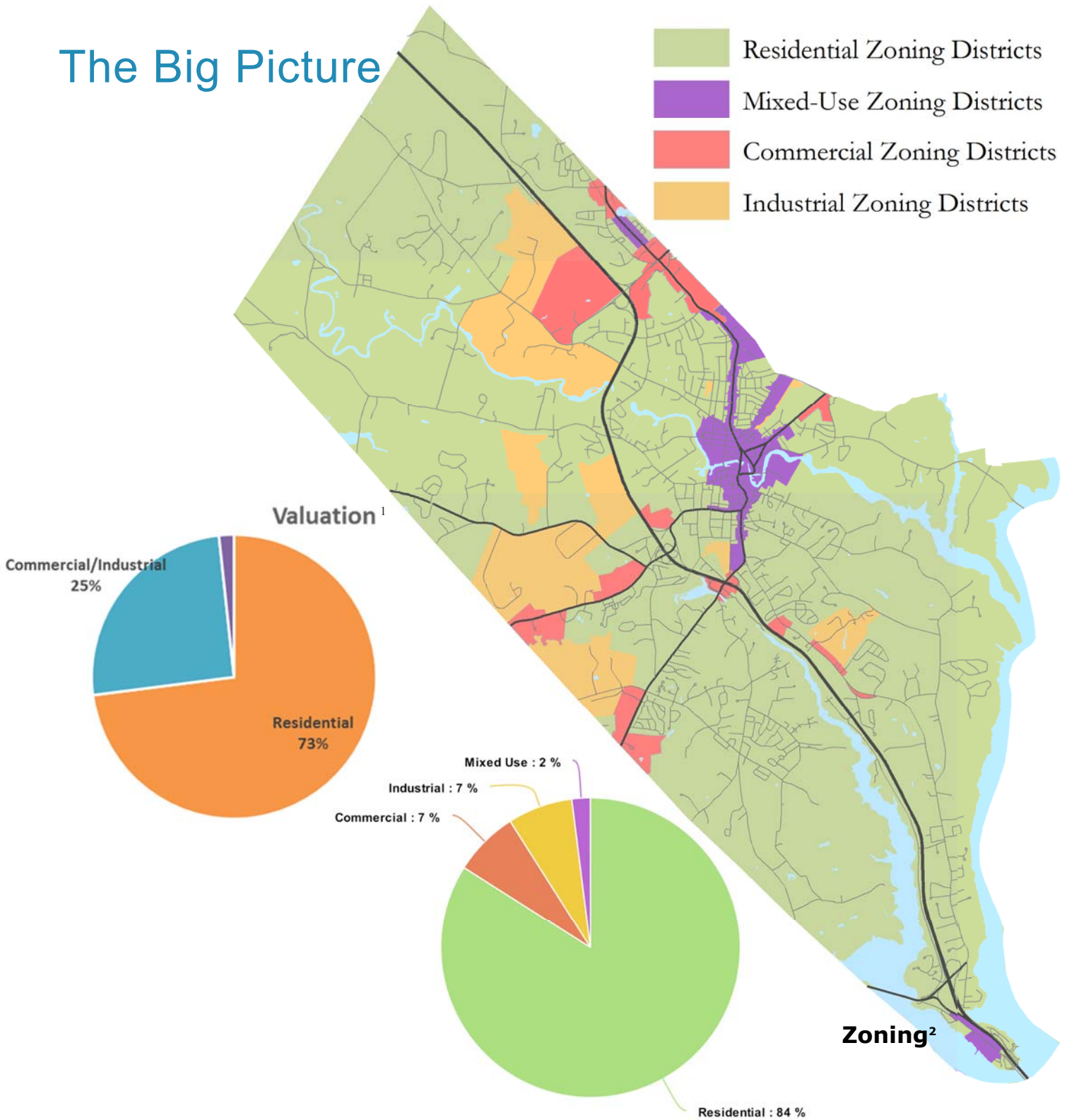
Transportation Network

As seen above, the subject

tion.

Any development of the proposed area would include a traffic analysis, which would look, amongst other things, at

The Big Picture



City Council Goal and Objective:

In Dover, a new City Council will meet and create goals for its term.

The 2016—2017 Council goals include the following:

“Goal: Implement Long-Term Economic Development

Strategic Objective 3: Identify and rezone appropriate property parcels to spur/enhance commercial development to further balance the commercial-to-residential ratio by five percent in 10 years (measured annually)”

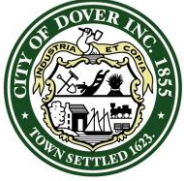
Sources

1 = Tax Assessment Data

2 = Planning Department Land Use Data/Analysis

3 = Chapter 170, Zoning, of the City Code

4 = School District Enrollment Data and FY17 Budget



CITY OF DOVER

PLANNING BOARD - STAFF MEMO FILE #P16-36

Application Type:	Citizen Petition for Rezoning
Applicant(s):	USA Training Centers and Richard & Anna Kay
Owner(s):	Multiple (See attached application)
Location:	Littleworth Road, Tolend Road & Columbus Ave (Assessor's Map G, Lots 19-B, 29, 29-A, 29-B, 29-C, 30-B)
Meeting Date:	January 24, 2017

INTENT: A request by a citizen proposes to rezone six (6) parcels that total approximately 106.45 acres from Assembly and Office (I-4) and Low-Density Residential (R-20) to Rural Restricted Industrial (I-2).

LOTS/UNITS PROPOSED: None at this time

AGENDA ITEM #: 4-B

ACREAGE: 106.45 acres

ZONING DISTRICT: Assembly and Office (I-4) and Low-Density Residential (R-20)

EXISTING LAND USE: Residential and Agriculture

PROPOSED LAND USE: Commercial Recreation

SURROUNDING LAND USE: Residential, Industrial, and vacant

ZBA ACTION: None granted

ATTACHMENTS: Application, plan, narrative, rezoning analysis and abutter emails from December 14 to January 18.

APPLICATION IS COMPLETE: Yes

NOTICES SENT: Abutter notices sent via first class mail for this meeting

PERMITS REQUIRED: N/A

WAIVERS REQUESTED: N/A

Summary of Request and Background

The applicant appeared before the Board on December 13. The Board voted to post the amendment and hold a public hearing. While abutters took the opportunity to speak at the Citizen's Forum as part of the December 13th meeting, this is the first public hearing for this application.

The applicant is requesting to rezone six parcels on Littleworth Road, Tolend Road and Columbus Ave Assembly and Office (I-4) and Low-Density Residential (R-20) to Rural Restricted Industrial (I-2).

The process for handling the petitioned amendment is outlined in Chapter 170-53-C-3.

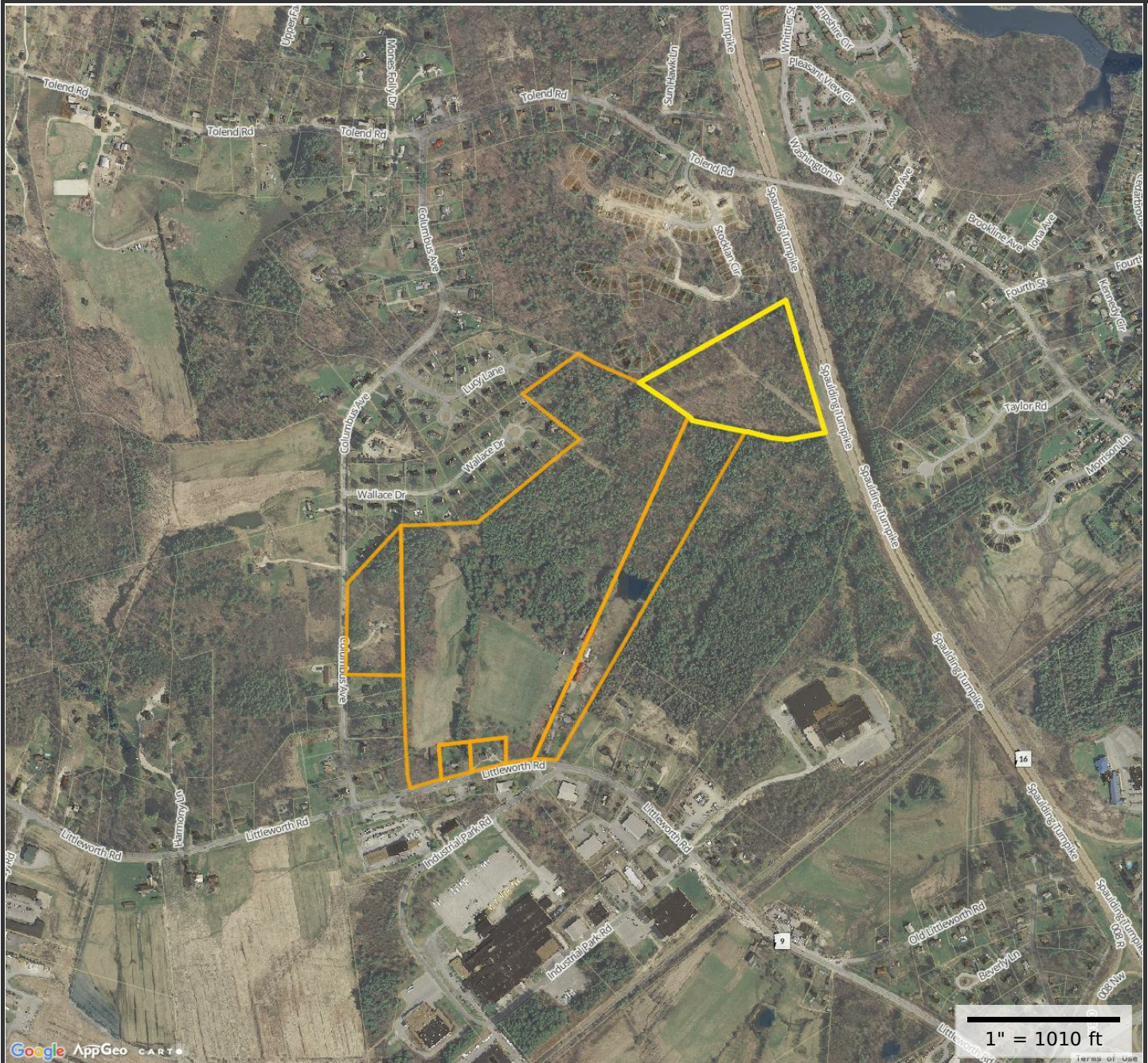
Staff has put together a rezoning report for the Board to help present the information. This report is also available online in the meeting materials.

After tonight's public hearing the Board may schedule a second public hearing or go ahead and vote whether they recommend this zoning change to the City Council or not.

STAFF RECOMMENDATION:

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

Littleworth Road, Tolend Road, Columbus Avenue

**Property Information**

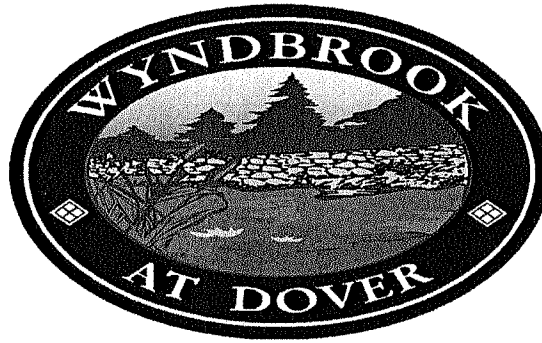
Property ID G0019-B00000
Location TOLEND RD
Owner CITY OF DOVER



**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 12/07/2016



February 27, 2017

Christopher G. Parker, AICP
Assistant City Manager
Director of Planning and Strategic Initiatives
City of Dover, New Hampshire
288 Central Avenue
Dover, NH 03820

RE: Wyndbrook at Dover HOA Protest Petition, dated, February 14, 2017

Dear Mr. Parker,

I am writing to you today in regards to an email that was exchanged between you and Mr. Roger Sevigny, Board President of Wyndbrook at Dover, HOA, on February 22, 2017. Board President, Roger Sevigny, followed the HOA bylaws and has the authority to act on behalf of Wyndbrook at Dover, HOA, signing the petition of protest. The petition was in response to the action of the Board of Directors providing each homeowner with a feedback survey dated February 2, 2017. The survey helped determine a course of action that the Board of Directors would take in order to represent the majority of the Wyndbrook homeowners.

Sincerely,

Marc Ouellette
Secretary, Wyndbrook at Dover HOA

02/28/2017
Exeter, NH
Signed before me



Christopher G. Parker, AICP
Assistant City Manager
Director of Planning and Strategic Initiatives
City of Dover, NH
288 Central Avenue
Dover, NH 03820

RECEIVED
Planning Office
FEB 14 2017
Dover, New Hampshire

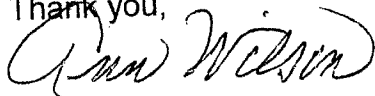

February 14, 2017

Dear Mr. Parker,

Attached is the Protest Petition with a copy of the City of Dover's Parcel Map for Property ID G0024-J00000 for Wyndbrook at Dover Homeowner's Association Plot Plan showing the total Acreage of 38.74. This particular land parcel has enough land by itself to achieve the necessary 20% to meet the requirements of a Protest Petition. I have also included a copy of the Residential Property Record Card for the Wyndbrook HOA. The Map and Parcel number matches the tax card and the land acreage also matches. The petition is signed by the President of the Wyndbrook HOA, Roger Sevigny to be used for the upcoming City Council meeting on March 8, 2017.

Please validate this petition and notify both Ted Anglace and myself via email that this petition meets all the requirements of a protest petition as soon as possible using our email addresses you have on file.

Thank you,



Ann Wilson
15 Sandra's Run in Wyndbrook at Dover
Dover, NH

Residential Property Record Card - Dover, New Hampshire

Class: E Use: 911 Card 1 of 1

Property Location:

Toland Rd

Parcel ID: G0024-J00000

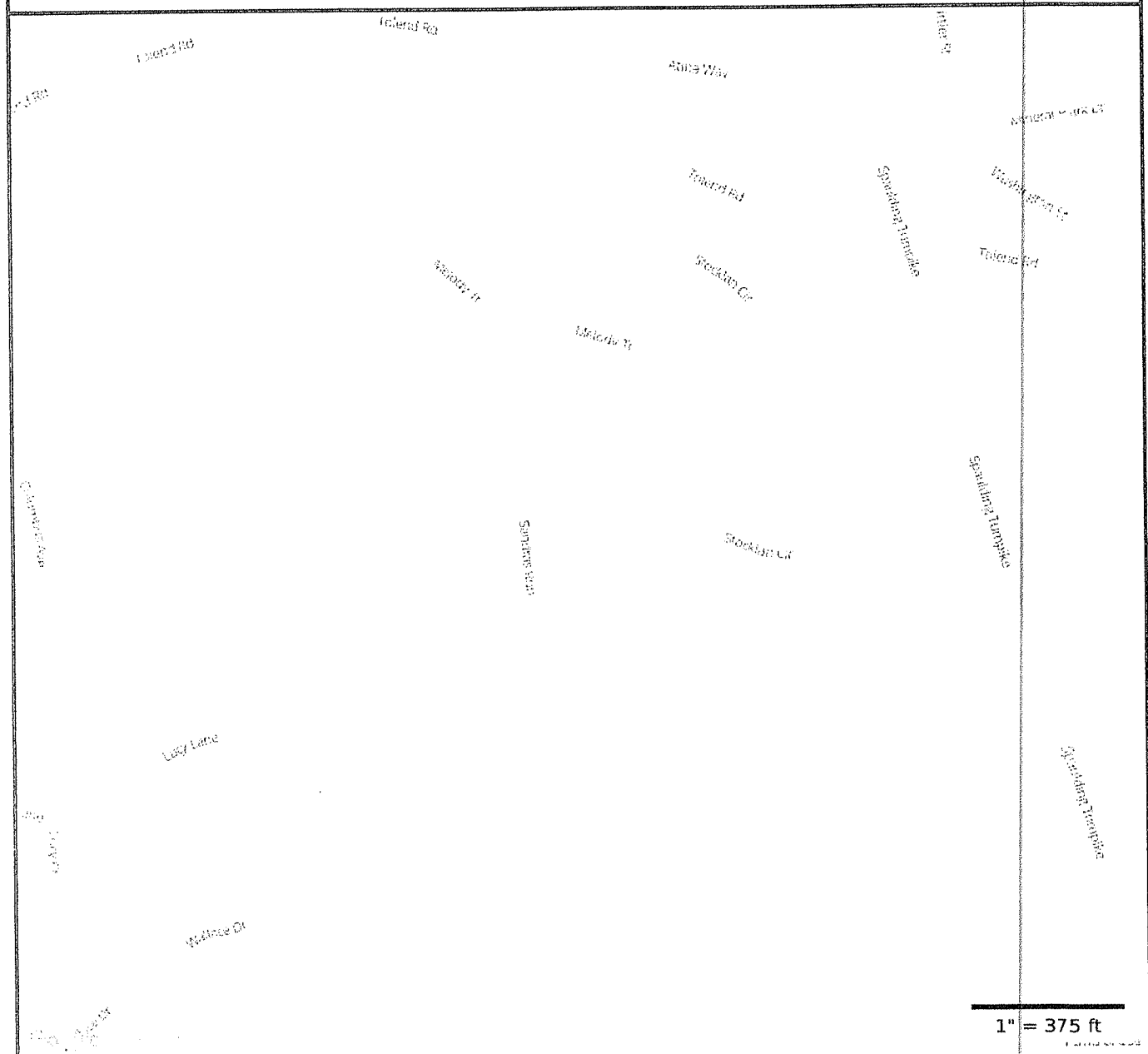
Map Block No. G-24-J-0

Dwelling Information	
Style:	
Condo Style:	
Exterior Walls:	None
Story Height:	0.0
Attic:	
Interior/Exterior:	
Basement:	
Bsmt Garage:	0
Rec Room size:	0
FBLA size:	0
Unfinished Area:	0
WB Fireplace:	Stacks 0 Openings 0
MTL Fireplace:	Stacks 0 Openings 0
Heating Type:	
Fuel:	
Heating System:	
Year Built:	0
Eff. Yr Built:	0
Ground Flr Area:	0
Tot Living Area:	0
Basement Area:	0
Grade:	
Condition:	
CDU:	
Building Notes:	
Rooms: Low 1st 2nd 3rd Tot	
Bedrooms:	0 0 0 0 0
Full Baths:	0 0 0 0 0
Half Baths:	0 0 0 0 0
Add'l Fixtures:	0 0 0 0 0

Replacement Costs	
Base Price:	0
Additions:	0
Unfinished Area:	0
Basement:	0
Attic:	0
Plumbing:	0
Heating A/C Adj.:	0
FBLA:	0
Rec Room:	0
Fire Place:	0
Basement Garage:	0
Exterior Trim:	0
Subtotal:	0
Grade Factor:	0.00
C & D Factor:	0.00
Total RCN:	0
Percent Good:	0.00
Eco Depr:	0
Func Depr:	0
Under Constn %:	0
Market Adj.:	0.00
Total RCNLD:	0
Addition Information	
Low 1st 2nd 3rd Area	Points

Descriptor/Area

Wyndbrook



Property Information

Property ID G0024-J00000
Location TOLEND RD
Owner WYNDBROOK AT DOVER
HOMEOWNERS ASSOCIATIO



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 01/11/2017
Properties updated 02/13/2017

Zoning Protest Petition Pursuant to RSA 675:5

We, the undersigned landowners in the City of Dover, owning at least 20% of the land within 100 feet of the proposed zoning boundary adjustment, do hereby object to the zoning amendment described below and respectfully petition that a two-thirds vote of the City Council be required to enact the proposed amendment. The proposed amendment to the zoning ordinance was recommended by the Planning Board for City Council ratification at its January 24, 2017 meeting, and had a first reading by the City Council on February 8, 2017. The proposal is to:

“Amend Chapter 170 of the Code of the City of Dover, entitled Zoning, by rezoning three (3) parcels of land from residential to industrial, one (1) parcel of land from one form of industrial to another form of industrial, and portions of two (2) parcels of land, which are zoned both residential and industrial, to industrial.”

The area in question encompasses Map G lots 19-B, 29, 29-A, 29-B, 29-C and 30B.

Signature	Name	Mailing	Street	Parcel ID	Ac
	Duane Kay	131 Columbus Ave	131 Columbus Ave	F0023-B00000	33.89
	Sherri and Wayne Sheehan	155 Columbus Ave	155 Columbus Ave	F0023-G00000	2.09
	Vicki and Edward Roundy	48 Edgewater Dr Barrington	52 Littleworth Rd	G0003-D00001	0.77
	iWorx Real Estate Inc	62 Littleworth Rd	62 Littleworth Rd	G0003-D00002	0.98
	Holgate Limited Partnership	130 Central Ave	136 Industrial Park Rd	G0004-F00000	0.79
	JBMF Real Estate	42 Littleworth Rd	42 Littleworth Rd	G0004-F00001	0.38
	Littleworth/Industrial Park Properties LLC	165 Industrial Park Rd	165 Industrial Park Rd	G0004-G00000	1.57
<i>ROGER SEUICNY</i>	Wyndbrook at Dover HOA	PO BOX 1685	Open space off Tolend Rd	G0024-J00000	38.74
<i>Raf</i>	Hari Hara Sundraram and Suhashni Devasenathypathy	37 Sandra's Run	37 Sandra's Run	G0024-J00151	0.17
	Jonathan and Rachel Lemon	39 Sandra's Run	39 Sandra's Run	G0024-J00152	0.18
	Ashley St Laurent	41 Sandra's Run	41 Sandra's Run	G0024-J00153	0.18
	Erin McIntire	43 Sandra's Run	43 Sandra's Run	G0024-J00154	0.20
	Gary Oczkowski	45 Sandra's Run	45 Sandra's Run	G0024-J00155	0.19
	Carolyn Foster	28 Stocklan Cir	28 Stocklan Cir	G0024-J00166	0.20
	Peter and Amy Beauregard	33 Lucy Ln	33 Lucy Ln	G0026-009000	0.48
	Michael McKay	37 Lucy Ln	37 Lucy Ln	G0026-010000	0.48
	Susan and William Looker	41 Lucy Ln	41 Lucy Ln	G0026-011000	0.82
	Erol and Jennifer Moe	40 Lucy Ln	40 Lucy Ln	G0026-012000	0.69
	Richard and Nadine Wamsley	7 Wallace Dr	7 Wallace Dr	G0027-004000	0.55
	Donald and Tammy Proulx	11 Wallace Dr	11 Wallace Dr	G0027-006000	0.66

Zoning Protest Petition Pursuant to RSA 675:5

Signature	Name	Mailing	Street	Parcel ID	Ac
	Evan and Samantha Myers	128 Columbus Ave	128 Columbus Ave	G0027-A00000	1.08
	Penelope Grossman	132 Jackson St Newton Ma	Vacant off Littleworth Rd	G0028-000000	40.30
	John and Lori Nollet	48 Wallace Dr	48 Wallace Dr	G0029-005000	0.69
	Frederick Roberts and Florence Cordes-Roberts	51 Wallace Dr	51 Wallace Dr	G0029-006000	1.33
	Gregory Andrecyk and Joan Smith	49 Wallace Dr	49 Wallace Dr	G0029-007000	0.75
	John and Megan McIntyre	47 Wallace Dr	47 Wallace Dr	G0029-008000	0.73
	Christopher and Leanne Parker	43 Wallace Dr	43 Wallace Dr	G0029-009000	0.85
	Jerry Jost and Irina Pokrovskaya	37 Wallace Dr	37 Wallace Dr	G0029-010000	0.86
	Glen C Jerry Revocable Trust	33 Wallace Dr	33 Wallace Dr	G0029-011000	0.89
	Steve and Lara Vanasco	27 Wallace Dr	27 Wallace Dr	G0029-012000	0.92
	Theodore and Stacy Anglace	23 Wallace Dr	23 Wallace Dr	G0029-013000	0.80
	Michael and Betsy Graves	17 Wallace Dr	17 Wallace Dr	G0029-014000	0.68
	Trickling Falls Trust	59 Littleworth Rd	59 Littleworth Rd	G0030-000000	1.00
	Jeremy Wright and Staci Stanley	180 Columbus Ave	180 Columbus Ave	G0030-A00000	1.48
	Katherine and Ryan Antonioli	174 Columbus Ave	174 Columbus Ave	G0030-A00001	1.30
	Anne Dudley	168 Columbus Ave	168 Columbus Ave	G0030-A00002	1.21
	Sara and John Bockman	160 Columbus Ave	160 Columbus Ave	G0030-B00002	1.14



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2017.02.08 - 010**

Resolution Re: Reprogram Unexpended CIP Appropriations and Award of
B17021 Richardson Drive Reconstruction Project

WHEREAS: A Sealed Request for Bid B17021 was issued and received for the Richardson Drive Reconstruction Project on January 17, 2017 at 2:00pm. A mandatory pre-bid meeting was conducted on December 19, 2016 at 10:00am with fifteen firms attending, along with representatives from the New Hampshire Department of Environmental Services (NHDES); and

WHEREAS: Eight replies were received and evaluated by city personnel and city hired Engineering Consultant. The low bid and offer deemed most advantageous to the City was submitted by John H. Lyman of Gilford NH for a base bid amount of \$2,205,811.00 and Alt bid amounts totaling \$265,550 for total of \$2,471,361.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following available CIP unexpended appropriations are hereby reprogrammed from completed Sewer, Water, and Public Works projects to the Richardson Drive Reconstruction project for corresponding components of the project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
SEWER PORTION:				
5320.1.300.43250.4757.04549.09	Sewer - Oak Hill/Redden	993.94	(993.94)	0.00
5320.1.300.43250.4757.04549.10	Sewer - Oak Hill/Redden City Wide Sewer Main	276,609.58	(276,609.58)	0.00
5320.1.300.43250.4757.04554.15	Replacement City Wide Sewer Main	47,799.50	(47,799.50)	0.00
5320.1.300.43250.4757.04554.16	Replacement City Wide Sewer Main	150,000.00	(150,000.00)	0.00
5320.1.300.43250.4757.04530.17	Replacement	91,000.00	(42,012.95)	48,987.05
5320.1.300.43250.4757.04558.09	Sewer Main - Richardson Drive	0.00	993.94	993.94
5320.1.300.43250.4757.04558.10	Sewer Main - Richardson Drive	0.00	276,609.58	276,609.58
5320.1.300.43250.4757.04558.15	Sewer Main - Richardson Drive	0.00	47,799.50	47,799.50
5320.1.300.43250.4757.04558.16	Sewer Main - Richardson Drive	0.00	150,000.00	150,000.00
5320.1.300.43250.4757.04558.17	Sewer Main - Richardson Drive	0.00	42,012.95	42,012.95
	Total Available Funding	566,403.02	0.00	566,403.02
WATER PORTION:				
5300.1.300.43320.4757.03536.13	Water Main - Sixth Street	89,649.72	(89,649.72)	0.00
5300.1.300.43320.4757.03589.17	Water Main - Piscataqua/Drew Rd	2,200,000.00	(228,049.21)	1,971,950.79
5300.1.300.43320.4757.03590.13	Water Main - Richardson Drive	0.00	89,649.72	89,649.72
5300.1.300.43320.4757.03590.17	Water Main - Richardson Drive	0.00	228,049.21	228,049.21
	Total Available Funding	2,289,649.72	0.00	2,289,649.72



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2017.02.08 - 010**

Resolution Re: Reprogram Unexpended CIP Appropriations and Award of
B17021 Richardson Drive Reconstruction Project

STREET/DRAINAGE PORTION:

4009.1.300.43112.4715.03105.09	Retaining Wall - Henry Law Park	150,000.00	(150,000.00)	0.00
4014.1.300.43121.4751.03142.14	Tolend Road Reconstruction	611,757.42	(118,328.73)	493,428.69
4010.1.300.43121.4751.03175.10	Silver Street Reconstruction	135,683.80	(135,683.80)	0.00
4015.1.300.43121.4751.03175.15	Silver Street Reconstruction	61,673.99	(61,673.99)	0.00
4009.1.300.43121.4751.03164.09	Richardson Drive Reconstruction	0.00	150,000.00	150,000.00
4014.1.300.43121.4751.03164.14	Richardson Drive Reconstruction	0.00	118,328.73	118,328.73
4010.1.300.43121.4751.03164.10	Richardson Drive Reconstruction	0.00	135,683.80	135,683.80
4015.1.300.43121.4751.03164.15	Richardson Drive Reconstruction	0.00	61,673.99	61,673.99
Total Available Funding		959,115.21	0.00	959,115.21

AND, FURTHER BE IT RESOLVED:

The Purchasing Agent is hereby authorized to issue a Purchase Order to John H. Lyman of Gilford NH for the reconstruction of Richardson Drive at rates provided in B17021. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
4016.1.300.43121.4751.03164.16	Streets Richardson Dr	550,000.00	428,332.88
4009.1.300.43121.4751.03164.09	Streets Richardson Dr	150,000.00	150,000.00
4010.1.300.43121.4751.03164.10	Streets Richardson Dr	135,683.80	135,683.80
4014.1.300.43121.4751.03164.14	Streets Richardson Dr	118,328.73	118,328.73
4015.1.300.43121.4751.03164.15	Streets Richardson Dr	61,673.99	61,673.99
5320.1.300.43250.4757.04558.09	Sewer Richardson Dr	993.94	993.94
5320.1.300.43250.4757.04558.10	Sewer Richardson Dr	276,609.58	276,609.58
5320.1.300.43250.4757.04558.15	Sewer Richardson Dr	47,799.50	47,799.50
5320.1.300.43250.4757.04558.16	Sewer Richardson Dr	700,000.00	636,750.00
5320.1.300.43250.4757.04558.17	Sewer Richardson Dr	42,012.95	42,012.95
5300.1.300.43320.4757.03590.13	Water Richardson Dr	89,649.72	89,649.72
5300.1.300.43320.4757.03590.17	Water Richardson Dr	268,049.21	268,049.21

AND, FURTHER BE IT RESOLVED:

The Purchasing Agent is hereby authorized to issue a Purchase Order to John H. Lyman of Gilford NH in the amount of \$265,550 for alt 1 and alt 2 of the bid response for the connection of residents of Richardson Drive to the newly installed water and sewer infrastructure at rates provided in B17021. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendor, consistent with the Purchase Order authorized herein.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2017.02.08 - 010**

Resolution Re: Reprogram Unexpended CIP Appropriations and Award of
B17021 Richardson Drive Reconstruction Project

The amount of this authorization shall be limited so as not to exceed the alt bid amounts.
Said amounts to be reimbursed to City of Dover by Richardson Drive property owners.

NOTE: This resolution reprograms unexpended CIP appropriations financed through bond proceeds and Sewer Fund capital reserve and therefore in accordance with City Charter C6-6 requires a duly advertised public hearing, a 2/3 favorable vote of all members for passage, and the vote deferred until at least three (3) days after the public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date: 02/08/2017

Public Hearing Date: 02/22/2017

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#: 12.C.1.

Resolution Number: **R – 2017.02.08 - 010**

Resolution Re: Reprogram Unexpended CIP Appropriations and Award of
B17021 Richardson Drive Reconstruction Project

RESOLUTION BACKGROUND MATERIAL:

The Dover City Council approved appropriations for these various CIP projects in the CIPs for Fiscal Years 2009 through 2017.

The Oak Hill/Redden Sewer project (FY09 and FY10 CIP) is completed, leaving unexpended bond proceeds available to be reprogrammed to the Sewer portion of the Richardson Drive project. The amounts in City Wide General Sewer Main Replacement (FY15, FY16, and FY17 CIP) are available Sewer capital reserve CIP appropriations and are being reprogrammed to the Sewer portion of the Richardson Drive project.

The Sixth Street Water Main project (FY13 CIP) is completed, leaving unexpended bond proceeds available to be reprogrammed to the Water portion of the Richardson Drive project. The amount in Piscataqua/Drew Roads Water Main project (FY17 CIP) is available Water Fund bonding authorization and is being reprogrammed to the Water portion of the Richardson Drive project.

The Tolend Road reconstruction project (FY14 CIP) is completed, leaving unexpended bond proceeds available to be reprogrammed to the Street/Drainage portion of the Richardson Drive project. The amounts in Silver Street reconstruction project (FY10 and FY15 CIP) are available unexpended bond proceeds and are being reprogrammed to the Street/Drainage portion of the Richardson Drive project. The Retaining Wall Henry Law Park project (FY09 CIP) has not been undertaken by the City at this time, however, the City has unexpended bond proceeds for this project. For debt issuance compliance reasons (IRS arbitrage and rebate restrictions) it is in the City's best interest to reprogram these bond proceeds to the Richardson Drive project.

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriations for these various Sewer, Water, and Street/Drainage projects in earlier CIPs. This resolution does not authorize an increase in the indebtedness of the City. The Richardson Drive reconstruction project is an approved CIP project.

Sealed Bids were requested for the construction of: Richardson Drive and Old Stage Road including the installation of 2,950 linear feet of 8-inch sewer main, forty-eight (48) 4-inch sewer services, nineteen (19) sewer manholes, forty-seven (47) 3/4-inch copper water services, 520 linear feet of 8-inch ductile iron water mains, five (5) new hydrants, 1,750 linear feet of 12-inch storm drain pipe, fifteen (15) catch basins, and eight (8) drain manholes. The project also includes the reconstruction of the paved surfaces within the public right of way to remove 14,000 square yards of pavement.

Final award of contract is pending approval by NH DES as they are providing \$1.1MM from the Clean Water State Revolving Fund Program, which includes 5% debt forgiveness for all sewer related work and 20% debt forgiveness for all stormwater improvements.

As part of the request for bid, the City requested costs for the abandonment of individual subsurface disposal system (ALT 1) and installation of individual sewer service line from city ROW up to single residence buildings (ALT 2). Costs came in totaling \$265,550. The City will pay John H Lyman for these services and will set up agreements with individual residents for reimbursement to the City.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2017.02.08 - 010**

Resolution Re: Reprogram Unexpended CIP Appropriations and Award of
B17021 Richardson Drive Reconstruction Project

Bid Information:

A Sealed Request for Bid B17021 was issued and received for the redevelopment of Richardson Dr on January 17, 2017 @ 2:00pm

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	441	Number of Responses:	8
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Award to:	John H. Lyman	Fund:	CIP/NH Loan Fund
Other Approvals Required:	State of NH DES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 requiring Council approval

[B17021 Bid Documents and Vendor Lists](#)



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

RAFFLE* ☒, TAG* ☐, BLOCK PARTY** ☐,

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

Organization Name: GREAT BAY FIGURE SKATING CLUB

Federal Tax ID number for Organization: 22-743-0844

Check (☒) Nature of Organization:

Religious ☐, Educational ☐, Charitable ☐, Civic ☐, Sports ☒, Veterans ☐, Fraternal or Political ☐, Other ☐
(Describe) SKATING LESSONS AND ICE TIME FOR PEOPLE OF ALL AGES

Contact Person: DONNA EASON Day Time Telephone: 603-749-4697

Address: 2 PENNY LN, DOVER, NH 03820 Email djeason@comcast.net

Purpose of Permit: 50/50 RAFFLE AT ANNUAL SPRING ICE SHOW

Date of Event: APRIL 8, 2017 Specific Time: 10:30 AM

Location of Event: DOVER ARENA

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

Prize (s) To Be Awarded: ONE HALF OF MONEY COLLECTED

Cost of Ticket: 4 FOR \$1 / 25 FOR \$5 Date of Drawing: APRIL 8, 2017

Place of Drawing: DOVER ARENA

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: [Signature]

DATE: 2/14/17

PRINTED NAME: DONNA J. EASON
(duly authorized)

Licensing Board Approval [Signature]

Date: 2/29/17



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R - 2017.03.08 – 012**
Resolution Re: B17003 Heating, Ventilation, and Air Conditioning
Equipment Maintenance and Repair Service

WHEREAS: Sealed (RPF) Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am for (HVAC) Heating, Ventilation and Air Conditioning equipment maintenance and repair services for a locked in two-year agreement with the option to renew an additional three, one year terms, at mutually agreed upon rates. The RFP also requested hourly labor rates and parts supply discounts for services and materials outside the scope of work outlined in the proposal as well as costs for automated controls maintenance and upgrades; and

WHEREAS: A prebid meeting was conducted on December 5, 2016 with five vendors attending. One reply was received and evaluated by the committee made up of city personnel; and

WHEREAS: The proposal that the committee deemed most advantageous to the city was submitted by the current vendor Siemens Industry, Inc. The city is requesting approval to award the preventative maintenance portion of the RFP. The School Department is currently in discussions for automation controls of the schools with Siemens and the city will join in that dialog for the city's automation controls.

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 Siemens Industry, Inc of Scarborough ME for HVAC equipment maintenance and repair services at rates provided in conjunction with Bid B17003. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
1000.1.xxxxx.4431.xxxxx.xx.	Various Building Maintenance	232,800.00	89,801.00

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.2.

Resolution Number: **R - 2017.03.08 – 012**
Resolution Re: B17003 Heating, Ventilation, and Air Conditioning
Equipment Maintenance and Repair Service

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 - 2017.03.08 – 012**
Resolution Re: B17003 Heating, Ventilation, and Air Conditioning
Equipment Maintenance and Repair Service

RESOLUTION BACKGROUND MATERIAL:

An inventory list was compiled as a result a request for bid for a consultant to inventory all city HVAC equipment and was used to generate a request for proposal for the maintenance and repair services of the HVAC equipment within the city. The City of Dover has utilized Siemens Building Technologies for its HVAC equipment maintenance and repairs since 1997. During the contract period, Siemens has provided building automation software which the City continues to utilize to this day. This continued use requires software updates, training and maintenance which will be negotiated and added to the agreement at a later date.

Bid Information:

Sealed Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	109	Number of Responses:	1
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2 yrs	Estimated Delivery:	As needed
Recommended Award to:	Siemens Industries 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

[B17003 Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2017.03.08 – 013**
Resolution Re: **B17034 Award of Bid for Construction Equipment Rental**

- WHEREAS: The sealed bid # B17034 was requested and received for Construction Equipment Rental Rates on February 2, 2017 at 11:00 AM EST; and
- WHEREAS: Rental rates will hold for the 2017 construction season and vendors will be utilized on an as needed basis, depending upon their different types of equipment, its availability and the need for timely assistance on various city projects; and
- WHEREAS: The bids meeting specifications were submitted for both different and similar types of construction equipment with varying hourly rates by numerous vendors. The list of vendors is outlined in the background section of this resolution.

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

The purchasing agent is hereby authorized to issue a Purchase order to each of the vendors identified in the background section for Construction Equipment Rental Services, as needed, given the rates provided February 2, 2017 in conjunction with B17034. The amount of this authorization shall be limited so as not to exceed available funding.

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

Financing

Account	Description	Appropriation	Balance
xxxx-x-300-xxxxx-4443-xxxxx-xxx	CS Equipment Rental FY17	100,000.00	22,622.00
xxxx-x-300-xxxxx-4443-xxxxx-xxx	CS Equipment Rental FY18	100,000.00	anticipated

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R - 2017.03.08 – 013**
Resolution Re: **B17034 Award of Bid for Construction Equipment Rental**

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.3.

Resolution Number: **R - 2017.03.08 – 013**
Resolution Re: **B17034 Award of Bid for Construction Equipment Rental**

RESOLUTION BACKGROUND MATERIAL:

Sealed Bid B17034 was solicited for Construction Equipment Rental and received on February 2, 2017. The bids meeting specifications were submitted for both different and similar types of Construction Equipment with varying hourly rates by numerous vendors, as listed below.

SUR Construction, Rochester
Mick Construction, Rollinsford
Bob Sherwood Landscape Co, Dover
Brian Turgeon Excavating, Somersworth
MacKinnon & Sons, Somersworth
EPA Excavation, Barrington

Greatview Landscape, Rochester
Norman R Gagnon, Rollinsford
Dale Sprague, Somersworth
Atlantic Excavating LLC, Dover
ATS Equipment, Candia

Purchasing Information:

A purchase order will be issued “as needed” to the vendors selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	109	Number of Responses:	11
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Dec 31, 2017	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B17034 Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2017.03.08 – 014**

Resolution Re: Yeoman Pump Rotating Assembly – Sole Source Purchase

- WHEREAS: The River Street Pump Station has four pumps with two of the smaller pumps doing the majority of the pumping. These two smaller pumps are due for reconditioning that will take place one at a time; and
- WHEREAS: The city has received a quote for a rotating assembly component from the manufacture of the existing Yeoman Pump in the amount of \$31,250.00.
- WHEREAS: Per Dover Administrative Code Chapter 3 item 3-37 Exemptions to Competitive Bidding Item F: Sole Source purchases where the proposed purchase is manufactured or provided by only one entity.

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 Grundfos Water utility Inc C/O David F. Sullivan & Associates Inc of Seabrook NH for Yeoman rotating assembly in the amount of \$31,250.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4741.00000.95	sewer machinery and equipment	34,678.00	28,609.56
5320.1.300.43250.4741.00000.96	sewer machinery and equipment	54,620.00	54,620.00

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 – 2017.03.08 – 014**

Resolution Re: Yeoman Pump Rotating Assembly – Sole Source Purchase

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 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 – 2017.03.08 – 014**

Resolution Re: Yeoman Pump Rotating Assembly – Sole Source Purchase

RESOLUTION BACKGROUND MATERIAL:

River St Pumps station has four pumps, the two smaller pumps do the majority of the pumping, and the two larger ones are for high flow during wet weather conditions. The two smaller pumps are scheduled for complete rebuild over the next two years. In order to maintain a consistent flow to the WWTP plant, both pumps need to be in operation. This new rotating assembly would give the City of Dover the capability to remove one of the current rotating assemblies and replace it with the new unit. The City will then send the older unit out to be rebuilt, which could take up to eight weeks. Once the City receives the rebuilt pump back, the division would remove the second pump needing rebuilding, and replace it.

At the end of the maintenance activity the city would have an operational pump in stock for when the pumps need rebuilding again.

Bid Information:

Sole Source Item

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:	NA
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until shipped	Estimated Delivery:	18 weeks
Recommended Award to:	Grundfos Water Utility C/O David F. Sullivan & Associates Inc	Fund:	Sewer
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

Quotation 1002499631

Customer Reference 0602023749

Stacey Hager
City of Dover, NH
288 Central Avenue
DOVER NH 03820
USA

Grundfos Water Utility, Inc.
3905 Enterprise Court
Aurora, Illinois
60504
Tel.: 6302365500
Fax.: 5593466820
www.grundfos.us

02/21/17

Reference: 7517006897 / 7517004831 / 7517000102

Dear Stacey Hager

We appreciate the opportunity to provide the following quotation for your consideration.

The equipment offered is based on our interpretation of the information provided in your inquiry. Only the materials detailed in the following quote is being offered.

This offer is based on Grundfos agreed upon Terms and Conditions of sale which is available upon request. Grundfos standard warranty terms will also apply to all goods, unless otherwise noted.

This quotation is valid through 05/31/2017.

Should this quotation become an order, please provide a copy of this quotation or reference quotation number (located at the top of this document).

Please do not hesitate to contact us at 630-236-5500 if we can assist with any of your pumping needs.
Best regards

Steven Keane

+1 630 499 69 19
skeane@grundfos.com

Terms: This quote is subject to our standard terms and conditions which are published at:
<http://us.grundfos.com/navfooter/legal-issues/terms-conditions.html>
Any deviation to these standard terms and conditions MUST be agreed to and authorized in writing.

Quotation 1002499631

City of Dover, NH / 7517006897 / 7517004831 / 7517000102

Position	Product Code	Quantity	Estimated Ship Date	Total Price
10	8415-4BHT RH MS SSWR CD4M IMP Rotating assembly only built as a bolt in component	1	16-18 Weeks	\$31,250.00
SERIES: 6260 MODEL:8415-4BHT TYPE: VERTICAL NON-CLOG PUMP RATED DUTY: 2,750 GPM @ 140' TDH @ 1785 RPM CD4CMCU IMPELLER DIAMETER: 14.00" PAINT: SURFACE PREP: SSPC-SP6 BLAST CLEAN PRIME: (1) COAT TNEMEC SERIES 1 OMNITHANE COLOR: GRAYISH GREEN / 3-5 MILS DFT FINISH: FIELD APPLY BY OTHERS FEATURES: CHESTERTON 442 SC/SC SEAL SPIRAL TRAC BUSHING, RH ROT. A new volute gasket and suction wear ring with mounting hardware will be furnished for field installation by others/ The mechanical seal will not ship installed, it must be field installed to allow for proper impeller adjustment. #4BHT bearing frame built to current upgraded design. Existing volute, suction cover, elbow, pump support, coupling, coupling guard motor and motor mounting components to be reused.				
Total				\$31,250.00

GRUNDFOS WATER UTILITY, INC.
Yeomans Chicago Corporation (YCC)
Yeomans, Morris, Chicago Product Brands
& Grundfos Wastewater Products
3905 Enterprise Court
Aurora, IL 60504

January 19, 2016

David F. Sullivan & Associates, Inc.
19 Batchelder Road, Suite 2B
Seabrook, NH 03874
Phone: 603-474-2484

To whom it may concern:

David F. Sullivan & Associates, Inc. is the sole Authorized Distributor in the Municipal market for Grundfos Chicago (Yeomans Chicago Corporation – YCC) which includes the Yeomans, Morris, Chicago Product Brands and Grundfos Wastewater Products in the following areas:

In the entire state of: **Connecticut, Rhode Island, Massachusetts, Vermont, New Hampshire and Maine.**

Please feel free to contact me with any questions.

Sincerely,



Tim Fortner
District Sales Manager – Water Utility
Grundfos
tfortner@grundfos.com
(610) 297-5412



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2017.03.08 – 015**

Resolution Re: Agreement to Convey Remedial Infrastructure and Equipment

WHEREAS: That pursuant to a Consent Decree between the Work Settling Defendants of the Dover (NH) Municipal Landfill Superfund Site, which includes the City of Dover, in the case of United States of America and State of New Hampshire v. City of Dover, et al, pending in the U.S. District Court for the District of N.H., the Work Settling Defendants purchased and otherwise acquired certain remedial infrastructure and equipment; and

WHEREAS: That the Work Settling Defendants have paid to maintain the remedial infrastructure and equipment; and

WHEREAS: That the Work Settling Defendants wish to transfer ownership of the land fill pump station, sewer force main, and pipe bridge to the City; and

WHEREAS: It would be in the City's interest to accept ownership of said remedial infrastructure and equipment and to keep and maintain the remedial infrastructure and equipment in good working order until it is no longer necessary as the facilities can serve future sewer service needs in the Tolend Road and Glen Hill Road areas as properties are currently served by individual onsite septic systems.

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

That the City agrees to accept ownership of said remedial infrastructure and equipment and to keep and maintain the remedial infrastructure and equipment in good working order until it is no longer necessary. The City Manager is hereby authorized to sign the Agreement to Convey Remedial Infrastructure and Equipment between the Work Settling Defendants of the Dover (NH) Municipal Landfill Superfund Site and the City.

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved as to Legal
Form and Compliance:

Anthony Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.1. Resolution Number: R – 2017.03.08 – 015 Resolution Re: Agreement to Convey Remedial Infrastructure and Equipment	

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:

See Agreement to Convey Remedial Infrastructure and Equipment attached hereto.

**AGREEMENT TO CONVEY
REMEDIAL INFRASTRUCTURE
AND EQUIPMENT**

This Agreement is entered into on the ___ day of February, 2017 between the Work Settling Defendants of the Dover (NH) Municipal Landfill Superfund Site, as identified in the Consent Decree and amendments thereto in UNITED STATES OF AMERICA and STATE OF NEW HAMPSHIRE v. CITY OF DOVER, et al., Case Number 1:92-CV-406-M, pending in the United States District Court for the District of New Hampshire, (the “Work Settling Defendants”) and the City of Dover, New Hampshire (“Dover”) to convey certain remedial infrastructure and equipment as identified in Schedule A hereto from the Work Settling Defendants to Dover.

WHEREAS, the Work Settling Defendants have purchased or otherwise acquired and have paid to maintain the remedial infrastructure and equipment set forth in Schedule A pursuant to their obligations under the above-identified Consent Decrees; and

WHEREAS, the Work Settling Defendants wish to transfer ownership and the responsibility for maintenance of the remedial infrastructure and equipment set forth in Schedule A to Dover.

IT IS NOW THEREFORE AGREED:

1. For good and valuable consideration of ONE DOLLAR (\$1.00), the sufficiency of which is hereby acknowledged, the Work Settling Defendants convey all right, title and interest in the remedial infrastructure and equipment set forth in Schedule A to Dover.

2. Dover agrees to keep and maintain the remedial infrastructure and equipment set forth in Schedule A in good working order for purposes of fulfilling the Parties' obligations in the above-identified Consent Decrees and pay all expenses related thereto.
3. Upon fulfilling the Parties' obligations under the above-identified Consent Decrees or the Parties hereto agree that the equipment and infrastructure is no longer necessary to those obligations, Dover may transfer, convey or otherwise dispose of the remedial infrastructure and equipment as it sees fit.
4. This Agreement is to be construed pursuant to the laws of the State of New Hampshire without regard to conflict of laws principles and is enforceable in the State and Federal Courts of New Hampshire.

Work Settling Defendants

Witness

By:

Its:

City of Dover, New Hampshire

Witness

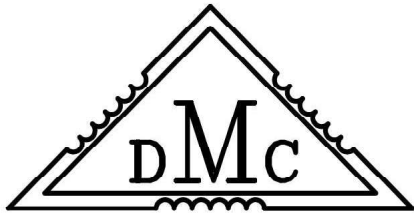
By:

Its:

Authorized by vote of the Dover City Council on _____, 2017.

SCHEDULE A

1. Dover Landfill Groundwater Conveyance System and all structures appurtenant thereto including the pipe bridge over the Cocheco River as identified in the Overall Site Plan attached hereto.
2. Dover Landfill Groundwater Conveyance System Control Panel (Delta Magnetics and Controls, Inc.).
3. Wet well and valve pit for the Dover Pump Station as identified in the elevation view and bill of materials attached hereto.



Delta Magnetics and Controls, Inc.

275 Centre Street, Unit 16

Holbrook, MA 02343

PH: 781-963-2544 Fax: 781-986-7611

**DOVER LANDFILL GROUNDWATER CONVEYANCE SYSTEM CONTROL PANEL
COMPONENTS CUT SHEETS**

SUPPLIED BY DELTA MAGNETICS AND CONTROLS, INC.



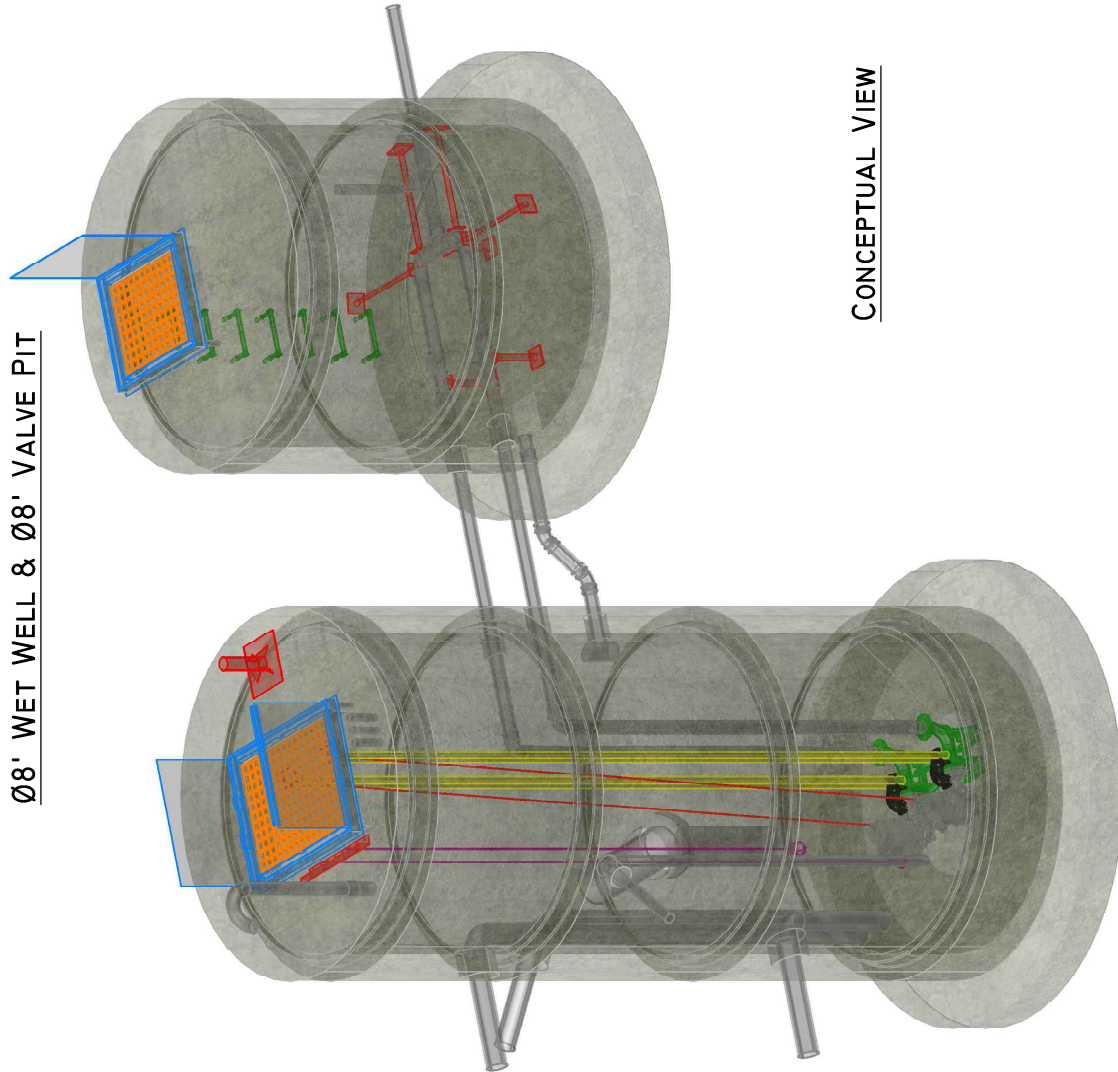


AMERICAN
CONCRETE
INDUSTRIES

MANUFACTURERS OF QUALITY
PRECAST CONCRETE PRODUCTS
1717 STILLMEYER AVE
ALBANY, NY 12209
TEL (207) 927-8334
FAX (207) 927-3580

DOVER PUMP STATION
DOVER, NEW HAMPSHIRE
WRIGHT-PIERCE
SUR CONSTRUCTION INC.
DRAWN BY: D.J.T.
DATE: 4/25/2011
REV: 0.1
DATE: 4/28/2011 BY: D.J.T.

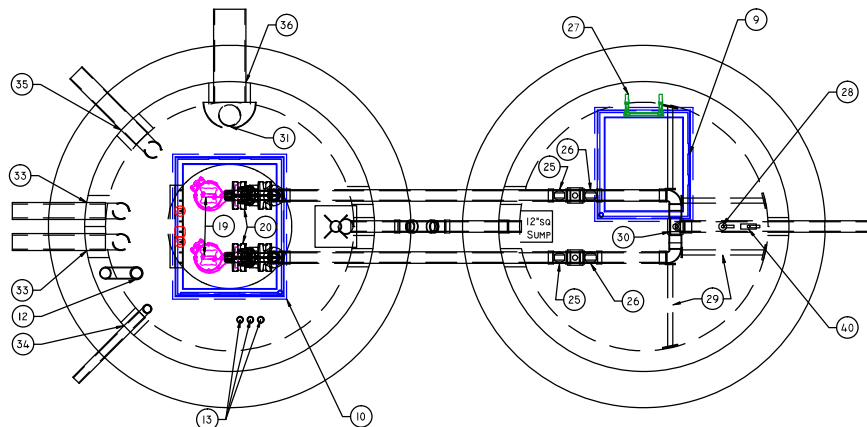
CONCEPTUAL VIEW



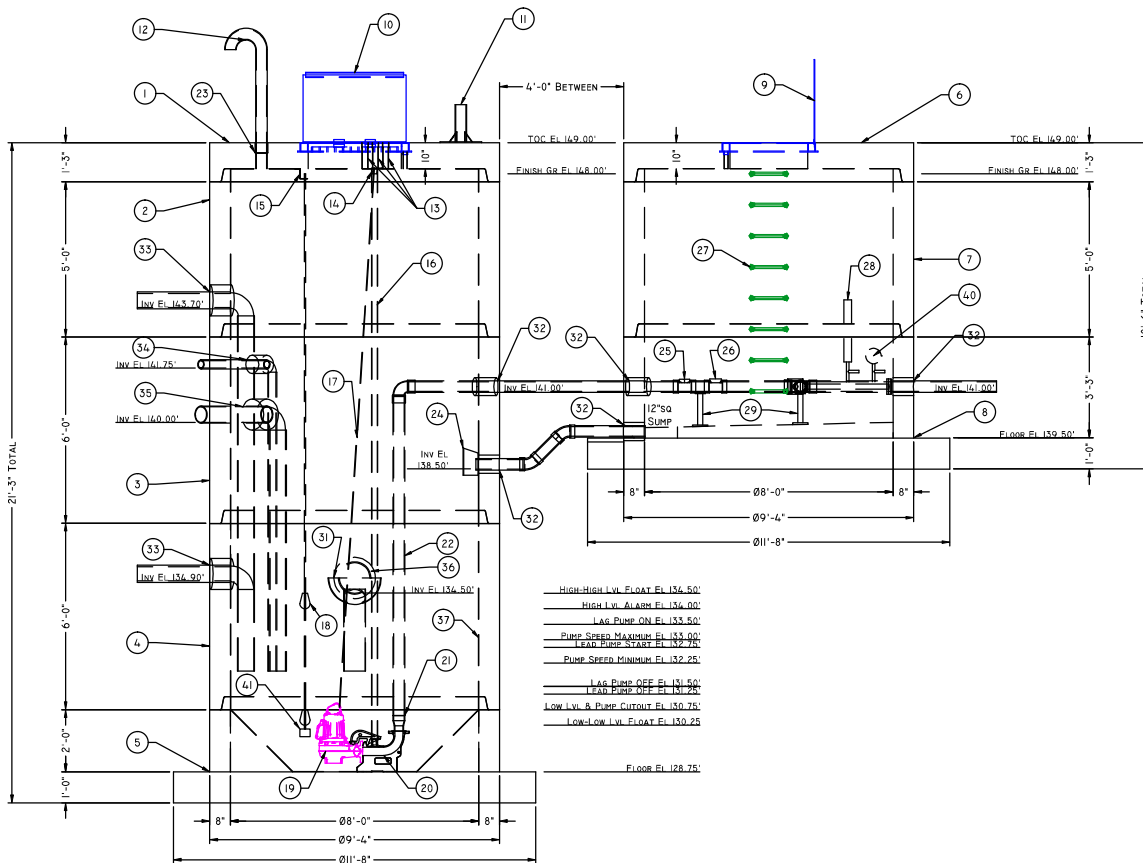
Ø8' WET WELL & Ø8' VALVE PIT

NORTH

Ø8' WET WELL & Ø8' VALVE PIT



PLAN VIEW
SCALE: 1/4" = 1'



ELEVATION VIEW
SCALE: 1/4" = 1'

BILL OF MATERIALS

ITEM	DESCRIPTION	QTY
1	Ø8' CAST FLATTOP WALL WT. -7,650#	1
2	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
3	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
4	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
5	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
6	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
7	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
8	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
9	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
10	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
11	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
12	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
13	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
14	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
15	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
16	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
17	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
18	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
19	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
20	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
21	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
22	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
23	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
24	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
25	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
26	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
27	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
28	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
29	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
30	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
31	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
32	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
33	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
34	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
35	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
36	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
37	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
38	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
39	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
40	Ø8' X 1/2" CAST BARREL WT. -13,500#	1
41	Ø8' X 1/2" CAST BARREL WT. -13,500#	1

NOTES:

- CONCRETE MINIMUM COMPRESSIVE STRENGTH
- SOUPERS & 28 DAYS 60 PER ASTM A615
- EACH JOINT REQUIRES CONCRETE CS-102.8
- EXTERIOR & WIND CONCRETE
- REQUIRED 8" DIA. REINFORCING W/BOOTS AS
- HOPE LINER TO COVER ALL INTERIOR SURFACES
- CRUSHED STONE W/MINIMUM 2000PSI SOIL
- 12" DIA. RIGID CHANNEL LIFTING & BOLT PROTECTS TO
- BE FILLED W/NO-SHRINK GROUT TO PREVENT
- CORROSION INTRUSION

JOB: DOVER PUMP STATION

LOCATION: DOVER, NEW HAMPSHIRE

CLIENT: SUR CONSTRUCTION INC.

ENGINEER: WRIGHT-PIERCE

DRAWN BY: D.J.T. DATE: 4/25/2011

REV: 0.1

DATE: 4/28/2011

BY: D.J.T.

S-1



AMERICAN
CONCRETE
INDUSTRIES

MANUFACTURERS OF QUALITY
PRECAST CONCRETE PRODUCTS

1717 STILLWATER AVE.
TEL: (207) 947-4334
FAX: (207) 947-3580

1025 NORT AVE.
TEL: (207) 758-1388
FAX: (207) 758-4039



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2017.03.08 – 016**

Resolution Re: Disposal of City Owned Real Estate Rescission @ Floral Avenue

- WHEREAS: On December 14, 2016 the City Council approved R-2016.12.14-158 Disposal of City Owned Real Estate @ Floral Avenue Parcel ID 28034-A00000; and
- WHEREAS: The City went out to bid on December 28, 2016 and received three bids on the property; and
- WHEREAS: After planning to recommend acceptance of one of the bids to the City Council, the Purchasing Agent received a bid protest from one of the other bidders; and
- WHEREAS: Following a denial of the bid protest, the City Manager received an appeal of the Purchasing Agent's denial; and
- WHEREAS: Upon receipt of the bids and the bid protest appeal, the City Manager has determined that it is in the best interest of the City, consistent with Dover City Code 79-11 and the bid conditions, to refuse all bids and for the City to retain ownership of the City-owned parcel in question.

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

The City shall refuse all bids for the City-owned parcel of property known as Floral Avenue Parcel ID 28034-A00000 and shall retain the ownership of the Floral Avenue property pursuant to Dover City Code 79-11.

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved as to Legal
Form and Compliance:

Anthony Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2017.03.08 – 016**
Resolution Re: Disposal of City Owned Real Estate Rescission @ Floral Avenue

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:

On December 14, 2016, via resolution R-2016.12.14-158 Disposal of City Owned Real Estate @ Floral Avenue Parcel ID 28034-A00000, the City Council authorized the sale of a parcel of City-owned property per Dover Code 79-11. The City received three bids for the property. Staff originally planned to recommend sale of the parcel to Matthew Hawkins. A bid protest was received from McQuade Realty, Inc. The bid protest was denied by the Purchasing Agent and an appeal was filed. Upon review of the bids, along with a bid protest and appeal, the City Manager recommends refusing all bids and retaining ownership of the parcel in question as permitted under Dover Code 79-11 and the conditions of the request for bids.

B17028	Matthew Hawkins 121 Belknap St Dover NH	Randal G Heller 113 Tolend Rd Barrington NH	McQuade Realty Inc PO Box 1409 Dover NH
bid amount	2,500.00	5,000.00	5,005.00
Deposit	\$250.00 plus \$250 with bid	500.00	500.50
use	combine with existing lot and locate a business	investment property	none listed



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2017.03.08 – 017**
Resolution Re: **Advanced Refunding for City of Dover November 15, 2008 and April 15, 2010 General Obligation Bonds and Authorization to Issue Refunding Bonds**

WHEREAS: The City of Dover issued \$9,970,000 of General Obligation Bonds on November 15, 2008 to finance public improvements and the City of Dover issued \$12,799,000 of General Obligation Bonds on April 15, 2010 to finance public improvements; and

WHEREAS: The City, through financial advisors Public Financial Management, has identified favorable market conditions and estimates that an advanced refunding of the two bonds would result in significant budgetary savings for the City of Dover; and

WHEREAS: The City Council desires to authorize the issuance of refunding bonds for the purpose of refinancing certain outstanding bonds of the City in order to achieve debt service savings on account of previously issued bonds of the City; and

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

In accordance with the City Charter and the New Hampshire Municipal Finance Act (RSA Chapter 33) and any other enabling authority, hereby authorize the issuance and sale of general obligation refunding bonds of the City of Dover in a principal amount not to exceed \$10,000,000 required for the purpose of paying the principal and interest of and any redemption premium on outstanding City of Dover November 15, 2008 and April 15, 2010 General Obligation Bonds in order to achieve debt service savings. The full faith and credit of the City is hereby pledged for the principal and interest on said refunding bonds. The refunding bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the refunding bonds. Any premium received by the City as a result of issuing General Obligation Refunding Bonds will be appropriated to fund the cost of issuance and underwriter fees.

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

The City Manager and City Treasurer, if deemed most advantageous to the City and to achieve savings on cost of issuance, may solicit direct purchase of the General Obligation Refunding Bonds through an RFP process with regional banks.

NOTE: This resolution requires a Public Hearing and the public hearing must be duly advertised in a local newspaper 7 days prior to the public hearing. A 2/3 favorable vote of all members of the City Council is required for passage with the vote deferred until at least three (3) days after public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2017.03.08 – 017**
Resolution Re: **Advanced Refunding for City of Dover November 15, 2008 and April 15, 2010 General Obligation Bonds and Authorization to Issue Refunding Bonds**

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

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.B.3.

Resolution Number: **R – 2017.03.08 – 017**
Resolution Re: **Advanced Refunding for City of Dover November 15, 2008 and April 15, 2010 General Obligation Bonds and Authorization to Issue Refunding Bonds**

RESOLUTION BACKGROUND MATERIAL:

On November 15, 2008 the City of Dover issued \$9,970,000 in General Obligation Bonds to finance public capital improvements. The City also issued \$12,799,000 in General Obligation Bonds on April 15, 2010 to finance public capital improvements.

Public Financial Management, the financial advisors that coordinate our bond sales, provided calculations for the advanced refunding of the 2008 and 2010 bonds. By moving now to refund these bonds and therefore benefit from current low market rates, the General, Water and Sewer Funds can realize a total estimated savings of \$434,963 over the next 13 years. The annual savings in debt service is estimated at approximately \$33,000 through the remaining life of the bonds.

In accordance with NH RSA 33:3-d *Refunding Bonds*, a municipality may authorize the issuance of refunding bonds in order to pay all or part of any issue of bonds called or to be called for redemption. The authorization and issuance of refunding bonds shall be subject to the same requirements and provisions of RSA 33:8-a.

In accordance with City Charter C6-14, the City Council, by resolution, may authorize the borrowing of money for any purpose within the scope of the powers vested in the city and the issuance of bonds of the city and may pledge the full faith, credit and resources of the city for the payment of the obligation created thereby.

The City will incur costs, such as credit ratings and bond counsel fees, to issue the bonds. The issuance of the refunding bonds may result in the City receiving a bond premium. Any portion of the bond premium received by the City will be appropriated to fund all or a portion of the cost of issuance and underwriter fees.

Since the issuance of the refunding bonds should be at a Par amount of \$10,000,000 or less, the refunding bonds could be offered as bank qualified. This may provide the City with an opportunity to save on issuance costs and directly solicit regional banks through an RFP process for the sale of the refunding bonds.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2017.03.08 – 018**
Resolution Re: Dover LED Public Works Lighting Upgrade (B15021) and
Authorization for Financing

WHEREAS: A sealed Request for Proposal #B15021 was issued and received for qualified firms to provide and install LED lighting at the Dover Arena with the option to include other city buildings in the future should it be advantageous for the city to do so. A prebid meeting was conducted on December 2, 2014 and proposals were received on January 6, 2015 at 11:00am; and

WHEREAS: Eight vendors submitted proposals and the City selected the three top qualified firms to interview on February 5, 2015. The proposal deemed most advantageous was submitted by Affinity LED Lighting of Dover NH and award was made via council resolution R-2015.03.11; and

WHEREAS: Affinity LED Lighting has submitted a proposal to the City for LED lighting upgrades to the Public Works Building in the amount of \$57,703.00 and is eligible for net rebates totaling \$6,914.50. This will result in the amount of \$50,788.50 being financed. The proposal was sent to PSNH d/b/a/ Eversource Energy and funding is available through their Smart Start Revolving Fund program for the City's Public Works building LED Lighting Upgrade.

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

The City Manager, or designee, is hereby authorized to finalize contract language with the PSNH d/b/a Eversource Energy, consistent with the Purchase Agreement authorized herein, for the City Manager's signature.

AND FURTHER BE IT RESOLVED:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover's participation in the Smart Start Revolving Fund Program is hereby authorized for financing the City's Public Works LED Lighting Upgrade project. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the Smart Start Revolving Fund Program and obtain a loan through the program for the Public Works LED Lighting Upgrade project.

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

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.B.4.

Resolution Number: **R – 2017.03.08 – 018**
Resolution Re: Dover LED Public Works Lighting Upgrade (B15021) and
Authorization for Financing

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.B.4.

Resolution Number: **R – 2017.03.08 – 018**
Resolution Re: Dover LED Public Works Lighting Upgrade (B15021) and
Authorization for Financing

RESOLUTION BACKGROUND MATERIAL:

The City solicited requests for proposals for qualified vendors to provide and install LED lighting upgrades to the Dover Arena. Firms were asked to provide details in the proposal of a full lighting audit, utility rebate process, and detailed payback proposal. The city used the Dover Ice Arena as the initial test site with potential to include several other city buildings that could benefit from this service that may be incorporated in the future to the selected vendor. Vendors were instructed that it is probable that the economic success of these projects will depend on funding sources. These funds may derive from a variety of sources including rebates, and renewable energy credits.

Affinity LED Lighting proposal offered a program funded by PSNH d/b/a Eversource Energy where they pay 100% of cost to the selected vendor 50% down and 50% upon completion of the project. The city would then pay back the amount through a monthly invoice. The Efficiency Loan payback would show a separate line on the monthly invoice. The estimated monthly savings is \$1,295.66 with monthly payback charge of \$1,269.71 yielding net positive of \$25.95 monthly.

The Dover Public Works Facility LED Lighting Upgrade is eligible for Smart Start funding. The upgrade project is estimated to cost \$57,703.00 and is eligible for net rebates totaling \$6,914.50. This will result in the amount of \$50,788.50 being financed. In accordance with the NH Municipal Finance Act (RSA Chapter 33), the Purchase Agreement with Eversource Energy and related participation in Smart Start Program is deemed long term debt. The City has determined utilization of the Smart Start Program is most advantageous to the City of Dover and has utilized in the Arena, Indoor Pool and McConnell Center already

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired:

	General
Description	Fund
FY18 City Prior Authorizations	4,316,490
This Authorization	50,788
FY18 Debt Retirement	3,979,031
Net Change	388,247

Rate Impacts

The financing of \$50,788.50 through the Smart Start Program over a 40-month period is estimated to cost \$1,269.71 per month, or \$15,236.52 for FY2018. This is estimated to have less than a \$0.01 tax rate impact. This impact is forecasted to be offset by savings in electrical costs for the Indoor Pool. Therefore, there is estimated to be no actual tax impact.

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2016 and this authorization, against the legal debt limits. Legal debt limit for the City General Fund is based on 3.0% of equalized assessed value.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R – 2017.03.08 – 018**
Resolution Re: Dover LED Public Works Lighting Upgrade (B15021) and
Authorization for Financing

Description	General Fund
Debt Outstanding	36,593,825
Authorized - Unissued	18,536,494
Total Issued & Unissued	55,130,319
This Authorization	50,788
Grant Total	55,181,107
Legal Debt Limit	93,052,012
Unused Capacity	37,870,905
Percent Unused	40.70%

Purchasing Information:

Type:	Contract	Advertised:	
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Competed	Estimated Delivery:	As needed
Recommended Award to:	Affinity LED Lighting of Dover NH	Fund:	PSNH / Eversource Efficiency Loan Fund
Other Approvals Required:	Yes PSNH d/b/a Eversource Energy	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B15021 Bid Documents and Vendor List](#)



**PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE D/B/A EVERSOURCE
ENERGY**
Smart Start Program
Purchase Agreement

Customer Name: City of Dover

Agreement Date: 02/23/2017

Mailing Address: 217 Mast Road, Dover NH 03820

Telephone: (603) 516-6450

Facility(ies): Department of Public Works

Occupancy: X Owner Renter

Customer will own Smart Start measure(s): X Yes No

1. SMART START MEASURE(S) PURCHASED, COST & ESTIMATED SAVINGS

See Appendix I for costs, rebates, estimated savings and project financing payment options.

2. INFORMATION ACCURACY

Customer has made every effort to provide Public Service Company of New Hampshire d/b/a Eversource Energy ("Eversource") with accurate information about the participating building to enable Eversource to assess the energy efficiency of Customer's premises and equipment. Customer acknowledges that the accuracy of Eversource's savings estimates depends on the accuracy of information Customer provided to Eversource.

3. CUSTOMER RESPONSIBILITIES

- 3.1 Make consecutive monthly payments of: **See Appendix I** to Eversource until all payments have been made or Customer no longer has an account with Eversource.
- 3.2 Notify Eversource if any of the above measures stop working. Eversource will only pay for repair costs if Customer notifies Eversource and allows Eversource to verify measure failure and authorize the repair. Customer will allow Eversource to inspect the measure(s) to verify measure failure and that failure is not due to customer damage. If Eversource does not inspect the measure and arrange for its repair within 10 business days, Customer's obligation to make monthly payments will cease. However, if Eversource does not arrange for repairs because of Customer's failure to provide reasonable access as noted in Section 5.7 below, Customer's monthly payment obligation will continue.
- After any warranty payments are applied, if Eversource has any repair costs that were not reimbursed, Eversource may increase the number of remaining payments to recover all of its costs for repairs, including its cost for administration. Alternatively, Customer may repair measures at Customer's expense and, if applicable, will be entitled to any reimbursement from existing warranties.
- 3.3 Maintain the installed Smart Start measure(s) in place for at least as long as there are payments due under this Agreement unless otherwise agreed to by Eversource. If Customer will own the measure(s), the Customer is also responsible for any required maintenance and for costs incurred from failure to properly maintain the measure(s).
- 3.4 Be responsible for costs associated with Customer damage.
- 3.5 Notwithstanding Customer's responsibility for costs associated with Customer damage or responsibility for maintaining measures, Eversource may repair a measure that is not working (and seek compensation from

Customer or owner as appropriate), and recover any costs that were not reimbursed after warranty payments are applied by increasing the number of payments.

- 3.6 Make a good faith effort to participate in Eversource follow-up surveys that are part of evaluating program effectiveness following the installation of the Smart Start measure(s).
- 3.7 When the Customer is the owner of the premises, the Customer shall make all the remaining payments upon closing their electric account or disclose the Smart Start monthly payment obligation to the next customer. The attached disclosure form should be used to disclose the Smart Start obligation to the successor customer. Failure to disclose will constitute permission by the Customer for the next customer to break a lease or purchase agreement for the premises within five business days of applying for electric service. A signed copy of the disclosure form will constitute proof of disclosure. Make sure to save a copy for your protection.

4. CUSTOMER AUTHORIZES EVERSOURCE TO:

- 4.1 Assign the Smart Start Tariff to this location which shall remain in full force until the final Smart Start payment has been paid unless earlier terminated by mutual agreement of Eversource and the customer at this location.
- 4.2 Be its exclusive Agent to coordinate and facilitate the installation of the Smart Start measure(s) listed above and related work including arranging for servicing or replacement if any of the Smart Start measures fail prior to the Customer making the final payment. Notwithstanding the above, Customer may repair measures at Customer's own expense as described in Section 3.2.
- 4.3 Enter into the Contractor Installation Agreement with the Contractor on behalf of the Customer for the purpose of installing the Smart Start measure(s) and related work. The Customer understands that an Independent Contractor-Customer relationship has been created by virtue of the Contractor Installation Agreement and that the Contractor is not an Employee or Agent of Eversource. Eversource will not be liable for personal injury or property damage caused by Contractor or Contractor's agents or employees.
- 4.4 Enter into change orders with Contractor on behalf of the Customer so long as the change orders do not increase the Customer's monthly payment amount under the terms of this Agreement. Customer understands that any change order that increases Customer's monthly payment amount under this Agreement must be agreed to in writing by Customer, Eversource, and the Contractor.
- 4.5 Issue checks on behalf of the Customer as payment to the Contractor upon satisfactory progress and/or completion of the work pursuant to the terms of the Contractor Installation Agreement. The Customer understands Eversource is not a guarantor of the work performed by the Contractor and that the Contractor is solely responsible for the installation of the Smart Start measure(s). Eversource is also not a guarantor of products and this Agreement does limit or increase Customer's rights regarding manufacturers, vendors and contractors.
- 4.6 Obtain insurance (e.g., fire) or authorize its agent to obtain insurance on the premises sufficient to ensure Eversource or its financing agent recovers all costs associated with measure installation. Any insurance costs are included in the measure costs noted above.

5. AGREEMENT DURATION, TERMINATION AND MISCELLANEOUS PROVISIONS

- 5.1 This Agreement shall remain in full force and effect until the final Smart Start payment has been made, Customer closes the account at this location or the Agreement is terminated by mutual consent of the parties.
- 5.2 No Smart Start payments will be due to Eversource until these premises are occupied but no later than three months after the completion of the work.
- 5.3 If the Customer breaches any of the terms of this Agreement, Customer shall reimburse Eversource for all costs incurred for these Smart Start measures. Such costs include but are not limited to all costs for measures, installation, repair or replacement, administration, litigation, product subsidy, and interest.

- 5.4 At Customer's request, Eversource may terminate this Agreement. Customer must pay all costs Eversource incurred for these Smart Start measures.
- 5.5 No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of both parties to this Agreement.
- 5.6 Notice from one party to the other under this Agreement shall be deemed to have been properly delivered if forwarded by First Class Mail to Customer or Eversource addresses noted on this page.
- 5.7 Eversource maintains a right of inspection and access for repair, upon reasonable notice and during normal business hours, of the Smart Start measure(s) installed pursuant to this Agreement for the duration of this Agreement.
- 5.8 The provisions of this Agreement shall benefit and bind the successors and assigns of Customer and Eversource. If any of this Agreement shall be held invalid or ineffective in whole or in part, such determination shall not be deemed to invalidate any of the remaining portions of this Agreement. This Agreement is governed by New Hampshire law.

City/Town/School District

Public Service Company of New Hampshire
d/b/a Eversource Energy

By: _____
(Print Name)

By: _____
Thomas R. Belair

By: _____
(Signature)

Date: _____

Date: _____

MUNICIPAL/SCHOOL DISTRICT ADDENDUM TO
SMART START PURCHASE AGREEMENT

- A. Payments: City/Town/School District represents that it reasonably believes that funds can be obtained that are sufficient to make all payments during the term of this Smart Start Purchase Agreement and agrees that it will do all things lawfully within its power to obtain and maintain funds from which the payments may be made, including making provisions for such payments to the extent necessary in each annual budget submitted to the City Council/Town Meeting/School District Meeting for the purpose of obtaining funding; using its bona fide best efforts to have such portion of the budget approved. It is the City's/Town's/School District's intention to make payment for the full term of this Agreement if funds are legally available to do so. If appropriated funds are less than are required to perform this Agreement the parties will negotiate to determine a level of Smart Start Monthly Payments which will allow City/Town/School District to continue its obligation to pay for the Smart Start Measures within a mutually acceptable period of time.

Termination on Account of Nonappropriation of Funds: If the parties are unable to negotiate a level of Smart Start Monthly Payments that can be made within available appropriated funds, this Agreement may be terminated only if the following conditions are met that:

- (i) funds were not appropriated for any fiscal period during the term of this Agreement in an amount at least equal to the payments due during that fiscal period for the Smart Start Monthly Payments;
- (ii) written notice of nonappropriation of funds was given to Eversource within thirty (30) days of the adoption of the final budget for that fiscal period;
- (iii) City/Town/School District has exhausted all funds legally available for all payments due under the Agreement; and
- (iv) City/Town/School District acted in good faith and properly and in a timely manner requested sufficient funds to satisfy the obligations due under this Agreement and it diligently pursued and exercised all reasonable efforts to obtain such funds from the governing body that controls such appropriations;

The City's/Town's/School District's legal counsel must certify in writing that all of the above steps were taken. Upon satisfaction of these conditions and counsel's letter verifying same, this Agreement shall be terminated as of the first day of the fiscal period for which sufficient funds were not appropriated; provided, however, that Eversource's rights under the laws of the State of New Hampshire and Eversource's tariff and the Rules and Regulations of the Public Utilities Commission, survive the termination of this Agreement, including, but not limited to, pursuit of damages in a court of competent jurisdiction, the repossession of the installed Smart Start measures at City's/Town's/School District's expense and termination of service for nonpayment at the Customer location where the Smart Start Measures were installed.

- B. Cancellation: Subject to payment of all amounts due upon expiration or termination of this Agreement, City/Town/School District may cancel this Agreement by providing Eversource written notice to that effect not later than Sixty (60) days before the effective date of the expiration or termination.

WHEREFORE Eversource and the City/Town/School District have duly executed this Addendum to the Smart Start Payment Agreement on the date written below.

City/Town/School District

Public Service Company of New Hampshire d/b/a Eversource Energy

By: _____
(Print Name)

By: _____
Thomas R. Belair

By: _____
(Signature)

Date: _____

Date: _____

Public Service Company of New Hampshire d/b/a Eversource

SMART START Program - Customer Purchase Agreement: APPENDIX I

Project Financing Summary / Repayment Option Approval

Prepared for: **City of Dover**

Date Prepared: **02/23/2017**

Facility: **DPW**

Eversource Account #: **56632841078**

Description: **Lighting Upgrades**

Vendor: **Affinity LED Lighting**

COST / REBATE INFO	...NO Financing Pay Outright	...with Eversource Financing	Difference
Project Cost (from proposal):	\$57,703.00	\$57,703.00	
Eversource Rebate: *	- \$10,370.00	- \$9,333.00	\$1,037.00
Net Project Cost:	= \$47,333.00	= \$48,370.00	
SMART START Program Charge: ** (one time charge of 5%)	+ N/A	+ \$2,418.50	+ \$2,418.50
Total Project Cost:	= \$47,333.00 (outright cost)	= \$50,788.50 (amount financed)	\$3,455.50 ("cost" to finance)

ESTIMATED SAVINGS INFO ***

Estimated Annual Bill Savings: **\$15,547.98**

Estimated Monthly Bill Savings: \$1,295.66

75% of Est. Monthly Svgs: \$971.75

25% of Est. Monthly Svgs: \$323.91

Eversource Rate: **G**
Rates in effect as of: 01/01/2017

Est. kWh Savings: **94,168**

Est. KW Savings: **20**

Months w/ KW Svgs: **12**

PAYMENT INFO ****

Payment Option 1 - Keep 25% of the Est. Monthly Bill Savings as immediate Cash Flow. Use 75% to repay Eversource.

Payment Option 2 - Use 100% of the Est. Monthly Bill Savings to repay Eversource. (Shorter Repayment Term)

Initial Choice	Consecutive Payments of (Delivery Charge)	x	Repayment Term (Months)	=	Total Payments	Estimated Monthly Cash Flow ***
☐ Payment Option 1 (Use 75% Keep 25%)	\$976.70	x	52	=	\$50,788.40	\$318.96
☐ Payment Option 2 (Use 100%)	\$1,269.71	x	40	=	\$50,788.40	\$25.95

SIGNATURE / APPROVAL

By signing below I authorize the repayment schedule (Payment Option), chosen above, as initialed in the box next to the Option chosen.

By: _____ By: _____ Date: _____
print name signature

* Rebates for Projects that are financed through the SMART START Program are subject to a 10% reduction.

** The SMART START Program Charge is a one time charge accessed at 5% of the Net Project Cost.

*** All Bill Savings and Cash Flow figures are estimates only and are not guaranteed nor implied.

**** Due to the requirement for the Repayment Term to be a whole number in months the Repayment Delivery Charge may not exactly equal 75% or 100% of the savings.

Commercial & Industrial Retrofit



EVERSOURCE

2016 Lighting Rebate

Side ID 848291005-00

Section A: CUSTOMER INFORMATION

Customer Name City Of Dover NH	Electric Account Number 56632841078	Rate 6	Application Number N17045
Facility Address 271 Mast Road	City Dover	State NH	Zip Code 03820
Service Location Identification Public Works Building		Email d.steele@dover.nh.gov	
Mailing Address (if different from above)	City Dover	State NH	Zip Code 03820
Contact Person/Title Douglas W. Steele II/Director	Telephone Number 603.516.6450	Incorporated? (Check one.) ☐ Yes ☐ No ☒ Exempt	
Please Assign Payment to Contractor Customer Signature:	Additional Information Smart Start	Rebate Payment Preference (Check one.) ☐ Check ☐ Bill Credit ☒ Pay Contractor	

Section B: CONTRACTOR INFORMATION

Contractor Name Affinity LED Lighting	Contact Person/Title (Print) John Branagan /PM	Contact Person Signature	
Mailing Address 133 Islington Street	City Portsmouth	State NH	Zip Code 03801
Email jb@affinityledlight.com	Telephone Number 603-475-1564	Additional Information jb@affinityledlight.com	Incorporated? (Check one.) ☐ Yes ☐ No ☐ Exempt

Section C: DOCUMENT APPROVALS

PRE-INSTALLATION INSPECTION

Utility Signature	Date
-------------------	------

PRE-APPROVAL OFFER

Technical Review - Utility Signature	Date
Utility Signature	Date 2/23/17
Amount of Rebate Offer (\$) 9,333 (adjusted)	Offer Valid Through: 10/1/17

By signing and dating below, customer accepts this rebate offer and agrees to the Utility Terms and Conditions available from your Utility. Pursuant to a Commission order, customers also agree that the utility alone may capture all kW and kWh savings and any ISO-NE capacity payments resulting from this energy efficiency project. This agreement is contingent upon continued approval and authorization by the Commission to recover said amounts from the System Benefits Charge. The rebate, in conjunction with all other sources of funding, cannot exceed the total project cost.

Customer Signature:	Date:
---------------------	-------

POST-INSTALLATION INSPECTION

Utility Signature	Date	Total Project Cost (\$)	Amount of Rebate (\$)
Customer Signature	Date		

MANAGEMENT APPROVAL

Utility Signature	Date
-------------------	------