



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: McConnell Center, Room 306
Meeting Date: **Wednesday, August 9, 2017**
Meeting Time: **To follow Regular Meeting**

1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gagnon, Councilor Gasses, Councilor Greenshields, Councilor Shanahan, and Councilor Thibodeaux.

Absent: Councilor O'Connor.

Also Present: City Manager Joyal and City Clerk Lavertu.

5. CITIZEN'S FORUM

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

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

6. DISCUSSIONS

A. CITY MANAGER EXPECTATIONS FOR FISCAL YEAR 2018

Mayor Weston asks the Council if they had any recommendations.

Councilor Gagnon, referring to handout, said the five goals were fine and talked about possible adding sustainability as #6, and a discussion ensued on how to do that.

Deputy Mayor Carrier said the goals of the City Manager should parallel with the goals of the City Council.

Councilor Greenshields spoke about the new High School being scheduled for completion in the Fall of 2018, and it should be part of the City Manager's radar to make sure that it's successful.

Mayor Weston talked about her concerns regarding debt service that the City is taking on. She referred to Item 4, which she felt was too broad, and wanted to add the City Manager keep the Council updated on the impact of the City's debt service and credit rating.

Councilor Ciotti recommended a quarterly report on the debt service and where the City is at. He also asked for a follow-up report on the audit and if recommended improvements were made.

Mayor Weston said the list didn't include "Comments", and would like it added.



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City Manager Joyal referred to the comment regarding points of emphasis. He said he would redraft the list to show the general five goals, but add the points the Council wants to address: successful opening of the High School, debt service and financial policies, affordability to residents, sustainability, financial concerns, internal controls measures and changes, and just continue to strengthen the City Manager/Council partnership.

Councilor Gagnon again stated that he wanted a goal for sustainability. Councilor Greenshields agreed with Councilor Gagnon. She said she was amazed the City didn't have a power purchase agreement with a renewable energy source. Councilor Gagnon said he would wordsmith some language and send it out to the Council.

Mayor Weston asked to go down the list. She asked the Council if they had points of emphasis for Item 1. "Customer-Focused Outcomes: Ensure overall municipal service delivery remains responsive to needs of community and that response time to citizen concerns is reasonable."

Councilor Gagnon said they've already mentioned the successful opening of the High School, but added the Customer Service Center too.

Mayor Weston asked about Item 2. "Product & Process Outcomes: Ensure overall municipal services meet and/or exceed the highest industry standards given the resources available."

Councilor Ciotti recommended the change of "given" to "using".

City Manager Joyal explained why it should remain "given".

Mayor Weston asked about Item 3. "Leadership & Governance Outcomes: Effectively continue to communicate with the community at large through various means, support citizen engagement in local governance and community forums, and provide leadership in the implementation of the Stewardship of Resources chapter of the City's Master Plan."

Mayor Weston said the Council has already mentioned sustainability, and cross out Stewardship of Resources chapter.

Councilor Gagnon talked about increasing voter turnout.

Mayor Weston asked about Item 4. "Financial & Benchmark Outcomes: Maintain and strengthen financial stability of municipality to include reporting on any financial concerns and addressing them as they may arise during the course of the fiscal year."

Mayor Weston said the City Manager would wordsmith some sort of debt service language. Councilor Greenshields said to also include audit, financial updates, and implementation of audit recommendations for improvements.

Mayor Weston asked about Item 5. "Workforce-Focused Outcomes: Continue to recruit, retain and support training of employees and volunteers necessary to fulfill service delivery needs of community."

Councilor Greenshields asked if there was a way to get a pulse on the level of satisfaction from employees overall.

City Manager Joyal said they do conduct employee surveys.



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Deputy Mayor Carrier talked about the City Manager personally helping new employees make the transition.

Councilor Gagnon talked about upcoming retirements and the need for succession planning.

Mayor Weston said the City Manager will wordsmith the stewardship of resources as the new Item 6.

Councilor Gagnon talked about getting solar in Dover, continued leadership in the Great Bay Partnership, continuing to stay ahead of the MS-4 (Municipal Separate Storm Sewer System) curve.

Councilor Greenshields asked the City Manager to reach out to each department, because they can all play a role.

Mayor Weston asked for a new section for Council Comments.

Councilor Gagnon asked what that would consist of.

Councilor Ciotti recommended adding how well the City Manager handled an unforeseen situation or emergency.

Councilor Greenshields asked the City Manager his opinion about the evaluation process. City Manager Joyal said he felt there wasn't enough time for the Council to absorb his self-evaluation before his evaluation from them.

Councilor Shanahan said the goals of the new Council in January should be in alignment with the City Manager's expectations.

Mayor Weston asked the City Manager to create a new list and the Council will review.

City Manager Joyal said he can have a resolution available for the August 23, 2017 City Council Regular Meeting.

7. ADJOURNMENT

Councilor Greenshields moved to adjourn; seconded by Councilor Thibodeaux.

Vote: 8/0.