



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, August 9, 2017**
Meeting Time: **7:00 pm**

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

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

- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. July 26, 2017 – Regular Meeting**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - B. ORDINANCES IN THE 3RD READING**
 - C. RESOLUTIONS**



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13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Children’s Museum of New Hampshire**
- 2. BLOCK PARTY – Park Street**
- 3. ROAD TOLL – Muscular Dystrophy Association of New Hampshire & Dover Firefighters and Officers**
- 4. B14074 PHASE II - PROFESSIONAL ENGINEERING SERVICES FOR WATER SYSTEMS FACILITY UPGRADES CHANGE ORDER #1-3**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. B17003 HVAC MAINTENANCE AND REPAIR SERVICES ADDITIONAL SCOPE OF WORK**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. B17011 SIX WHEEL DUMP TRUCK WITH PLOW EQUIPMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B17038 HOT BITUMINOUS PAVING –ASPHALT LAID IN PLACE CHANGE ORDER #1**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. PHASE II INFILTRATION AND INFLOW STUDY - AWARD OF ADDITIONAL SCOPE OF SERVICES TO WRIGHT PIERCE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. DOVER PUDDING HILL AQUIFER CHANGE ORDER #1 - EMERY & GARRETT GROUNDWATER INVESTIGATIONS LLC**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. BOBCAT COMPACT TRACK LOADER, NATIONAL JOINT POWERS ALLIANCE BID RFP042815**
SPONSORED BY MAYOR WESTON BY REQUEST
- 11. OFFICE SUPPLIES WB MASON**
SPONSORED BY MAYOR WESTON BY REQUEST
- 12. BOOKS & MEDIA PURCHASES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 13. VARIOUS SENIOR CENTER TRIPS**
SPONSORED BY MAYOR WESTON BY REQUEST



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COMMITTEE REPORTS

1. School Board
2. Planning Board
3. Appointments Committee
4. Arena Commission
5. Arts Commission
6. Energy Commission
7. Legislative Liaison
8. Library Board of Trustees
9. McConnell Center Advisory Committee
10. Ordinance Committee
11. Parking Commission
12. Pool Advisory Committee
13. Recreation Advisory Board
14. Solid Waste Advisory Commission
15. Transportation Advisory Commission
16. Joint Building Committee – Dover High School and Regional Career Technical Center
17. Joint Building Committee – Garrison Elementary School
18. Dover Main Street
19. Dover's 400th Anniversary Committee

B. RESOLUTIONS

1. **ACCEPTANCE OF DEVELOPMENT AGREEMENT BETWEEN THE CITY OF DOVER AND 104 WASHINGTON STREET, LLC
(TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 23, 2017.)
SPONSORED BY MAYOR WESTON BY REQUEST**
2. **OPERATION OF KENO GAMES IN DOVER
(TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 23, 2017.)
SPONSORED BY MAYOR WESTON**

C. ORDINANCES IN 1ST READING

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

CITY MANAGER'S REPORT

AUGUST 9, 2017

REPORTING ON JULY 2017



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.

Customer Focused Outcomes: Right to Know Requests

- ROCHESTER, NH – AGENDA MATERIALS AFTER 07/05/2017 BUT BEFORE 08/03/2017, 3 REQUESTS
- DOVER, NH – PLOW & TREAT OPERATIONS FOR 03.24 & 03.25.2017
- PORTLAND, ME – BID REPLY FOR #B17057 CONSTRUCTION OF PUBLIC SAFETY RADIO
- DENVER, CO - BID REPLY FOR #B17057 CONSTRUCTION OF PUBLIC SAFETY RADIO
- CONCORD, NH – TRITECH ENGINEERING CONTRACT FOR SURVEY WORK ON OLD GARRISON ROAD

Financial Outcomes: Litigation

City v. Joel Bernier: Defendants are paid up through June; received notice of rescheduled Foreclosure Sale to be held Sept 21, 2017

Ventas Realty Limited Partnership v. City: (2014 tax year) Bench Trial rescheduled for week of September 19, 2017; Filed withdrawal on July 5th; Atty Mitchell is now lead counsel.

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. Case stayed pending resolution of 2014 case; Filed withdrawal on July 5th; Atty Mitchell is now lead counsel.

City v. Eric Carlson – Hearing held March 31, 2017 on Motion for Periodic Payments; Defendant ordered to pay \$100 for the months of May through July and \$167 in August. Payments are current.

Albert E. Souther v. City – Complaint served April 25, 2017 regarding Tolend Road Easement; Parties filed proposed Structuring Orders by July 5th. Court Structuring Order issued. Trial to be scheduled.

	For month	FY18	FY17	FY16
Legal Matters/Questions Handled	29	29	354	244
Document Creation & Review Including Contracts	24	24	271	267
Right to Know Requests Processed	7	7	73	66
Resolutions	4	4	42	53
Ordinances	1	1	13	29

Product & Process Outcomes:
Assistance to City Offices

City Council	Drafting/review of resolutions
City Manager	Review of documents for signature, 91-A requests; Resolutions; Chapter 152 Amendments
Community Services	Verizon Wireless Service Easement Application; Railroad easement
Finance	Discharges and Liens; School District's NH DOE 25 Form; 91-A Quote for Tax Map Atlas; MacPage Auditor question; Bid Right To Know requests; Bid protest
Planning	Adopt-a-Spot Agreement; Dover License Agreement and Plan; Promissory Note and Loan Agreement
Fire & Rescue	Managed Care
Assessing	Housing Initiative PILOT
Executive	Deductible letter; Kenogarten; General Code contract; Special election
Recreation	2017 Summerfest 10K NH Liquor Form; Joint Custody Child Registration Form; McConnell Center Letter of Intention; Use of Snowmobiles in City Parks; Personnel matters; Do Not Resuscitate order; Athletic Fields Agreements
DBIDA	Purchase and Sales Agreements for Enterprise Park

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.

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

Business activity in the region expanded at a modest pace on average with variations across industry segments. Manufacturing and retail businesses are reporting revenues with year over year gains from slight to significant. Software and IT companies are reporting gains from flat to double digit. Commercial real estate activity was flat regionally but in modest growth locally, limited by the high cost new builds. Residential real estate is experiencing robust demand limited by lack of inventory. Hiring for specific skill sets is brisk but limited by available potential employees. Planned wage increase remain moderate with prices increasing small to moderate. Contacts expect further growth consistent with recent results going forward. Those retailers and restaurants affected by the Central Avenue bridge renovation and surrounding central downtown road disruptions have been challenged again this month to maintain normal revenue streams and store traffic. Retailers reported they were helped by the First Fridays Art Walk event schedule organized by DBIDA, Dover Main Street and the downtown merchants.

Selected Business Services:

Demand for consulting and advertising is up moderately over last year at this time. Software and IT services providers are experiencing vastly 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. This is expanding the range of medical specialties availability to the Dover market. WDH has opened a new medical practice facility at the Pease Development Authority. 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 reform 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 recent US administration change continues 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. Liberty Mutual recently announced an employee layoff of 190 in New Hampshire as they are ramping up a more highly automated computerized data processing system.

Commercial Real Estate:

Commercial real estate sales activity continued with moderate sustained growth locally, and with flat activity 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 to be just above 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 somewhat 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 one additional basis point hike in March. Two more 25 basis point hikes are anticipated over 2017. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multifamily 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 Healthcare Bill 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 Enterprise Park are now occupied. A firm is currently looking at a potential lease-to-buy arrangement at Enterprise Park for a 30,000SF building. The Fosters building at 333 central Ave. was recently sold to a local service provider company for \$1.5 million and is now once again sold to a new buyer (Horizon Trust LLC). The Robbins building downtown has sold to Cathartes 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 Q1 and Q2. Low inventory levels locally are still thought to be limiting sales, but appear to be easing somewhat as rising prices are convincing sellers to put homes on the market before interest rates go up any more (now averaging 4.8% on residential mortgages). Median selling prices continue to rise locally and are up 7-9% 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 moderate strength in sales and improved year over year profits. One point-of-purchase systems supplier is experiencing sales increases significant enough to require some out sourcing of production. Exporters to both Europe and China are concerned with the UK exit from the EU as well as with the macroeconomics they're seeing in both markets. Negative results seen so far have been less than anticipated but may become more pronounced over the balance of the year. 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. Some concern exists that the new administration's "America First" policies will negatively affect exports. Currently, 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 China, the North Korean tension buildup 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 but are encouraged by the most recent tax reform plan put forward. Pickup truck and auto sales are in further decline this month with large holdover inventories triggering sell-off sale prices. Ford has experienced a large Q4 loss and has replaced its CEO. Focus model manufacturing is being transferred to China. Other expensive car brands sales appear to be falling off here as well. Locally we are seeing some confidence in future 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 previously reporting a pause in formerly increasing sales, are now anticipating a return to the up side 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 two 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 have finished fit out for new owners that have already moved in. The Silver Square development (roundabout complete) are now well underway with Phase II progress on this \$50 million dollar development. The Residence at Silver Square assisted living building has been erected and is undergoing fit out. The new on-site Garrison 66 room boutique hotel is now open.

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. New initiatives with the Greater Dover Chamber of Commerce Education Committee, Dover High School CTC, Great Bay Community College and UNH for BIZED Connect intern programs will get underway as school season resumes. Recent reductions in the NH BPT and EPT are helpful but more is needed in both corporate tax reduction and regulatory relief to reclaim the "NH Advantage".

Retail & Tourism:

Retailers contacted for this period report mixed results (depending on their proximity to downtown road disruptions) for year-over-year store sales ranging from flat to up 5%. Firms are hiring to replace departing employees and most are reporting difficulty in acquiring replacements locally. The recent stock market increases are spilling confidence into Main Street businesses at present. Some uncertainty has crept in with the failure to pass a new healthcare bill. Restaurants report expected sales increases of 2% - 6% heading into Q3, a reversal of previous Q4 trends due to the high employment rate in Dover. Local restaurants are having difficulty hiring wait staff to support desired expansions. The recent gasoline price volatility (now on a lower price cycle), has had no discernible effect on retail, hotel and restaurant sales so far. OPEC's recent decision to extend their oil production cuts are expected to just sustain current pricing at the gas pump during the summer driving season but there is some evidence that Venezuela and some African states are not limiting production as agreed. 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 Dover hotels and having dinner in Dover. On-line shopping has reinforced a "just-in-time" shopping mentality that has exacerbated erratic monthly sales results. Sears / K-Mart, Macys, Walmart and Target are experiencing declining sales and are doing some store closings and layoffs. Looking at longer term retail results tends to dispel the shopping center apocalypse reports. As overall brick and mortar retail sales are up 4.1 % over the same period last year. 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 which are up by 12.1% year-over-year. Bus tours to Dover are fully booked for 2017 and early 2018. Pricing that has remained steady up to now, is beginning to be affected by wage rates for experienced retail clerks and wait staff and is beginning to force prices to rise.

Employment and Wages:

Local labor markets continued to tighten in July. Dover's current unemployment rate is 2.3%. Salary increases for highly skilled employees are increasingly frequent as retention and attraction efforts multiply to sustain growing sales. Lack of STEM skills and drug test failures by prospective employees are real limits to the potential hiring pool.

Wages for wait staff and experienced retail workers have begun to move upward modestly. Restaurants are expressing concern about labor shortages for the summer season.

In the higher skill set category, engineers, paramedics, physician's assistants and nurses are in short supply and are commanding top salaries and temporary living subsidies.

* 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 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 and is once again on the market.
- The Old courthouse Building on First and 2nd is being transformed into a mixed use facility.
- Two new- builds being considered at Enterprise Park.
- 6 Grove St. Project in TRC.

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
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1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Gasses led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Greenshields.

Also Present: City Manager Joyal and City Clerk Lavertu.

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to substitute as a whole Item #13.B.4., and add a Joint Building Committee – Dover High School and Regional CTC Report.

Deputy Mayor Carrier moved to approval the Agenda as amended; seconded by Councilor Ciotti.

Vote: 8/0.

7. PUBLIC HEARINGS

8. CITIZEN'S FORUM

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

James Verschueren, 102B Sixth Street: He read a letter of appreciation from Friendship Force to the Council.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He spoke about the microburst storm last week and recognize the Police, Fire and Community Services Departments. He also thanked the Town of Rollinsford and the State of New Hampshire for their assistance. He recognized long serving employees.



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City Manager Joyal discussed a request he received to sell City land off of Tolend Road. Deputy Mayor Carrier felt it was in the best interest of the City to hold onto the land. Deputy Mayor Carrier moved to hold onto the property; seconded by Councilor O'Connor. Roll Call Vote: 8/0.

Councilor Ciotti asked about the Federal funds coming to the State for bridge repairs and how much Dover was getting.

City Manager Joyal said the list he has seen the City will be getting approximately \$500,000, and he will be coming to the Council with staff recommendations regarding where to use the funds.

Councilor Gasses asked why the timeline for paving Spruce Lane was September because she was concerned it would interfere with school.

City Engineer White gave an overview of the project to the Council.

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

Vote: 8/0.

10. APPROVAL OF MINUTES

- A. June 28, 2017 – Non-Public Session**
- B. July 12, 2017 – Reconvened Non-Public Session**
- C. July 12, 2017 – Regular Meeting**

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor O'Connor.

Vote: 8/0.

11. MAYOR'S REPORT

Mayor Weston gave an overview of her attendance at a few events. She met with the new Superintendent. She spoke about the new legislation regarding Keno and adequacy aid for the Schools.

City Manager gave an overview of the Keno project and went over the process to put it on the municipal ballot in November, 2017. He said a State Lottery representative will be available at the August 23, 2017 City Council Meeting to answer questions.

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

Vote: 8/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. RAFFLE – Annunciation Greek Orthodox Church**
- 2. RAFFLE – Annunciation Greek Orthodox Church (50/50)**
- 3. ROAD RACE – Dover Turkey Trot**



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4. **TAG – Dover Little Green Cheerleading**
5. **TAG – Dover Youth Football**
6. **B16013B DESIGN BUILD OF CUSTOMER SERVICE CENTER ADDITIONAL SCOPE OF WORK - CHANGE ORDER #1**
SPONSORED BY MAYOR WESTON BY REQUEST
7. **B16073 CENTRAL AVENUE BRIDGE REPAIRS - CHANGE ORDER #5**
SPONSORED BY MAYOR WESTON BY REQUEST
8. **B17057 CONSTRUCTION OF PUBLIC SAFETY RADIO AND MICROWAVE TOWERS**
SPONSORED BY MAYOR WESTON BY REQUEST
9. **B17068 MOBILE DIGITAL RADIOS**
SPONSORED BY MAYOR WESTON BY REQUEST
10. **PURCHASE OF PUBLIC SAFETY COMMUNICATION EQUIPMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
11. **B17073 HOUSEHOLD HAZARDOUS WASTE CLEAN UP DAY**
SPONSORED BY MAYOR WESTON BY REQUEST
12. **B17076 PURCHASE OF FORD EDGE**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|--|--|
| 1. School Board | 12. Pool Advisory Committee |
| 2. Planning Board | 13. Recreation Advisory Board |
| 3. Appointments Committee | 14. Solid Waste Advisory Commission |
| 4. Arena Commission | 15. Transportation Advisory Commission |
| 5. Arts Commission | 16. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 6. Energy Commission | 17. Joint Building Committee – Garrison Elementary School |
| 7. Legislative Liaison | 18. Dover Main Street |
| 8. Library Board of Trustees | 19. Dover's 400 th Anniversary Committee |
| 9. McConnell Center Advisory Committee | |
| 10. Ordinance Committee | |
| 11. Parking Commission | |

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 Shanahan pulled Item #13.A.8.

Councilor Thibodeaux pulled Item #13.A.6.

Mayor Weston pulled Item 13.A.11.

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

Roll Call Vote: 8/0.



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Deputy Mayor Carrier moved for the adoption of Item #13.A.6.; seconded by Councilor Thibodeaux.

City Manager Joyal gave an overview of the project to the Council.

Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.8.; seconded by Councilor Shanahan. Captain Breault gave an overview of the project to the Council.

Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.11.; seconded by Councilor O'Connor. Mayor Weston said she pulled to get the information out to the public.

City Manager Joyal gave an overview of the event and what the public can bring.

Roll Call Vote: 8/0.

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

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

Vote: 8/0.

B. RESOLUTIONS

1. VETERANS MEMORIAL BRICK DONOR PROGRAM SPONSORED BY MAYOR WESTON BY REQUEST

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

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

Roll Call Vote: 8/0.

2. APPROVAL OF LICENSE AGREEMENT AND GRANT OF LICENSE BETWEEN CITY OF DOVER AND OKAD OF DOVER, LLC SPONSORED BY MAYOR WESTON BY REQUEST

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

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

Roll Call Vote: 8/0.

3. ELECTION TO FILL VACANCY OF NEW HAMPSHIRE DISTRICT 13 (DOVER WARD 1) REPRESENTATIVE SPONSORED BY MAYOR WESTON

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

Roll Call Vote: 8/0.



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4. DIRECTOR OF ECONOMIC DEVELOPMENT EMPLOYMENT AGREEMENT SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
Roll Call Vote: 8/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

A Proclamation was read regarding the renovation to Henry Law Park.

Councilor Shanahan spoke about the dedication for the art mosaics at the Parking Garage.

16. ADJOURNMENT

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



**PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**

Check(☒) the type of application:

RAFFLE* ☐ , TAG* ☐ , BLOCK PARTY** ☒ ,

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

Organization Name: Children's Museum of NH

Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

Religious ☐ , Educational ☒ , Charitable ☐ , Civic ☐ , Sports ☐ , Veterans ☐ , Fraternal or Political ☐ , Other ☐
(Describe) 5th annual Dover Mini Maker Faire celebration of innovation & creativity

Contact Person: Jane Bard Day Time Telephone: 603 742-2002

Address: 6 Washington Street Dover Email jbard@childrens-museum.org

Purpose of Permit: Ticketed admission to Henry Law Park

Date of Event: 8/26/17 Specific Time: 10am - 4pm

Location of Event: inside Museum, upper & lower Henry Law Park

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

Block Party Location (attach map if more than one street is affected): Henry Law Park

Police Department Block Party Approval Signature: Speidel

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

SIGNATURE OF APPLICANT: Jane Bard DATE: 7/11/17

(duly authorized)

PRINTED NAME: Jane Bard

Licensing Board Approval (A) Date: 7/24/17



**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: N/A (neighborhood group)
Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other ☒
(Describe) BLOCK PARTY

Contact Person: CASEY EYRING Day Time Telephone: 603-491-5397
Address: 49 PARK ST DOVER NH Email casey-eyring@yahoo.com

Purpose of Permit: Block Party
Date of Event: 10/17/17 & 10/21/17 (Random) Specific Time: 10AM - 8PM
Location of Event: 49-51 PARK ST (Between Hill St & HAM ST)

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

Prize (s) To Be Awarded: _____
Cost of Ticket: _____ Date of Drawing: _____
Place of Drawing: _____

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

<http://www.doj.nh.gov/charitable-trusts/tag.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): PARK ST (Between Hill St & Ham St)

Police Department Block Party Approval Signature: _____
Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

SIGNATURE OF APPLICANT: [Signature] DATE: 10/10/17
(duly authorized)

PRINTED NAME: CASEY EYRING

Licensing Board Approval [Signature] Date: 7/27/17



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** _____, ROAD TOLL*** ☒

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

Organization Name: Muscular Dystrophy Association of NH & Dover Firefighter & Officers
Federal Tax ID number for Organization: 13-1665552

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Voluntary Road Toll "Fill the Boot"

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

Address: 262 Sixth St Email: C.jacques@dover.nh.gov

Date of Event: August 26, 2017 Specific Time: 8am - 9pm

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

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

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

Police Department Parade Route Approval Signature: _____

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

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

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

Road Toll Location: Central Ave @ Oak Street

Police Department Road Toll Approval Signature: _____

Printed Name: Sgt. Mark Speidel, Traffic Bureau

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

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

SIGNATURE OF APPLICANT: Christopher Jacques DATE: 7/31/17

PRINTED NAME: Christopher Jacques

Licensing Board Approval Arc Date: 8/1/17



July 31, 2017

Dover Police Department
46 Locust Street
Dover, NH 03820

Dear Dover Police,

This letter is to inform you that on August 26, 2017, Dover Fire Department Locals 1312 and 2909 will be conducting a Fill the Boot/Voluntary Toll on behalf of the Muscular Dystrophy Association of NH. All the money raised at this event will be given to MDA of NH to benefit the over 800 families that MDA serves right here in New Hampshire.

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

Thank you so much.

Sincerely,

Michele Masse

Michele Masse
Executive Director
MDA of NH

Tax ID: 13-1665552

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2017.08.09 – 093**

Resolution Re: B14074 Phase II - Professional Engineering Services for
Water Systems Facility Upgrades Change Order #1-3

WHEREAS: A sealed Request for Qualifications (RFQ) B14074 was issued and received for Professional Engineering Services for Water Systems Facility Upgrades on July 9, 2014 at 11:00 am. Four firms replied and interviews were conducted on August 3, 2014 with representatives from all four firms. The evaluating committee recommended award to Underwood Engineers of Portsmouth as the top ranked firm for this project. The Phase I design, construction, and construction oversight services has been awarded over the past several years; and

WHEREAS: In October 2016, City Council awarded Phase II for the design services with costs totaling \$350,300 from Underwood Engineers for work at the Willand Pond Wells, Smith / Cummins Well, Isinglass Recharge and Garrison Hill Reservoir via Resolution [R-2016.10.26](#); and

WHEREAS: The City has since received (3) three change orders totaling \$305,000.00 for services at Old Rochester Rd, New Rochester Rd, Bellamy and Isinglass as well as interconnect design with Somersworth.

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

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

The Purchasing Agent is hereby authorized to issue Change Orders #1, #2, and #3 to Underwood Engineers of Portsmouth, NH for Phase II design services in the amount not to exceed \$305,000. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5300.1.3000.43320.4725.03550.17	Water Systems Facility Upgrades	12,400,000	9,599,550

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 – 2017.08.09 – 093**

Resolution Re: B14074 Phase II - Professional Engineering Services for
Water Systems Facility Upgrades Change Order #1-3

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2017.08.09 – 093**

Resolution Re: B14074 Phase II - Professional Engineering Services for Water Systems Facility Upgrades Change Order #1-3

RESOLUTION BACKGROUND MATERIAL:

The City of Dover's Community Services Department, Utilities Division requested the submission of Statements of Qualifications from full service engineering firms to provide services for water system facilities upgrades including but not limited to, eight wells and three water treatment facilities.

Underwood Engineers was selected via council approval on November 12, 2014 for Phase I and awarded Phase II in the amount of \$350,300.00 for Phase II on October 26, 2016 for services as detailed below:

Change order 1, 2, and 3 are being requested as outlined below in the total amount of \$305,000.00 making new contract total for Phase II \$655,300.00

Scope	Tasks	Original Contract Value	C/O 1	C/O 2	C/O 3
Design Phase II	Task 1	\$175,000		\$58,800	\$50,600
Survey	Task 2	\$48,000		\$33,500	\$12,100
Subsurface Investigations	Task 3	\$20,000		\$4,800	\$8,000
Cadastral	Task 4	\$13,400			
Meeting and Funding Assistance	Task 5	\$20,500		\$7,500	\$7,600
Permitting and Approvals	Task 6	\$23,900			\$3,800
Bidding	Task 7	\$16,500			
Somersworth Connection Evaluation	Task 8	\$13,400			
Pudding Hill Concept Design	Task 9	\$19,600			
PFAS treatment	Task 9a		\$4,700		
Permanent Treatment Consideration	Task 9b		\$7,300		
Flow test/Hydraulic Evaluations	Task 10			\$17,100	
401 Water Quality Certification	Task 11			\$89,200	
Total		\$350,300	\$12,000	\$210,900	\$82,100

Bid Information:

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

Award Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2017.08.09 – 093**

Resolution Re: B14074 Phase II - Professional Engineering Services for
Water Systems Facility Upgrades Change Order #1-3

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	206	Number of Responses:	4
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Completed	Estimated Delivery:	Summer 2018
Recommended Award to:	Underwood Engineers	Fund:	CIP Water
Other Approvals Required:	State NH if using DWSRF	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B14074 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2017.08.09 – 094**
Resolution Re: B17003 Heating, Ventilation, and Air Conditioning
Equipment Maintenance and Repair Service - Additional
Scope of Work at City Hall Customer Service Center.

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: The City Council awarded to Siemens Industry, Inc. for the preventative maintenance portion of the RFP via resolution [R-2017.03.08.-012](#). Siemens Industry, Inc. has submitted a proposal for the equipment and labor needed in the City Hall Customer Service Center in the amount of \$56,119.23 which reflects the equipment discounts outlined in the RFP already awarded to them. It is the recommendation to award additional work to Siemens Industries, Inc. as outlined.

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 and installation for the Customer Service Center in the amount of \$56,119.23. 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
4018.1.190.41941.4725.01109.18	City Hall Building Improvements	750,000	37,245
4018.1.190.41941.4727.03101.18	Gen.Govt Building Improvements	50,000	50,000

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2017.08.09 – 094**
Resolution Re: B17003 Heating, Ventilation, and Air Conditioning
Equipment Maintenance and Repair Service - Additional
Scope of Work at City Hall Customer Service Center.

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.5.

Resolution Number: **R - 2017.08.09 – 094**
Resolution Re: B17003 Heating, Ventilation, and Air Conditioning
Equipment Maintenance and Repair Service - Additional
Scope of Work at City Hall Customer Service Center.

RESOLUTION BACKGROUND MATERIAL:

The City Council awarded Siemens Industry, Inc for the preventative maintenance portion of the RFP via resolution [R-2017.03.08.-012](#). Siemens Industry Inc has been the contractor for the city since 1997. Siemens has submitted a proposal for the equipment and labor needed in the City Hall Customer Service Center in the amount of \$56,119.23. The scope of work for the Customer Service Center includes labor and materials for all temperature controls as outlined in engineered plans provided by Harriman Engineering.

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 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.6.

Resolution Number: **R – 2017.08.09 – 095**

Resolution Re: B17011 Six Wheel Dump Truck with Plow Equipment

WHEREAS: A Sealed Request for Bid B17011 was issued and received for a new six-wheel dump truck with sander, plow and wing plow on September 22, 2016 at 11:00 am; and

WHEREAS: Three proposals were received and evaluated and the low bid deemed most advantageous to the city was submitted by Freightliner of NH, Inc in the total amount of \$161,404.00 and City Council approved award to Freightliner of NH, Inc in the amount of \$161,404.00 via Resolution [R-2016.10.12-136](#); and

WHEREAS: Freightliner of NH, Inc has offered the same truck and equipment at same pricing of \$161,404.00. It is the recommendation to award to Freightliner of NH Inc as outlined.

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 Freightliner of NH Inc of Londonderry NH for a new six-wheel dump truck with plowing equipment at rates provided in conjunction with Bid B17011. 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
4017.1.300.43121.4743.03110.17	Comm Svs Heavy Equipment	200,000	6,708
4018.1.300.43121.4743.03110.18	Comm Svs Heavy Equipment	200,000	200,000

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2017.08.09 – 095**

Resolution Re: B17011 Six Wheel Dump Truck with Plow Equipment

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.6.

Resolution Number: **R – 2017.08.09 – 095**

Resolution Re: B17011 Six Wheel Dump Truck with Plow Equipment

RESOLUTION BACKGROUND MATERIAL:

The City of Dover sought pricing and availability of a new Six Wheel Dump Truck and Equipment configured for snow removal operations. The unit consists of single rear axle dump truck with front plow and single wing with stainless steel dump body and stainless steel sander with liquid spray system. The equipment is to be provided and installed as specified by the vendor.

Bid Information:

Sealed Request for Bid B17011 was issued and received for a new six-wheel dump truck with sander, plow and wing plow on September 22, 2016 at 11:00am.

Per City of Dover Purchasing Code: Exemptions to Competitive Bidding 3-37G. Purchases under extensions of contracts when the same or lower price is extended for another year or part of a year.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	150	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until delivered	Estimated Delivery:	End 2017
Recommended Award to:	Freightliner of NH Inc	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B17011 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2017.08.09 – 096**
Resolution Re: B17038 Hot Bituminous Paving –Asphalt Laid in Place
Change Order #1

- WHEREAS: The Sealed Request for Bid #B17038 was issued and received for Hot Bituminous paving (asphalt) laid in place on March 15, 2017 at 11:00 AM. The bid requested unit pricing on various scopes of services and products for paving various streets; and
- WHEREAS: Two bids were received with the low bid being submitted by Brox Industries, Inc in the total amount of \$938,550. City Council approved an award to Brox Industries Inc., at the per item rates as outlined in the results page in the amount not to exceed \$838,550 (a reduction of \$100,000) due to lack of funding availability via resolution [R-2017.04.12–036](#); and
- WHEREAS: The City has received change order #1 in the amount of \$89,900.00 adding Heaphy Lane, Leighton Road, and Piscataqua Road making new contract price of \$928,450.00.

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

The Purchasing Agent is hereby authorized to issue a Change Order to Brox Industries Inc. for laid in place asphalt paving services given the per unit rates provided in conjunction with B17038 in the amount totaling \$89,900.00. 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
1000.1.300.43121.4715.00000.00	CS Street Improvements	1,635,933.00	1,494,678.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2017.08.09 – 096**
Resolution Re: B17038 Hot Bituminous Paving –Asphalt Laid in Place
Change Order #1

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2017.08.09 – 096**
Resolution Re: B17038 Hot Bituminous Paving –Asphalt Laid in Place
Change Order #1

RESOLUTION BACKGROUND MATERIAL:

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

Change Order #1 adds \$89,900 to the contract for Heaphy Lane, Leighton Road and Piscataqua Road making new total of \$928,450.00

Bid Information:

Sealed Request for Bid #B17038 was requested and received for Hot Bituminous Paving (asphalt) laid in place on March 15, 2017 at 11:00 AM.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	86	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	2017
Recommended Award to:	Brox Industries, Inc	Fund:	Streets
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

[B17038 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R-2017.08.09 – 097**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce

WHEREAS: Sealed bid B00008 for city wide Inflow and Infiltration studies was received in September 2000 and was awarded via council approval to Wright Pierce as the qualified engineering firm to perform a comprehensive Infiltration and Inflow (I & I) Study for the City of Dover; and

WHEREAS: The study identified defective areas of the sewer system, prioritized the areas where unwanted ground water was entering the system, and listed corrective measures to be implemented. Wright Pierce was then chosen to design corrective measures where water inflow/infiltration was identified as the problem and has continued to be the selected firm for all professional wastewater engineering services; and

WHEREAS: In the spring of 2017 the City received 10.5 inches of rain prompting updates to its initial I&I study to identify sources contributing to the peak flows experienced by the WWTP during wet weather events. The proposal from Wright Pierce includes an eight month flow monitoring period and hydraulic modeling scope as outlined in the background section of this resolution in the amount of \$242,700.00. It is the recommendation to award Phase II scope of work as outlined.

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

The Purchasing Agent is hereby authorized to issue a purchase order in the amount of \$242,700 to Wright Pierce Engineers for professional engineering services on Phase II I&I Study and Hydraulic Modeling. 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
5320.1.300.43250.3475704570.17	Sewer I&I	\$300,000	\$300,000

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R-2017.08.09 – 097**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce

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.		

RESOLUTION BACKGROUND MATERIAL:

Requests for proposal (RFP) B00008 were issued and received in September 2000 to identify a qualified engineering firm to perform a comprehensive Infiltration and Inflow Study for the City of Dover. The firm of Wright Pierce from Topsham, ME was selected to undertake this important task of identifying various defective areas of the sewer system, in order of priority, where unwanted ground water was entering and corrective measures should be implemented. As a follow up to the study phase of this on-going project, Wright Pierce has been utilized in the past several years to design corrective measures for several locations where water inflow / infiltration were identified as a problem.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R-2017.08.09 – 097**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional
Scope of Services to Wright Pierce

Phase II consists of the following:

Tasks	Fees
A Pump Station Drawdown Study	\$14,500
B Existing Data Review & Analysis	\$13,100
C Flow Metering Program	\$24,700
D I&I Evaluation	\$19,200
E Hydraulic Modeling	\$50,800
F Final Report	\$19,600
Total for Task A-F	\$141,900
Non Labor Costs	
1 Flow Metering Fieldwork (Task C)	\$44,000
2 Online Data Analysis Software (Task D)	\$4,800
3 Hydraulic Modeling Software Allowance	\$15,000
4 RTK Unit Purchase Allowance	\$17,000
5 Video Inspection Camera Purchase Allowance	\$20,000
Total Non-Labor Costs	\$100,800
Total project costs	\$242,700

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	NA	Number of Responses:	na
Warranty:	Meet Professional Standards	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Project Completion	Estimated Delivery:	Immediately
Recommended Award to:	Wright Pierce	Fund:	Sewer CIP
Other Approvals Required:	State of NH Department of Environmental Services	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Continuing Project phases over \$25,000

Exhibit A – Scope of Work Wright-Pierce

June 16, 2017
W-P Project No. T11561

Mr. Bill Boulanger, Deputy Director
City of Dover, Community Services Division
271 Mast Road
Dover, New Hampshire 03820

Subject: Phase II Infiltration/Inflow Study and Hydraulic Modeling
Proposal for Professional Wastewater Engineering Services

Dear Mr. Boulanger:

Thank you for meeting with the Wright-Pierce team to discuss the City's continued efforts towards identifying infiltration and inflow within the sewer collections system. In 2000, the City completed an Infiltration and Inflow (I/I) Study to identify areas experiencing high I/I flows, and develop a plan for reducing peak flows in the sewer system. Since then, the City has been continuously making efforts to reduce the amount of I/I received by the system through projects designed to remove direct inflow sources and mitigate infiltration.

In April and May 2017, Dover received 10.5 inches of rain. Compared to previous years, the additional precipitation resulted in multiple occasions when sustained peak flows of 10 MGD and more were received at the Dover Wastewater Treatment Facility (WWTF). While the facility is rated to treat peak hourly flows of 20 MGD, elevated flows for sustained periods of time, or multiple wet weather events in a short timeframe, can cause operational challenges.

The City is looking to update its initial I/I Study from 2000 to identify sources contributing to the peak flows experienced by the WWTF during wet weather events. This Plan of Study, including an 8-month flow monitoring period, addresses this need. Based on our discussions with the City, we've developed the following scope of work.

Task A: Pump Station Drawdown Study

1. Perform drawdown test on 12 pump stations (that do not have flow meters).
2. Review and analyze one year of pump station data (15 pump stations).
3. Identify sub-basins with significant I/I to be investigated further.
4. Perform a capacity/storage analysis of the Varney Brook and River Street Pump Stations to consider using in-line storage during rain events, as an interim measure to help mitigate process impacts while the City conducts I/I removal efforts.

This task includes an initial meeting with the City to determine which pump stations will be included in the drawdown testing. Wright-Pierce will perform a site visit to each of the selected pump stations (assumed 12 pump stations for the level of effort estimate), and will perform each

drawdown test with the assistance of the City. In addition to reviewing pump station data for the selected 12 pump stations, one year of flow meter data from the Varney Brook, River Street, and Charles Street Pump Stations will also be analyzed.

Based on the results of the pump station data review, Wright-Pierce will identify sub-sewer sheds with significant I/I for flow metering and/or night-flow isolations. This activity includes a meeting with the City to review and verify the results of the pump station data review.

Separate from the above activities, a capacity/storage analysis will be performed for the Varney Brook and River Street Pump Stations. This work will include a site visit of each location, and a review of the pump station and adjacent sewer interceptor as-built plans and flow meter data.

Task B: Existing Data Review and Analysis

1. Review existing GIS data, sewer maps, sewer models, and sewer as-built plans.
2. Identify locations where existing data is missing and/or incorrect.
3. Develop flow meter monitoring program.

Wright-Pierce will review existing data provided by the City, and determine the best approach to flow monitoring and hydraulic modeling. A map will be developed showing the pipes in the system recommended for the initial hydraulic model setup.

Where record drawing information, GIS or field collected data is not available (or is not reliable) for manholes to be used in the model, the City will collect and provide the necessary elevations.

Wright-Pierce will develop a flow meter monitoring program suitable for the study area and that meets to the goals of the City. Wright-Pierce will meet with the City to review the general placement of the meters prior to field site selection and meter installation.

Task C: Flow Metering Program

1. Implement and monitor flow metering program.
2. Monitor rainfall data (using the existing automatic rain gauge at the Dover WWTF).
3. Perform supplemental night-flow isolations (total of 2 nights).

Wright-Pierce will implement the flow metering program developed during Task B. The flow monitoring network is assumed to consist of 10 meters installed at locations approved by the Owner. The final number and approximate location of meters will be determined through the analyses performed during Tasks A and B. Flow monitoring will be performed for a period of eight (8) months following installation of all flow meters (October 2017 through May 2018). Meters will be set to collect continuous flow data, average, and record at fifteen (15) minute intervals. Data collected will be reviewed, processed, and submitted to the City.

Prior to installation of the flow meters, Wright-Pierce will perform a preliminary site assessment to confirm the feasibility of each flow meter location. All sites will be reviewed with the City and

approved prior to meter installation. A Flow Meter Installation report will be generated for each meter and provided to the City upon completion of the installations.

A minimum of two site visits will be conducted early in the metering program to confirm meters are functioning properly. Subsequent visits will be extended to every month. Additional site visits will be made prior to and following significant rain events or events that may impact meter functionality. It is assumed the City will provide traffic control and site location access when requested during meter installations and site visits.

A sub-consultant will be obtained by Wright-Pierce to perform the following work activities associated with this task: rental and maintenance of flow meters, installation and monitoring of meters, and collection and processing of raw meter data. The fees associated with this fieldwork are included in the Non-Labor Costs table below.

Rainfall data will be provided by the City from an existing rain gauge at the Wastewater Treatment Facility (WWTF). Rainfall data will be reviewed at regular intervals to determine the size and intensity of each storm event collected during the flow monitoring period. A minimum of six (6) to eight (8) rain events of greater than 0.5-inch will be required for the subsequent I/I evaluation.

A total of two (2) nights of flow isolations will be conducted upstream of meters to further define flow conditions within the meter basin. The location and scheduling of each flow isolation will be coordinated with the City prior to occurrence. Wright-Pierce will provide two personnel for each flow isolation, which will be performed with the assistance of City staff.

The flow monitoring data will be collected and reviewed for anomalies monthly. A flow balance will be performed at various points during the monitoring period to compare upstream and downstream flow quantities. Flow meter data will be presented in monthly hydrograph format, including depth, velocity, and flow (gpd).

Task D: I/I Evaluation

1. Perform an I/I analysis of the project area.
2. Determine base sanitary flow, base infiltration, and wet weather impacts.
3. Rank meter basins per the rate of I/I determined during the I/I analysis.

Wright-Pierce will perform an inflow and infiltration analysis of the project area sewer system using data from the flow monitoring program and rain gauge. The analysis will be performed for each meter basin (sub-sewer shed) within the study area. Daily pump station flow data will be provided by the City for I/I evaluation at the stations.

Seasonal dry and wet weather hydrographs will be prepared and used to determine base sanitary flow, base infiltration, and impacts from wet weather events (inflow). Rain events producing greater than 0.5-inch of total rain will be used for the I/I evaluation. A minimum of six (6) to eight (8) rain events that meet this criterion will be required for the evaluation. An online I/I data analysis tool will be utilized for wet and dry weather analyses. The fees associated with the use of this tool have been included in the Non-Labor Costs table below.

Meter basins (sub-sewer sheds) will be ranked per the rate of inflow and infiltration determined during the I/I evaluation. Rates will be normalized to a gallon per day per inch diameter mile (gpd/idm) of sewer for the comparison. Meter basins deemed to have excessive inflow or infiltration will be recommended for additional field investigative work (not included in this contract).

Task E: Hydraulic Modeling

1. Assist the City in selecting a hydraulic modeling software.
2. Develop a computer model for 15-inch and larger diameter sewers (including associated manholes, pump stations, and force mains).
3. Perform dry and wet weather model calibrations.
4. Perform a capacity analysis of the system for selected storm events (total of 6 simulations).

Wright-Pierce will meet with the City to discuss hydraulic modeling software options, specifically ones with GIS compatibility. An allowance has been included in the Non-Labor Costs for the modeling software licenses and first-year software maintenance fees. The model will be transferred to the City upon completion of the work, or at a time requested by the City.

Wright-Pierce will develop the computer model for 15-inch and larger diameter sewers in the City's collection system, including all associated manholes, pump stations, and force mains. Per the City's GIS, there are approximately 400 nodes associated with pipes 15-inch and larger. The network will also include pipe segments smaller than 15-inch where necessary to model the system appropriately. The level of effort associated with this task assumes an estimated 500 nodes, and assumes the City's GIS will be complete with all rim and invert elevations as well as pipe sizes on a common elevation datum. This effort does not include field verification of manhole rim and invert elevations or pipe sizes. In addition, it is assumed that the City will provide capacity and runtime information for the pump stations to be modeled. Runtime information will be required for the time periods during which the flow meters are installed.

This task includes dry and wet weather calibrations of the model, comparing model response with observed data for developed dry and wet weather conditions. One wet weather model and one dry weather model will be maintained. Capacity analyses will be performed for various "design" storm events. The capacity for baseline conditions for the selected storm events will be evaluated for surcharge conditions, model-predicted overflows, and other hydraulic restrictions. The following simulations are anticipated:

- Run 1 – Existing conditions, dry weather.
- Run 2 – Existing conditions, 1-year, 24-hour design storm.
- Run 3 – Existing conditions, 5-year, 24-hour design storm.
- Run 4 – Existing conditions, 10-year, 24-hour design storm.

Task F: Final Report

1. Prepare a draft report of the results from Tasks A, C, D, and E.
2. Meet with the City to review and address comments.
3. Prepare a final report.

Wright-Pierce will prepare a draft report of the results of the Pump Station Drawdown Study, the Flow Monitoring Program, the I/I Evaluation, and the Hydraulic Modeling for review by the City of Dover. A meeting will be held with the City to review the draft report, and to address comments and questions prior to preparation of the final report.

Non-Labor Scope Items

In addition to the above Tasks A through F, Wright-Pierce will assist the City with selecting and purchasing equipment to be utilized for this study, and the ongoing updating of the City's GIS and video inspection of the City's collection system. This equipment included a video inspection camera and an RTK GPS unit. Purchase allowances have been included in our cost estimate for these items.

As noted in Task E, Wright-Pierce will assist the City with selecting a hydraulic modeling software. An allowance has been included in the Non-Labor Costs below for the modeling software licenses and first-year software maintenance fees.

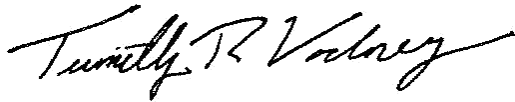
Total Estimated Project Cost Summary:

Task	Fee
A. Pump Station Drawdown Study	\$14,500
B. Existing Data Review and Analysis	\$13,100
C. Flow Metering Program	\$24,700
D. I/I Evaluation	\$19,200
E. Hydraulic Modeling	\$50,800
F. Final Report	\$19,600
Subtotal (Tasks A – F)	\$141,900

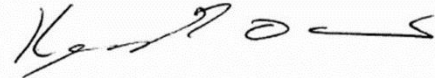
Non-Labor Costs	Cost
1. Flow Metering Fieldwork (Task C)	\$44,000
2. Online Data Analysis Software (Task D)	\$4,800
3. Hydraulic Modeling Software Allowance	\$15,000
4. RTK Unit Purchase Allowance	\$17,000
5. Video Inspection Camera Purchase Allowance	\$20,000
Total Non-Labor Costs	\$100,800

We appreciate this opportunity to provide wastewater engineering services to the City. Once you have had an opportunity to review this proposal, please do not hesitate to call to discuss any aspect further. If these arrangements are acceptable to you, we can prepare final contract documents for execution.

Sincerely,
WRIGHT-PIERCE



Timothy R. Vadney, P.E.
Project Manager /NH Regional Group Leader



Kevin R. Obery, P.E.
Project Manager/Technical Reviewer

cc: D. Steele, City of Dover, Director of Community Services



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2017.08.09 – 098**
Resolution Re: Dover Pudding Hill Aquifer Change Order #1 - Emery & Garrett Groundwater Investigations LLC

- WHEREAS: Emery and Garrett Groundwater Investigations LLC Inc (EGGI) was the awarded firm through [Sealed Bid B13043](#) for hydrogeological consulting services exploration and development of replacement groundwater supply; and
- WHEREAS: City Council awarded a scope of work at costs totaling \$378,830 to EGGI for the development of artificial recharge basins at the Dover Pudding Hill Aquifer via resolution [R-2016.09.28-127](#). EGGI has submitted a proposal for extending the Artificial Recharge Pilot Study for an additional month at a cost of \$48,850.00; and
- WHEREAS: Schnitzer Steel (New England Metal Recycling) has committed to reimbursing the City for 100% of these costs; and
- WHEREAS: Dover purchasing Code 3-36 B: the competitive bid procedure may be waived by a majority vote of the City Council.

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

The Purchasing Agent is hereby authorized to issue a Change Order to Emery and Garrett Groundwater Investigations LLC for the extended pilot study for the development of artificial recharge basins in the amount not to exceed \$48,850.00. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendors, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03571.17	CS Water Exploration	100,000.00	24,017.17
5300.1.300.43320.4757.03571.18	CS Water Exploration	100,000.00	100,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2017.08.09 – 098**
Resolution Re: Dover Pudding Hill Aquifer Change Order #1 - Emery & Garrett Groundwater Investigations LLC

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R – 2017.08.09 – 098**
Resolution Re: Dover Pudding Hill Aquifer Change Order #1 - Emery & Garrett Groundwater Investigations LLC

RESOLUTION BACKGROUND MATERIAL:

At a meeting with NHDES, the State declared the development of artificial recharge basins was not eligible for funding under the terms of the MTBE settlement. The City had reached out to Schnitzer Steel to request their agreement to pay the cost to develop the artificial recharge system as it is needed to insure contaminants from their site do not reach the new replacement well in the future.

Schnitzer Steel had committed to reimbursing the City for 100% of the costs associated with planning, permitting and building the artificial recharge system. EGGI had provided work scopes and detailed cost estimates to the City which was agreed to with Schnitzer Steel and approved by City Council. EGGI is now proposing an additional one month extension of the Artificial Recharge Pilot Study in the amount of \$48,850.00

Scope	Original	C/O 1	Total Contract
Task I: Develop scope of work & fee schedule	\$6,570		\$6,570
Task II: Design & construction of temporary recharge basins	\$117,610		\$117,610
Task III: Design & construction of temporary artificial recharge-discharge system	\$40,350		\$40,350
Task IV: Application for temporary groundwater discharge permit	\$11,185		\$11,185
Task V: Installation of water quality monitoring wells and purchase of pumps	\$103,845		\$103,845
Task VI: Pilot testing of artificial recharge system	\$71,005	\$48,850	\$119,855
Task VII: Application for permanent ground water discharge permit	\$13,315		\$13,315
Task VIII: Other- meetings and public hearings	\$14,950		\$14,950
Total Costs	\$378,830	\$48,850	\$427,680.00

Purchasing Information:

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

Emery & Garrett Groundwater Investigations, LLC

***56 Main Street • P.O. Box 1578
Meredith, New Hampshire 03253***

(603) 279-4425

www.eggi.com

Fax (603) 279-8717

July 28, 2017

Mr. Scott B. Sloan
Vice President - Environmental
Schnitzer Steel Industries, Inc.
23711 63rd Avenue SE
Woodinville, WA 98072

RE: Proposal No. 2106 – Pudding Hill Aquifer Pilot Test – 30 Day Extension

Dear Scott,

Pursuant to our discussion last week at the City of Dover Public Works office, please find herein EGGI's proposal to carry out the Pilot Test for an additional 30 days at the Pudding Hill Aquifer in Dover, New Hampshire. Based on what we have learned to date (as a result of the Pilot Testing performed so far), we believe that it would be extremely important to continue generating a hydraulic mound between the location of the public water supply well sites and the extension of the PFC contamination plume.¹

As demonstrated in our presentation last week, the Pilot Test *appears* to be effective in both treating the surface water in an effective manner *and* in creating a mound that serves to help protect PFC migration towards the Dover Production Wells. At the present time, we believe that sufficient water will be available in the Bellamy River to provide the source water for the Artificial Recharge (AR). However, it is unlikely that we would have the same availability of that source water later in the fall. Therefore, we think it is imperative that we utilize as much of the artificial recharge source water as possible and to the extent possible.

The following work tasks will provide two additional rounds of general field chemistry sampling in the AR well field. This will include analyses of iron, manganese, dissolved oxygen, pH, color, temperature, conductivity, redox potential, UV 254, alkalinity, turbidity, and hardness. In addition, we are also sampling and analyzing filtered UV 254, filtered turbidity, filtered color, filtered iron, and filtered manganese. These data are being used for comparative analyses.

Furthermore, another round of VOCs, 1,4-Dioxane, and PFCs sampling will be conducted at the very end of the Pilot Test. This work will also include EGGI's efforts to try to maintain flow control of the AR input water and manage the discharge into the basins. This work will also include project review, management, and oversight.

¹ The City of Dover has two Production Wells currently out of service, as they are under construction for iron and manganese treatment. Therefore, the use of the Ireland Well is critical to meeting their daily demands.

Lastly this proposal includes our additional work to include these data into a report that would be submitted as part of the AR pilot permitting process.

I hope you find this information responsive to your needs. If you have any questions please do not hesitate to contact me. Thank you for your attention to this important matter.

Best regards,



James M. Emery, P.G.
President/CEO

Enclosures:

Table I

Table II

ESTIMATED COSTS

1. Two rounds of field water sample collection and analyses as described herein. This will include 23 wells sampled on or around August 16 and August 31, 2017. Also EGGI will perform one round of sampling and analyses for PFCs, 1,4-Dioxane, and VOCs in 19 wells\$18,500
2. Additional field labor and direct expenses – sampling, shipping, etc.\$12,500
3. Project management, modeling supervision, flow control.....\$9,350
4. Additional reporting, compilation of data, and analyses of data\$8,500
- Total 1-4\$48,850**

Table I - Revised
Proposed Schedule for Application of Artificial Recharge and Field Water Quality Analyses
Artificial Recharge Assessment - Pudding Hill Aquifer - Dover, New Hampshire

Date	August																														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Day of Test	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121
Monitoring Site																															
DPH-SW1																X															X
Ireland Well																X															X
DPH #1																X															X
DPH-1																X															X
DPH-EX4																X															X
DPH-MW16																X															X
DPH-MW17																X															X
DPH-MW12S																X															X
DPH-MW12D																X															X
DPH-MW13																X															X
DPH-MW20S																X															X
DPH-MW20D																X															X
DPH-MW18																X															X
DPH-15S																X															X
DPH-15D																X															X
DPH-MW6-17																X															X
DPH-MW19																X															X
DPH-MW14																X															X
DPH-MW11																X															X
DPH-5																X															X
DPH-B7																X															X
DPH-4																X															X
DPH-7																X															X

Emery & Garrett Groundwater Investigations, LLC

Table II - Revised
Proposed Analyses for 30-Day Extension of Test
Samples to be Collected on August 30 or 31, 2017
Griffin Well Replacement Project, Dover, New Hampshire

Well ID	Proposed Water Quality Analyses		
	Proposed Analyses associated with 30-Day Extension of Pilot Test		
	Proposed MtBE Funding	NEMR Funding	
	VOCs	1,4 Dioxane	PFC
Production Wells			
DPH #1			
Ireland Well			
Existing Monitoring Wells			
DPH-B5			
DPH-B7			
DPH-EX4			
DPH-MW2D			
DPH-MW6			
DPH-MW11			
DP 105			
MtBE Monitoring Wells			
DPH-MW1-17			
DPH-MW2-17			
DPH-MW3-17			
DPH-MW4-17			
DPH-MW5-17			
DPH-MW6-17			
DPH-MW7-17			
DPH-MW8-17			
DPH-MW9-17			
DPH-MW10-17			
Total	19	19	19



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2017.08.09 – 099**

Resolution Re: Bobcat Compact Track Loader, National Joint Powers
Alliance Bid RFP042815

WHEREAS: The City of Dover is a member of the National Joint Powers Alliance (NJPA) and therefore may purchase utilizing any of their agreements. The NJPA solicited bids and has entered into an agreement #042815 CEC with Bobcat for various pieces of construction equipment. One of the categories awarded to them is for compact track loaders and accessories. The City of Dover reached out to the local distributor in Chichester, NH for pricing of one T450 T4 Bobcat Compact Track Loader with attachments and received pricing in the amount of \$44,970.00; and

WHEREAS: The City Council approved the utilization of the NJPA agreement with Bobcat using the local distributor, Bobcat of NH in Chichester for the loader and attachments in the total amount of \$44,970.00 via Resolution [R-2016.10.12-134](#); and

WHEREAS: Bobcat of NH, Inc has again offered the same equipment at same pricing of \$44,970.00. It is the recommendation to award to Bobcat of NH as outlined.

WHEREAS: Per Administrative Code Chapter 3 Article III 3-37B Exemptions to Competitive Bidding: Purchases made through the State of NH, other governmental agencies, and cooperative buying groups.

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 Bobcat of NH Inc. of Chichester, NH for a new T450 T4 Bobcat compact track loader and accessories at rates provided in conjunction with the NJPA contract. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4743.03512.16	Water Equipment	33,000	24,068
5320.1.300.43250.4743.04512.16	Sewer Equipment	33,000	33,000

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2017.08.09 – 099**
Resolution Re: Bobcat Compact Track Loader, National Joint Powers
Alliance Bid RFP042815

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.10.

Resolution Number: **R – 2017.08.09 – 099**
Resolution Re: Bobcat Compact Track Loader, National Joint Powers
Alliance Bid RFP042815

RESOLUTION BACKGROUND MATERIAL:

In an effort to obtain standardization, reliability, best costs, best return policies, training and ongoing support after maintenance expiration, the City wishes to utilize this agreement with Bobcat of NH.

Bid Information:

NJPA bid RFP042815-CEC discounted 24-26%. The Purchasing Agent may, with approval by the City Manager, waive the bidding procedure when purchasing can be accomplished through the State of NH, or at State bid prices, other governmental agencies or cooperative buying group.

Per City of Dover Purchasing Code: Exemptions 3-37G. Purchases under extensions of contracts when the same or lower price is extended for another year or part of a year.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Delivered	Estimated Delivery:	4 weeks
Recommended Award to:	Bobcat of NH Chichester	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B17017 BobCat Quote for 2nd Unit](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2017.08.09 – 100**
Resolution Re: Office Supplies WB Mason

WHEREAS: The City of Dover in collaboration with the State of NH and several other NH communities combined office supply expenditures and formed a co-operative purchasing request for bid # 1978-17 for a three year contract for office supplies from July 22, 2017 through July 21, 2020; and

WHEREAS: Four bids were received and low bid was received from WB Mason of Manchester, NH. It is the recommendation of the group to award to WB Mason and the State of NH has released a contract #8002185 with WB Mason; and

WHEREAS: It is the recommendation to award to WB Mason. The City anticipates expenditures to exceed \$25,000 threshold, thereby requiring council approval.

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

The Purchasing Agent is hereby authorized to issue Purchase Orders to WB Mason of Manchester, NH for office supplies at rates provided in conjunction with State of NH contract # 8002185. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4611.xxxx	Office Supplies	111,355	95,866
xxxx.1.xxx.xxxxx.4612.xxxx	Operating Supplies	838,597	661,779

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2017.08.09 – 100**
Resolution Re: Office Supplies WB Mason

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2017.08.09 – 100**
Resolution Re: Office Supplies WB Mason

RESOLUTION BACKGROUND MATERIAL:

The City of Dover in collaboration with the State of NH and several other NH communities combined our office supply expenditures and formed a co-operative purchasing request for bid for a three year contract for office supplies. Along with the State of NH, participating communities include Dover, Concord, Keene, Manchester, Laconia, and Nashua. Vendors were asked to provide unit pricing on commonly purchased items as well as tier pricing discounts. The City currently utilizes WB Mason so implementation will be seamless. It is simply a matter of the vendor setting rate/discount structure to our account.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	By State NH	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Three year term	Estimated Delivery:	As needed
Recommended Award to:	WB Mason	Fund:	Various
Other Approvals Required:	State of NH award	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

[B18009 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.12.

Resolution Number: **R – 2017.08.09 – 101**
Resolution Re: Books & Media Purchases

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

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

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

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

Financing

Account	Description	Appropriation	Balance
1000.1.390.45500.4748.00000	Library Books and Publications	107,915	106,195

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.12.

Resolution Number: **R – 2017.08.09 – 101**
Resolution Re: Books & Media Purchases

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor 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.12.

Resolution Number: **R – 2017.08.09 – 101**
Resolution Re: Books & Media Purchases

RESOLUTION BACKGROUND MATERIAL:

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

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	NA
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	As contracted	Estimated Delivery:	As needed
Recommended Award to:	Baker & Taylor, Inc	Fund:	Library books and Publications
Other Approvals Required:	State of NH	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.13.

Bid Number: **R -2017.08.09 – 102**
Bid Description: Various Senior Center Trips

WHEREAS: The Senior Center Travel Supervisor has a schedule of possible trips for the remainder of calendar year 2017 through the beginning of 2018. A list and estimated costs are outlined in the background section of this resolution. The Senior Center Travel Supervisor obtains pricing information for these trips as scheduled; and

WHEREAS: In order to maximize the size of the group as well as to address any last minute cancellations, the travel agents keep the registration open as long as the tour company allows. Sometimes the end date of the registration period and determination of a final price falls after the deadline for the next City Council meeting agenda so the City is not always able to get the resolution to the Council before the trip departs; and

WHEREAS: Revenue is collected and deposited into the special revenue account for the Senior Center and expensed out as needed for various trips. Since the costs are paid for by the traveler, they wish to pick the tour companies they will use.

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

Per 3-36.B. The sealed competitive bid procedure may be waived by a majority vote of the City Council.

The Purchasing Agent is hereby authorized to issue purchase orders for travel services at rates obtained by the Senior Center Travel Supervisor. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
3410.1.350.45126.4443.00000	McConnell Senior Travel Programs	106,023	101,231

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.13.

Bid Number: **R -2017.08.09 – 102**
Bid Description: Various Senior Center Trips

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.13.

Bid Number: **R -2017.08.09 – 102**
Bid Description: Various Senior Center Trips

BACKGROUND MATERIAL:

This is a blanket resolution for the Senior Center trips using Coach Company, Fox Tours, Best of Times Travel and Yankee Tours as needed. The Senior Center travel supervisor obtains pricing information for trips the Dover Senior Center wishes to take that are run annually and have a consistent group of travelers and a set of travel and accommodation expectations that the travelers strive to meet.

In order to maximize the size of the group as well as to address any last minute cancellations, the travel agents keep the registration open as long as the tour company allows. Sometimes the end date of the registration period and determination of a final price falls after the deadline for the next City Council meeting agenda so the City is not always able to get the resolution to the Council before the trip departs.

Coach Company

Monthly Mohegan Sun/Foxwoods (~\$1,070/mo)

Fox Tours:

July 20th: Casablanca by the Sea (~\$4K)
August 10th: Charles River Cruise (~\$8K)
September 14th: Red Sox (~\$5K)
September 24th: Les Miserables @ PPAC (~\$5K)
October 10th: Indian Princess (~\$5K)
October 18th: Newport Rail (~\$8K)
November 5-6th: Casino Escape (~\$8K)
December 31st: New Year's @ Noon (~\$4K)
2018 day trips are not out and confirmed yet

Best of Times Travel

TBD – 2 possible 2018 day trips, including St. Patrick's Day trip in March – approx. (\$3-\$4K each)

Yankee Tours:

Daytona – Feb 2018 (Between \$20K & \$40K depending on traveler numbers)

Purchasing Information:

Type:	Purchase order	Advertised:	no
Invitations Mailed:	N/A	Number of Responses:	na
Warranty:	na	Terms:	Net 30,
Work Bonded:	No	Contract:	No
Prices will hold for	Until Trip date	Estimated Delivery:	2017-2018
Recommended Award to:	Various	Fund:	3410
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for City Manager Approval:	Waive sealed bidding procedure



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2017.08.09 – 103**

Resolution Re: Acceptance of Development Agreement Between the City of Dover and 104 Washington Street, LLC

- WHEREAS: The City of Dover is committed to development as part of its economic development goals and objectives in order to create a vibrant city; and
- WHEREAS: 104 Washington Street, LLC (also “Developer”), the owner of property located at Tax Map 2, Lots 4, 5, 6, 6A, 7, 8, 8A, and 9, consisting of 1.15 acres +/- along Washington Street, Locust Street, and Chestnut Street (commonly known as the “Robbins Block”), is interested in redeveloping the property to the highest and best use; and
- WHEREAS: City staff is negotiating a Development Agreement between 104 Washington Street, LLC and the City of Dover for the redevelopment of the property. The redevelopment of the property is projected to be valued at a minimum of \$11,000,000.00 by Tax Year 2024, which would serve as the Guaranteed Tax Assessment Value for the project site; and
- WHEREAS: Upon Planning Board approval of the development project, satisfaction of conditions precedent, and the passing of any relevant appeal periods, the City would convey the City Parking Lot, known as Map 2, Lots 2 and 3 to the Developer for \$1.00; and
- WHEREAS: The Developer would bear the costs to design and financially contribute to the installation of improvements to the intersection of Chestnut Street and Washington Street, and make parking improvements along the Washington Street side of the project, conveying any new roadway/parking areas to the City; and
- WHEREAS: The Developer hopes to take advantage of the provisions of RSA 79-E, recently enacted by the City Council; and
- WHEREAS: The property will be redeveloped in a manner consistent with the City's Master Plan, and consistent with a pro-diverse economic development policy endorsed by the Dover Business and Industrial Development Authority and Planning Board.

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

The City Manager is authorized to enter into a Development Agreement with 104 Washington Street, LLC related to development of the property along Washington Street, Locust Street, and Chestnut Street, Tax Map 2, Lots 4, 5, 6, 6A, 7, 8, 8A, and 9, consistent with the attached Term Sheet and to sign documents to be recorded with the Registry of Deeds, including any deed(s) and/or easement(s), consistent with the terms of the Development Agreement.

REFER TO A PUBLIC HEARING



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2017.08.09 – 103**

Resolution Re: Acceptance of Development Agreement Between the City of Dover and 104 Washington Street, LLC

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:
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.		

RESOLUTION BACKGROUND MATERIAL:

See attached Development Agreement Term Sheet.

TERM SHEET

The City of Dover, New Hampshire (“City”) and 104 Washington Street, LLC (the “Developer”) (collectively the “Parties”) intend to enter into a Development Agreement concerning the development of certain properties in Dover, New Hampshire that the Developer owns. This Term Sheet supplements and expands the agreements in place between the City and the current Owner of the relevant properties, as described herein.

1. The Developer seeks to develop the properties known as Map 2, Lots 4, 5, 6, 6A, 7, 8, 8A and 9, consisting of 1.15 acres, more or less, and which front along Washington Street between Locust Street and Chestnut Street (the “Project Site”) in Dover, New Hampshire. The Developer intends to develop the Project Site in such a way that it is more likely than not that upon completion, the assessed value of the Project Site will meet or exceed the Guaranteed Tax Assessment Values described in section 10. A more detailed agreement will be signed by the Parties with the terms set forth herein and additional terms as may be necessary and/or customary (the “Development Agreement”).
2. The City and the Developer agree that this Term Sheet supplements and expands agreements between the City and the Owner (RICHARD L. ROBBINS, STANLEY B. ROBBINS AND JUDITH E. WEISNER, Trustees of the SIDNEY ROBBINS FAMILY TRUST, a New Hampshire irrevocable trust and 104 WASHINGTON STREET LLC). The Owner’s duties and rights to develop the Project Site will be transferred/assigned to the Developer pursuant to a purchase and sales agreement between the Developer and the Owner. Provisions from those agreements all continue in full force and effect, except as otherwise provided in the forthcoming Development Agreement. Those agreements and this Term Sheet shall be read in concert and interpreted, whenever possible, in accord so as to give full force and effect to their terms.
3. The Developer shall obtain final, unappealable site plan approval for the full build-out of the Project Site, including development of the City Parking Lots by December 1, 2017, unless extended with the consent of the City which shall not be unreasonably withheld. If such approvals lapse for a period in excess of thirty (30) days, either party may terminate their obligations or the parties may provide for additional time, depending on the circumstances at that time.
4. In the event that the development of the Project Site is approved by the Dover Planning Board, all conditions precedent related to such approval have been satisfied, and all applicable appeal periods have expired, the City shall convey, by quitclaim deed, the parcels known as Map 2 lots 2 and 3 (the “City Parking Lots”) to the Developer for \$1.00. The City shall retain a right of reverter should the project not be completed.
5. Prior to the signing of the Development Agreement, and at Developer’s cost, the Developer shall have its engineer design the improvements for the intersection of Chestnut Street and Washington Street, as well as parking spaces on the Washington Street side of the Project Site (the “Off Site Improvements”) to the satisfaction of the City. The amount and location of property to be conveyed to the City shall be agreed to by the Developer and the City. The City Engineer and the Developer’s engineer shall determine the costs of the Off Site Improvements on or before September 1, 2017. If the Off Site Improvement Costs are acceptable to Developer in its sole discretion, then the Developer shall contribute a sum equal to two hundred thousand one hundred and forty-eight dollars (\$200,148.00). Furthermore, the Developer shall also contribute a sum equal to one hundred thousand

three hundred fifty two dollars (\$100,352) to the City in lieu of the residential public safety impact fees for the project. Failure to timely provide the Contribution shall result in termination of the Development Agreement.

6. Once the Contribution has been delivered to the City by the Developer, the City shall cause the commencement of construction of the Off Site Improvements, using said Contribution, by no later than one (1) year following the receipt of the Contribution, and shall cause the Off Site Improvements to be diligently completed. The City shall supervise the construction of the Off Site Improvements, and may employ third party construction managers, to assist with such supervision. The Developer shall not be responsible for any costs associated with the Off Site Improvements in excess of the Contribution, and the City shall bear all costs in excess of the Contribution. If any portion of the Contribution remains following satisfactory completion and acceptance of such Off Site Improvements by the City, such portion shall be remitted to the Developer.
7. No construction work on the Project Site shall be commenced until the entirety of the existing building on the Project Site is demolished and the City is conveyed all property required to accommodate the Off Site Improvements, including the land required to accommodate the Chestnut Street-Washington Street intersection improvements.

No Building Permit shall be issued for construction of a new structure on the Project Site, prior to the payment of the Contribution by the Developer.

The parking spaces shall be metered and managed as part of the City's parking management program.

8. The Developer seeks to contribute value in excess of One hundred and Eleven Thousand three hundred and sixty dollars (\$111, 360) towards the creation of a park located at the intersection of Locust and Chestnut Street with any unused funds being allocated for improvements to the Veteran's Memorial Park on the McConnell Center lawn.
9. The Developer shall hold meetings with the abutters prior to the Planning Board approval, commencement of construction and the issuance of a building permit. These meetings shall be noticed to the City, and use the same abutter list generated for the site plan submission to the Planning Board. The Developer shall invite the City and provide a copy of the attendance list to the City upon completion of the meeting.
10. As part of the development of the Project Site, the Developer desires to enter into a five year period where the taxes for the Project Site shall be set, as per New Hampshire RSA 79-E, at the assessed value for the Project Site in place at the time of the signing of this Term Sheet. The Dover City Council has enacted the provisions of RSA 79-E, and the Developer, at its election, may apply for such tax relief. Adoption of RSA 79-E by the City is not a guarantee that the City will grant the Developer such requested relief if the application fails to meet requirements under RSA 79-E. Any tax relief granted shall be consistent with and in compliance with RSA 79-E. If granted, the period of tax relief pursuant to RSA 79-E shall commence upon the issuance of the first certificate of occupancy for any building to be developed on the Project Site (including a partial certificate of occupancy for that building); the parties agreeing that such certificate or partial certificate constitutes completion of a replacement structure for purposes of RSA 79-E:5.

- a. Beginning with Tax Year 2024 (assessment as of April 1, 2023 and first payment due December 1, 2023) the minimum Guaranteed Tax Assessment Value for the Project Site shall be eleven million dollars (\$11,000,000.00). In Tax Year 2024 and each relevant tax year thereafter if the actual tax assessment is less than the Guaranteed Tax Assessment Value, the Developer shall owe and pay the tax shortfall to the City as if the Project Site was assessed at the Guaranteed Tax Assessment Value.
- b. The parties acknowledge that upon issuance of certificates of occupancy for the improvements developed on the Project Site, the City will establish the actual assessment value of each respective improvement for which a certificate of occupancy is sought. During the period that the Guaranteed Tax Assessment Value for the Project Site is in place, if the actual assessment value for the Project Site decreases more than twenty-five percent (25%) from the most recent establishment of the actual assessment value of the Project Site in any five year period, and provided that the resulting actual assessment value is less than the Guaranteed Tax Assessment Value, the parties agree to discuss whether and how to continue with the Developer's obligations to pay ad valorem taxes based on the Guaranteed Tax Assessment Value for the Project Site, but the City is not required to grant any such relief.

The Guaranteed Tax Assessment Value obligations set forth above, shall replace those obligations pertaining to Guaranteed Assessed Value in Section 5.01 of the Development Agreement referenced above in Paragraph 2. This document will be an exhibit in the final agreement reached between the parties.

11. The Developer shall convey to the City a Performance Mortgage or other such surety satisfactory to the City, to secure the Developer's Guaranteed Tax Assessment obligations.
12. The City Manager shall obtain approval to execute a Development Agreement consistent with the terms and conditions in this term sheet. Any terms or conditions in the Development Agreement that represent changes or additions to the terms and conditions in this term sheet shall be subject to the consent and approval of the City, acting by and through its City Manager. Changes or additions considered material by the City Manager, in the City Manager's sole discretion, shall require approval by the City Council.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2017.08.09 – 104**
Resolution Re: **Operation of Keno Games in Dover**

- WHEREAS: Earlier this year the New Hampshire State Legislature passed, and the Governor signed into law, SB 191, an act establishing keno and relative to funding for kindergarten; and
- WHEREAS: The legislation establishes keno in New Hampshire, as well as a program to provide grants to kindergarten students from the education trust fund under RSA chapter 198; and
- WHEREAS: Funds raised through the operation of keno games would be credited to the education trust fund and be used to provide additional funding to communities offering full-day kindergarten; and
- WHEREAS: Funds from the State education trust fund to the City of Dover for full-day kindergarten will benefit the City of Dover and its residents; and
- WHEREAS: Pursuant to the legislation any town or city may allow the operation of keno games within its boundaries according to the provisions of the legislation; and
- WHEREAS: The question of whether keno should be allowed within the City of Dover should be placed before Dover voters at this year's municipal election consistent with the legislation.

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

That the question of whether to allow keno within the City of Dover shall be placed on the official ballot at the regular municipal election on November 7, 2017; and

That the wording of the question on the official ballot shall be: "Shall we allow the operation of keno games within the City of Dover?"; and

That the City Council shall hold a public hearing on the ballot question at its first regular meeting in October 2017, which is anticipated to be October 11, 2017, which is at least 15 days, but not more than 30 days, before the municipal election on November 7, 2017

REFERRED TO A PUBLIC HEARING ON AUGUST 23, 2017

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by: Mayor Karen Weston
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 – 2017.08.09 – 104**
Resolution Re: **Operation of Keno Games in Dover**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See SB 191 (2017) attached.

CHAPTER 229
SB 191-FN - FINAL VERSION

03/30/2017 1190s
4May2017... 1516h
1Jun2017... 2022h
06/22/2017 2369CofC

2017 SESSION

17-0138
04/06

SENATE BILL ***191-FN***

AN ACT establishing keno and relative to funding for kindergarten.

SPONSORS: Sen. Watters, Dist 4; Sen. D'Allesandro, Dist 20; Sen. Feltes, Dist 15; Sen. Hennessey, Dist 5; Sen. Kahn, Dist 10; Sen. Lasky, Dist 13; Sen. McGilvray, Dist 16; Sen. Reagan, Dist 17; Sen. Soucy, Dist 18; Sen. Ward, Dist 8; Sen. Woodburn, Dist 1; Rep. Gile, Merr. 27; Rep. Grenier, Sull. 7; Rep. Bates, Rock. 7

COMMITTEE: Education

AMENDED ANALYSIS

 This bill establishes keno in New Hampshire and establishes a program to provide grants to kindergarten students.

Explanation: Matter added to current law appears in ***bold italics***.
 Matter removed from current law appears ~~[in brackets and struckthrough.]~~
 Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

CHAPTER 229
SB 191-FN - FINAL VERSION

03/30/2017 1190s
4May2017... 1516h
1Jun2017... 2022h
06/22/2017 2369CofC

17-0138
04/06

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Seventeen

AN ACT establishing keno and relative to funding for kindergarten. .

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 229:1 New Subdivision; Keno. Amend RSA 284 by inserting after section 40 the following new
2 subdivision:

Keno

4 284:41 Definition. In this subdivision, “keno” means any game where a player purchases a
5 ticket from a field of 80 numbers and selects a specific amount of numbers. A random number
6 generator employed by the lottery commission chooses 20 numbers at random and the player is paid
7 out against his or her original wager.

8 284:42 Administration and Enforcement. The lottery commission shall administer and enforce
9 this subdivision in any town or city that has voted to allow such gaming.

10 284:43 Rulemaking. The lottery commission shall adopt rules, pursuant to RSA 541-A, relative
11 to:

- 12 I. The application procedure for keno licenses.
13 II. Information to be required on license applications.
14 III. Procedures for a hearing following the revocation of a license.
15 IV. The operation of keno games, including types and amounts of wagers.
16 V. Information required and forms for submission of financial reports.
17 VI. Guidelines for licensees under this subdivision to set transaction limits for daily,
18 weekly, and monthly play of keno for individual keno players.

19 284:44 License Fees.

20 I. The license fee for a commercial premises keno license issued under RSA 284:46 shall be
21 \$500 per year. Such fee shall be submitted to the lottery commission at the time the application is
22 made and shall be refunded if the application is denied.

23 II. All net proceeds collected by the lottery commission under this section shall be deposited
24 in the education trust fund established in RSA 198:39.

25 284:45 License Applications.

26 I. Applications shall be submitted to the lottery commission by the licensee. Proof of
27 authority to submit the application on behalf of the licensee may be required.

28 II. Applications shall be made only on the forms supplied to the licensee by the lottery

CHAPTER 229
SB 191-FN - FINAL VERSION
- Page 2 -

1 commission.

2 III. The application form shall be fully completed by the licensee.

3 IV. Applicants for commercial premises keno licenses shall be submitted at least 30 days
4 before the first game date.

5 V. The applicant shall certify under oath that:

6 (a) The information provided on the application is accurate.

7 (b) Neither the applicant nor any employee will operate keno games if such person has
8 been convicted of a felony within the previous 10 years which has not been annulled by a court, or a
9 misdemeanor involving falsehood or dishonesty within the previous 5 years which has not been
10 annulled by a court, or has violated the statutes or rules governing charitable gaming in this or any
11 state.

12 (c) The applicant and any employee who will be participating in the operation of the
13 keno games is aware of all statutes and rules applicable to the operation of keno games.

14 VI. To be eligible for licensure under this subdivision an applicant shall:

15 (a) Document that it is one of the following:

16 (1) A restaurant or hotel holding a valid liquor license under RSA 178:20, II,
17 RSA 178:21, II(a) or (b), or RSA 178:22, V(q).

18 (2) A brew pub holding a valid liquor license under RSA 178:13.

19 (3) A ballroom holding a valid liquor license under RSA 178:22, V(c).

20 (4) A veterans' club, private club, or social club holding a valid liquor license under
21 RSA 178:22, V(h).

22 (5) A convention center holding a valid liquor license under RSA 178:22, V(i).

23 (6) A hotel holding a valid liquor license under RSA 178:22, V(k).

24 (7) A racetrack holding a valid liquor license under RSA 178:22, V(n).

25 (8) A sports recreation facility holding a valid liquor license under RSA 178:22, V(v).

26 (b) Document that the keno games will only be operated in towns and cities that have
27 voted to allow the operation of keno games pursuant to RSA 284:51.

28 (c) Maintain a current list of employees.

29 (d) Document that no minor under the age of 18 shall be allowed to purchase or redeem
30 a keno ticket.

31 VII. A suspension or revocation of a liquor license shall result in the immediate suspension
32 of the keno license issued under this chapter.

33 284:46 License; Issuance.

34 I. Upon receipt of an application under RSA 284:45 the lottery commission shall review the
35 application and shall, in writing, grant or deny the application within 45 days of receipt.

36 II. The lottery commission shall deny a license application for any one of the following
37 reasons:

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1 (a) The license of the applicant has been previously revoked by the commission.

2 (b) The applicant has been convicted of a crime provided for in this chapter or in any
3 other chapter for any gaming offense.

4 (c) The applicant loses his or her liquor license after submitting the application.

5 III. No person who has been convicted of a felony or class A misdemeanor within the
6 previous 10 years which has not been annulled by a court, or a class B misdemeanor within the past
7 5 years which has not been annulled by a court, or who has violated any of the statutes or rules
8 governing charitable gambling in the past in this or in any other state shall be licensed under this
9 subdivision, or rent, lease, sublease, or otherwise provide any hall or keno paraphernalia for the
10 conduct of keno licensed under this subdivision.

11 IV. The lottery commission shall only issue a license for an eligible location where keno
12 tickets shall be sold and the game played within the area apportioned to distribute beverages
13 pursuant to RSA 284:45. The lottery commission shall control the installation of the keno ticket
14 terminals and ensure that the sale of the tickets is limited to the area apportioned to distribute
15 beverages pursuant to RSA 284:45.

16 284:47 Operation of Keno Games.

17 I. A licensee may operate keno games at its business between the hours of 11 a.m. and 11
18 p.m.

19 II. A licensee may retain 8 percent of the proceeds from keno games. Of the remaining 92
20 percent:

21 (a) One percent shall be paid to the department of health and human services to
22 support research, prevention, intervention, and treatment services for problem gamblers.

23 (b) The remainder, less the administrative costs of the lottery commission and prize
24 payouts, shall be deposited in the education trust fund established in RSA 198:39.

25 III. No person who has been convicted of a felony or class A misdemeanor within the
26 previous 10 years which has not been annulled by a court, or a class B misdemeanor within the past
27 5 years which has not been annulled by a court, or who has violated any of the statutes or rules
28 governing charitable gambling in the past in this or any other state shall operate a keno game
29 licensed under this subdivision, or rent, lease, sublease, or otherwise provide any hall or keno
30 paraphernalia for the conduct of keno licensed under this subdivision.

31 IV. No one under the age of 18 years shall be allowed to purchase or redeem a keno ticket.

32 284:48 Financial Reports and Inspection Required.

33 I. Any person which has been licensed to conduct keno games shall submit a complete
34 financial report to the lottery commission for each license issued under RSA 284:46 within 15 days
35 after the expiration of each license, provided, however, a complete monthly financial report shall be
36 submitted in a timely fashion to the commission for each month covered by a license issued under
37 RSA 284:46 on a form to be approved by the lottery commission.

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1 II. All licensees shall maintain a separate checking account for the deposit and
2 disbursement of all income relating to keno, except cash prizes awarded at the games. All expenses
3 shall be paid by check, and all prizes of \$500 or more shall be paid by check. No keno funds shall be
4 commingled with other funds of the licensee. The licensee shall retain all canceled checks for the
5 payment of expenses and prizes for at least 2 years from the date of the check. The licensee shall
6 not cash checks which it issues.

7 III. All financial reports filed by the licensee shall be maintained by the lottery commission
8 for a period of one year from the date of filing and shall be open to public inspection.

9 IV. All financial records pertaining to the operation of keno games shall be maintained by
10 the licensee and shall be made available to representatives of the lottery commission or of the
11 commissioner of the department of safety upon request.

12 V. A licensee which has been licensed to conduct keno games shall maintain complete and
13 accurate documentation of all revenues and expenses contained in the financial reports for at least 2
14 years from the date the financial report is filed.

15 284:49 Suspension; Revocation. The commission may suspend or revoke the license of any
16 licensee who violates any provision of this subdivision. Any licensee whose license is revoked shall
17 not be eligible for licensure for a period of up to one year from the date of revocation.

18 284:50 Rehearing and Appeal. Any person aggrieved by a decision of the commission to deny or
19 revoke a keno license may apply to the commission for a rehearing within 15 business days of the
20 decision. Rehearings and appeals shall be governed by RSA 541.

21 284:51 Local Option.

22 I. Any town or city may allow the operation of keno games according to the provisions of
23 this subdivision, in the following manner:

24 (a) In a town, the question shall be placed on the warrant of an annual town meeting
25 under the procedures set out in RSA 39:3, and shall be voted on a ballot. In a city, the legislative
26 body may vote to place the question on the official ballot for any regular municipal election, or, in
27 the alternative, shall place the question on the official ballot for any regular municipal election
28 upon submission to the legislative body of a petition signed by 5 percent of the registered voters.

29 (b) The selectmen, aldermen, or city council shall hold a public hearing on the question
30 at least 15 days but not more than 30 days before the question is to be voted on. Notice of the
31 hearing shall be posted in at least 2 public places in the municipality and published in a newspaper
32 of general circulation at least 7 days before the hearing.

33 (c) The wording of the question shall be substantially as follows: "Shall we allow the
34 operation of keno games within the town or city?"

35 II. If a majority of those voting on the question vote "Yes," keno games may be operated
36 within the town or city.

37 III. If the question is not approved, the question may later be voted upon according to the

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provisions of paragraph I at the next annual town meeting or regular municipal election.

IV. A municipality that has voted to allow the operation of keno games may consider rescinding its action in the manner described in paragraph I of this section.

V. The lottery commission shall maintain a list of municipalities where keno is available.

229:2 Application of Receipts; Education Trust Fund. Amend RSA 6:12, I(b)(65) to read as follows:

(65) Money received under RSA 77-A, RSA 77-E, RSA 78, RSA 78-A, RSA 78-B, RSA 83-F, ***RSA 284:44 and RSA 284:47***, and from the sweepstakes fund, which shall be credited to the education trust fund under RSA 198:39.

229:3 Education Trust Fund; Keno Profits Added. Amend RSA 198:39, I(k) to read as follows:

(k) Funds collected and paid over to the state treasurer by the lottery commission pursuant to RSA 284:44 and RSA 284:47.

(l) Any other moneys appropriated from the general fund.

229:4 New Section; School Money; Kindergarten Grants. Amend RSA 198 by inserting after section 48-b the following new section:

198:48-c Kindergarten Grants.

I.(a) For fiscal year 2019, in addition to any funds received pursuant to RSA 198:40-a, in the first year that a school district or chartered public school that operates an approved full-day kindergarten program, the commissioner of the department of education shall calculate and distribute a grant of \$1,100 per kindergarten pupil based on the enrollment number of eligible full-day kindergarten pupils on the first day of the school year. The superintendent, or designee, shall certify the enrollment number of kindergarten pupils to the commissioner.

(b) For fiscal year 2019, once pupils enrolled in an approved full-day kindergarten program have been counted in the school district's average daily membership in attendance as defined in RSA 198:38, I, a school district, or a chartered public school based on its kindergarten average daily membership enrollment number, shall receive, in addition to any funds received pursuant to RSA 198:40-a, an additional grant of \$1,100 per kindergarten pupil attending a full-day kindergarten program. The commissioner shall certify the amount of the grant to the state treasurer and direct the payment thereof from the education trust fund established in RSA 198:39 to the school district or chartered public school.

(c) Grants shall be disbursed to a school district pursuant to the distribution schedule in RSA 198:42 and to a chartered public school pursuant to the distribution schedule in RSA 194-B:11, I(c).

(d) The amount necessary to fund the grants under this section is hereby appropriated to the department from the education trust fund. The governor is authorized to draw a warrant from the education trust fund to satisfy the state's obligation under this section.

II. A school district or chartered public school that operates an approved full-day

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1 kindergarten program for which it receives funding under this section shall permit a pupil to attend
2 kindergarten for a half-day.

3 III.(a) For fiscal year 2020 and each fiscal year thereafter, in addition to any funds received
4 pursuant to RSA 198:40-a, the department of education shall distribute a total kindergarten grant,
5 pursuant to RSA 198:40-a, for the remaining 1/2 of each average daily membership not counted
6 under RSA 198:40-a to each school district or chartered public school that operates an approved full-
7 day kindergarten program. If the amount of revenue raised through keno is insufficient to fully
8 fund the distribution of grants under this section, the revenue shall be prorated proportionally
9 based on entitlement among the districts entitled to a grant. The prorated portion of this grant
10 shall not be less than the per pupil amount disbursed under paragraph I(b).

11 (b) Grants shall be disbursed to a school district pursuant to the distribution schedule
12 in RSA 198:42 and to a chartered public school pursuant to the distribution schedule in RSA 194-
13 B:11, I(c).

14 (c) The amount necessary to fund the grants under this paragraph is hereby
15 appropriated to the department from the education trust fund. The governor is authorized to draw
16 a warrant from the education trust fund to satisfy the state's obligation under this section.

17 229:5 Applicability. Kindergarten grants pursuant to RSA 198:48-c as inserted by section 4 of
18 this act shall not be disbursed before July 1, 2018.

19 229:6 Effective Date. This act shall take effect July 1, 2017.

Approved: July 12, 2017
Effective Date: July 01, 2017

