



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 10, 2018**
Meeting Time: **7:00 pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. DOVER SCHOOL DISTRICT LED LIGHTING UPGRADE AND AUTHORIZATION FOR FINANCING (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (CITY COUNCIL VOTE TO OCCUR ON JANUARY 24, 2018.)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. CITIZEN'S FORUM**

Citizens are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
- 9. CITY MANAGER'S REPORT**
 - A. January 10, 2018 Report**
 - B. Presentation of FY2017 Comprehensive Annual Financial Report and Independent Auditor's Review**
- 10. APPROVAL OF MINUTES**
 - A. December 13, 2017**
- 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. PARADE – American Cancer Society – Making Strides Against Breast Cancer**
- 2. ROAD TOLL – American Cancer Society Relay for Life – April 28, 2018**
- 3. ROAD TOLL – American Cancer Society Relay for Life – June 9, 2018**
- 4. PHASE II INFILTRATION AND INFLOW STUDY - AWARD OF ADDITIONAL SCOPE OF SERVICES TO WRIGHT PIERCE CHANGE ORDER #1**
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 | |

B. RESOLUTIONS

- 1. AWARD OF CONSTRUCTION OF WATER WELL AT SHAW'S LANE ATHLETIC FIELDS AND APPROPRIATION OF RECREATIONAL FIELD CONSTRUCTION FUND REVENUE (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 24, 2018.)
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. REPROGRAMING UNEXPENDED BONDING AUTHORIZATION FOR WWTP SLUDGE DEWATERING PROJECT TO WWTP BUILDING IMPROVEMENTS PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL)**
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 24, 2018, WITH CITY COUNCIL VOTE OCCURRING ON FEBRUARY 14, 2018.)
SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166 – SECTIONS 37 and 57**
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 24, 2018.)
SPONSORED BY MAYOR WESTON BY REQUEST



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14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2017.12.13 – 183**
Resolution Re: Dover School District LED Lighting Upgrade and
Authorization for Financing

WHEREAS: A sealed Request for Proposal [#B15021](#) was issued and received for qualified firms to provide and install LED lighting at the Dover Arena with the option to include other city buildings in the future should it be advantageous for the city. The proposal deemed most advantageous was submitted by Affinity LED Lighting of Dover NH and award was made via council resolution [R-2015.03.11-027](#); and

WHEREAS: Affinity LED Lighting has submitted a proposal to the City School District for LED lighting upgrades to the public schools in the amount of \$552,004.07 and is eligible for net rebates totaling \$115,354.80. This will result in the amount of \$436,649.27 being financed. The proposal was sent to PSNH d/b/a/ Eversource Energy and funding is available through their Smart Start Revolving Fund program for the School district public school buildings LED Lighting Upgrade; and

WHEREAS: The Dover School Board voted on November 13, 2017 to accept and approve the proposal submitted by Affinity LED Lighting and requests approval and authorization of the City Council to debt finance the project; and

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

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

AND FURTHER BE IT RESOLVED:

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

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2017.12.13 – 183**
Resolution Re: Dover School District LED Lighting Upgrade and
Authorization for Financing

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2017.12.13 – 183**
Resolution Re: Dover School District LED Lighting Upgrade and
Authorization for Financing

RESOLUTION BACKGROUND MATERIAL:

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

Affinity LED Lighting proposal offered a program funded by PSNH d/b/a Eversource Energy where they pay 100% of cost to the selected vendor 50% down and 50% upon completion of the project. The school district would then pay back the amount through a monthly invoice. The Efficiency Loan payback would show a separate line on the monthly invoice from Eversource. The estimated monthly savings is \$9,362.91 with monthly payback charge of \$9,256.64 yielding net positive of \$106.27 monthly.

The Dover School District buildings LED Lighting Upgrade is eligible for Smart Start funding. The upgrade project is estimated to cost \$531,211.24 and is eligible for net rebates totaling \$94,561.97. This will result in the amount of \$436,649.27 being financed. In accordance with the NH Municipal Finance Act (RSA Chapter 33), the Purchase Agreement with Eversource Energy and related participation in Smart Start Program is deemed long term debt. The City has determined utilization of the Smart Start Program is most advantageous to the City of Dover and has already been utilized in the Arena, Indoor Pool, McConnell Center and Public Works Facility.

Debt Authorization versus Debt Retirement

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

	General
Description	Fund
Pending FY19 CIP Authorization	1,200,000
This Resolution Authorization	436,649
FY19 Debt Retirement	(1,891,205)
Net Change	(254,556)

Rate Impacts

The financing of \$436,649.27 through the Smart Start Program over a 51-month period is estimated to cost \$9,256.64 per month, or \$111,079.68 per fiscal year. This is estimated to have about a \$0.04 tax rate impact. This impact is forecasted to be offset by savings in electrical costs for the school district buildings. Therefore, there is estimated to be no actual tax impact.

Legal Debt Limits

The following table summarizes the amount of school debt outstanding & authorized-unissued, as of June 30, 2017 and this authorization, against the legal debt limits. Legal debt limit for the School General Fund is based on 7.0% of equalized assessed value.



CITY OF DOVER

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

Resolution Number: **R – 2017.12.13 – 183**
Resolution Re: Dover School District LED Lighting Upgrade and
Authorization for Financing

	General
Description	Fund
School Debt Outstanding	88,441,956
Authorized - Unissued	6,900,000
Total Issued & Unissued	95,341,956
Pending School FY19 CIP	1,200,000
This Resolution Authorization	436,649
Grant Total	96,978,605
Legal Debt Limit	227,702,907
Unused Capacity	130,724,302
Percent Unused	57.41%

The Dover School Board adopted a resolution on November 13, 2017 to approve the LED Lighting project and request acceptance and authorization of the Dover City Council to debt finance the project through the Smart Start program. A copy of the School Board resolution and supporting documentation is attached to this City Council resolution.

Bid Information:

B15021 LED Lighting upgrade for Dover Public Works Facility and potentially other city facilities

Purchasing Information:

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

City Manager's Report

January 10, 2018

Reporting on December 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 12/06/2017 BUT BEFORE 12/28/2017, 3 REQUESTS
- SOUTH BERWICK, ME – COCHECO FALLS PROJECT
- DOVER, NH – DISCONTINUATION OF STREET

Financial Outcomes: Litigation

City v. Joel Bernier: Defendants are paid through November.

Ventas Realty Limited Partnership v. City:

(2014 tax year) Bench Trial rescheduled for early January 2018.

(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.

(2016 tax year) City served with complaint.

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 scheduled for May 2, 2018. Proposed access easement plan prepared and provided to plaintiff.

	For month	FY18	FY17	FY16
Legal Matters/Questions Handled	30	190	354	244
Document Creation & Review Including Contracts	10	133	271	267
Right to Know Requests Processed	05	49	73	66
Resolutions	04	42	42	53
Ordinances	0	05	13	29

Product & Process Outcomes: Assistance to City Departments

City Council	Drafting/review of resolutions and ordinances. Council Orientation.
City Manager	Review of documents for signature, 91-A requests; Resolutions; City owned property review; Ongoing work with General Code.
Community Services	Dog Park issue; Letter of Credit release; Rocks in ROW; Strafford Road tree issue; Water System Supply Mutual Agreement; Olive Meadow Lane, Floral Road and Brick Avenue reconstruction; Broadway drainage easements
Executive	No legal assistance needed.
Fire & Rescue	Medical Resource Hospital Agreement; DHA Building Permit
Finance	Discharges and Liens; Comcast Quote signing issue; 104 Washington Street tax abatement
Planning	Appeal of administrative decision; Board/Commission conflict question; Waldron Falls Conservation Easement-trees; 334 Washington Street HOA documents; Interpretation of Dover Code 149; Olive Meadow letters of credit; Pleasant View Drive; CWDAC assistance- RFQ and Conflicts of Interest
Police	Wrecker/Towing Services Agreement; Interagency Management Control Agreement
Public Library	No legal assistance needed.
Public Welfare	No legal assistance needed.
School	Garrison Elementary School contract review; HS/CTC JBC
Recreation	Ice arena agreements; Great Bay Rowing Agreement

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 to moderate pace on average with variations across industry segments. Manufacturing and retail businesses are reporting sales and revenues with mid-single digit year over year gains. 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 but sales limited by lack of inventory. Staffing firms report hiring for specific skill sets is brisk but limited by available potential employees. Planned wage increases remain moderate with prices increasing slightly to moderately in most sectors. Contacts expect further growth consistent with recent results going forward. Some concern is being expressed about the rate of growth as the Dow surpassed 25,000. The Fed is expected to stop renewing Treasury bond purchases as they expire which will cause interest rates to rise. Downtown retailers, bars and restaurants are experiencing a much improved sales growth aided by the multiple marketing events cosponsored and implemented by DBIDA and Dover Main Street. Retailers reported they were helped by the First Fridays Art Walk events and the Hometown Holiday weekends that combined, brought 3,000 people downtown with the cooperation of virtually all merchants City-wide on weekends in December.

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's merger with Mass General 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.

Local walk-in healthcare centers are hiring strongly as these in demand skill sets become available.

Predictions for 2017 revenue growth are in the 5%-10% range.

Commercial Real Estate:

Commercial real estate sales activity continued with 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. New build costs for needed 20,000 SF – 30,000 SF manufacturing/ assembly/ warehouse/ office spaces at Enterprise Park are causing sticker shock for several prospects and delaying project initiation. 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 last December with two additional 25 basis point hikes anticipated in the first half of 2018. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace with local inventory in this category rising rapidly. The outlook remains 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 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 another new buyer (the Kostas brothers). The Robbins building downtown sold to Cathartes who has now obtained Planning Board approval demolish the building to make room for a full block 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 but Q3 unit sales declined due to low inventories. Rising prices are convincing sellers to put homes on the market before interest rates go up any more (now averaging 3.69% 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. Dollar 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 will continue to do well throughout 2018.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting 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 macro-economics they're seeing in both markets. Negative results seen so far have been less than anticipated but may become more pronounced after year-end. 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 but the tax reform law is expected to make exporting US companies more competitive internationally. Currently, local manufacturers are experiencing growing sales. 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 first year of federal administration change are evident in local manufacturers, including import taxes and a relaxation of the regulatory constraints on businesses that will reduce costs. NAFTA revisions, if implemented, could cause some local manufacturers concern that have facilities in Mexico or Canada or are importing raw materials or parts from those NAFTA partners. Local manufacturers are still uncertain about the tax reform package but are encouraged by the most recent amended tax reform law passed. Pickup truck and auto sales continue in a sustained decline this month with large holdover inventories triggering sell-off sale prices. GM has experienced a large Q2, 2017 loss and is phasing out Australia production. Ford 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 except for new-builds. 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 new 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. Locally, Safran and Albany International that were experiencing a decline in their aerospace composites businesses due to their inability to meet performance specs consistently are now seeing an uptick and are hiring again. Some major capital spending projects are underway and some about to be announced. A number of other commercial projects are currently underway or about to be underway during the next building season. Outlook for the balance of the year remains 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) is 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 fit out is complete. The new on-site Garrison 66 room boutique hotel is now open and experiencing excellent occupancy rates.

Price pressures remain moderate. Regional manufacturers remain optimistic.

Labor demand has been strong in IT and software. 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, Great Bay Community College and UNH for BIZEDConnect

intern programs are getting underway as school season progresses, and the DBIDA Board is replenished. 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 significantly enhanced results in Holiday sales. Year-over-year store sales range from up 12% to up 80%. The recent stock market increases are spilling confidence into Main Street businesses at present. Some uncertainty has surfaced with the uncertainty of the tax reform law's effect on household income and the issues of the effect on healthcare coverage and cost. 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 not expected to sustain current pricing at the gas pump during the rest of the Holiday driving season as there is some evidence that Venezuela and some African states are not limiting production as agreed. A pending significant increase in military spending 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 by double digits through Black Friday (Plaid Friday in Dover) 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 18%+ year-over-year. Bus tours to Dover are fully booked for 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 at local restaurants.

Employment and Wages:

Local labor markets continued to tighten in December with holiday retail labor demand adding to the pressure. Dover's current unemployment rate is 2.0%. 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 during the Holiday season.

In the higher skill set categories, engineers, paramedics, physician's assistants and nurses are in short supply and are commanding top salaries and temporary living subsidies for those traveling to the region to work.

* 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 site / Cathartes Project
- Broadway mixed use development
- Purchase of 44 Venture drive: refit completed.
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from "sticker shock" for new builds.
- Fosters Building sold for \$1.5 million / Kostas Brothers.
- The Old courthouse Building on First and 2nd is being transformed into a mixed use facility.
- 6 Grove St. Project in TRC.

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
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Meeting Date: **Wednesday, December 13, 2017**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilors Gagnon, Greenshields, and O'Connor led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

City Manager Joyal spoke about the opening of the Customer Service Center on the Ground Floor of City Hall. He asked Dover Assistant Planner Donna Benton; Martini Northern, LLC President, Peter Middleton, and Jack Steiner and Matt Billings, to come up to the podium. He gave an overview of the renovations to the Council, and thanked them for their hard work.

6. APPROVAL OF AGENDA

Mayor Weston asked the Council if they had items they would like to add, delete or change on the Agenda.

Deputy Mayor Carrier moved to add the Appointments Committee Report. He pulled Item #13.B.2.

Councilor Ciotti moved to add the Planning Board Report.

Councilor Thibodeaux moved to add the Energy Commission Report.

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

Councilor Shanahan moved to add the Arena Commission Report and the Arts Commission Report.

Deputy Mayor Carrier moved to approve the Agenda as amended; seconded by Councilor Thibodeaux.

Vote: 9/0.

7. PUBLIC HEARINGS

A. AMENDMENT OF FISCAL YEAR 2018 SCHEDULE OF FEES CHAPTER 152 SIDEWALKS AND HIGHWAYS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.) SPONSORED BY MAYOR WESTON BY REQUEST

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



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8. CITIZEN'S FORUM

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

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

9. CITY MANAGER'S REPORT

City Manager Joyal said his report in writing. He spoke about the transition of the City Clerk/Tax Collection, Water/Sewer Billing, and Parking Offices to the Ground Floor of City Hall. He said the Auditorium ceiling in City Hall has been repaired. He thanked the 2016-2017 Council. Councilor O'Connor thanked City Engineer Dave White for his work on the Whittier Street Bridge. He spoke about his friend's reaction to receiving excellent customer service from the City Clerk's office.

Deputy Mayor Carrier asked about the atrium area.

City Manager Joyal gave an overview of the atrium repairs to the Council.

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

Vote: 9/0

10. APPROVAL OF MINUTES

**A. October 18, 2017 – Joint Meeting of the City Council and Planning Board
(Approved by Planning Board on November 14, 2017)**

B. November 8, 2017 – Regular Meeting

Deputy Mayor Carrier moved to accept the Minutes; seconded by Councilor Ciotti.

Vote: 9/0.

11. MAYOR'S REPORT

Mayor Weston listed the items she attended; Christmas Parade, Christmas Tree Lighting, the Dover Library event with Santa, and the Hometown Holiday. She attended the Dover Business and Industrial Development Authority meeting.

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

Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 13, 2017**
Meeting Time: **7:00 pm**

C. RESOLUTIONS

**1. ADOPTION OF FISCAL YEAR 2019-2024 CAPITAL IMPROVEMENTS PROGRAM
SPONSORED BY MAYOR WESTON BY REQUEST**

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

Councilor Greenshields moved to amend the School Curriculum to keep Year 1 at \$50,000, but the subsequent five years be \$80,000; seconded by Councilor Gasses.
Vote: 9/0.

Councilor Greenshields moved for the adoption of the Resolution as amended; seconded by Councilor Gagnon.
Roll Call Vote: 9/0.

**2. APPROPRIATION FOR FISCAL YEAR 2019 CAPITAL IMPROVEMENTS
PROGRAM – NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY MAYOR WESTON BY REQUEST**

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

**3. APPROPRIATION FOR FISCAL YEAR 2019 CAPITAL IMPROVEMENTS
PROGRAM AND AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.
The Council discussed the need for the \$1.2 million increase for the Garrison Elementary School renovations to bring it up to code.
The Council discussed the \$100,000 for Central Falls Dam repairs.
Roll Call Vote: 9/0.

**4. AMENDMENT OF FISCAL YEAR 2018 SCHEDULE OF FEES CHAPTER 152
SIDEWALKS AND HIGHWAYS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
Community Services Director Storer gave an overview of the resolution to the Council.
Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 13, 2017**
Meeting Time: **7:00 pm**

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BLOCK PARTY – New Hampshire Soap Box Derby, Inc.**
2. **PARADE – First Parish Church**
3. **RAFFLE – Saint Mary Academy**
4. **ROAD RACE – Moms on the Run 5k**

5. **B17003 HVAC EQUIPMENT MAINTENANCE AND REPAIR SERVICE
AUTOMATION CONTROLS UPGRADES**
SPONSORED BY MAYOR WESTON BY REQUEST

6. **B18011 PADDLESPORT DOCK @ COCHECHO RIVER**
SPONSORED BY MAYOR WESTON BY REQUEST

7. **B18015 DESIGN SERVICES FOR VARNEY BROOK PUMP STATION**
SPONSORED BY MAYOR WESTON BY REQUEST

8. **PURCHASE OF 2018 MODEL YEAR VEHICLES - STATE OF NH BID**
SPONSORED BY MAYOR WESTON BY REQUEST

9. **DOVER PUDDING HILL AQUIFER CHANGE ORDER #3 EMERY AND GARRETT
GROUNDWATER INVESTIGATION LLC**
SPONSORED BY MAYOR WESTON BY REQUEST

10. **ACCEPTANCE OF DONATION AND APPROVAL OF MEMORANDUM OF
UNDERSTANDING BETWEEN GREAT BAY ROWING AND CITY OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST

11. **APPROVAL OF USE AGREEMENT BETWEEN BERWICK ACADEMY AND CITY
OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST

12. **APPROVAL OF MULTI-SESSION ICE RENTAL AGREEMENT BETWEEN DOVER
YOUTH HOCKEY AND CITY OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 13, 2017**
Meeting Time: **7:00 pm**

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

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

Mayor Weston said the Committee Reports are being pulled and asked the Council if they had any other items they would like pulled for further discussion.

Councilor Gasses pulled Item #13.A.9.

Councilor Thibodeaux pulled Items #13.A.2. and 13.A.7.

Mayor Weston pulled Item #13.A.10.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.2.; seconded by Councilor Thibodeaux.

Councilor Thibodeaux asked about the time just stating that it starts at 9:00 am. and doesn't include the end time.

City Manager Joyal said it's coordinated by the Police Department.

Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.7.; seconded by Councilor Thibodeaux.

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

Roll Call Vote: 9/0.

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

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.10.; seconded by Councilor Ciotti.

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

Recreation Director Bannon answered questions about the use while the Waterfront is being worked on.

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 13, 2017**
Meeting Time: **7:00 pm**

Councilor Ciotti gave an overview of the Planning Board Report to the Council.
Deputy Mayor Carrier moved to accept the Planning Board Report; seconded by Councilor Gagnon.
Vote: 9/0.

Deputy Mayor Carrier gave an overview of the Appointments Committee Report and recommended the following appointments:

New Appointments:

David Emery – Heritage Commission

Deputy Mayor Carrier moved to accept the appointment; seconded by Councilor Ciotti.

Vote: 9/0.

Mayor Weston recommended the following to be appointed to Dover Business and Industrial Development Authority and asked for the Council's approval.

Periklis Karoufas – Dover Business and Industrial Development Authority

Peg Purcell – Dover Business and Industrial Development Authority

Vote: 9/0.

Deputy Mayor Carrier recommended the following for a change in status:

Pamela Thyng - Arts Commission alternate to regular

James Burdin – Planning Board alternate to regular

Dustin Gray – regular to alternate on TAC

David Gray- alternate to regular on TAC

Deputy Mayor Carrier moved to accept these changes; seconded by Councilor Shanahan.

Vote: 9/0.

Deputy Mayor Carrier listed the openings on Boards and Commissions.

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

Vote: 9/0.

Councilor Shanahan gave an overview of the Arena Commission Report to the Council.

Deputy Mayor Carrier moved to accept the Arena Commission Report; seconded by Councilor Greenshields.

Vote: 9/0.

Councilor Shanahan gave an overview of the Arts Commission Report to the Council.

Deputy Mayor Carrier moved to accept the Arts Commission Report; seconded by Councilor Gasses.

Vote: 9/0.

Councilor Thibodeaux gave an overview of the Energy Commission Report to the Council.

Deputy Mayor Carrier moved to accept the Energy Commission Report; seconded by Councilor Shanahan

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 13, 2017**
Meeting Time: **7:00 pm**

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

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

Vote: 9/0.

B. RESOLUTIONS

- 1. DISPOSAL OF TAX DEEDED REAL ESTATE @ 179 LOCUST STREET
PARCEL ID 12063-000000
SPONSORED BY MAYOR WESTON BY REQUEST**

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

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

Roll Call Vote: 9/0.

- ~~2. APPROVAL OF LICENSE AGREEMENT BETWEEN CITY OF DOVER AND
104 WASH STREET, LLC
SPONSORED BY MAYOR WESTON BY REQUEST~~**

Item was pulled from the Agenda.

- 3. APPROVAL OF MEMORANDUM OF AGREEMENT REGARDING PARKING
RIGHTS BETWEEN 104 WASH STREET, LLC AND CITY OF DOVER
SPONSORED BY MAYOR WESTON BY REQUEST**

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

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

Roll Call Vote: 9/0.

- 4. DOVER SCHOOL DISTRICT LED LIGHTING UPGRADE AND AUTHORIZATION
FOR FINANCING (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 10, 2018, WITH CITY
COUNCIL VOTE OCCURRING ON JANUARY 24, 2018.)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on January 10, 2018;

seconded by Councilor

Vote: 9/0.

C. ORDINANCES IN 1ST READING



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 13, 2017**
Meeting Time: **7:00 pm**

14. COUNCIL CORRESPONDENCE

A. Letter from Comcast dated November 16, 2017.

Deputy Mayor Carrier moved to place correspondence on file; seconded by Councilor O'Connor.
Vote: 9/0.

15. COUNCIL MATTERS OF INTEREST

Councilor O'Connor spoke about his new granddaughter. He spoke about his decision not to run for re-election and said good-bye.

Councilor Gagnon said his good-byes to the City Council and Dover citizens.

Councilor Greenshields said her good-byes to the City Council and Dover citizens.

Councilor Thibodeaux thanked the three retiring Councilors for their service.

Deputy Mayor Carrier, as Chairman of the Appointments Committee, asked the three retiring Councilors to apply to serve on a Board or Commission. He thanked them for their service. He said this was the best Council he has worked on.

Councilor Ciotti agreed with the Deputy Mayor that it was a great Council. He thanked the three retiring Councilors for their service.

Mayor Weston asked the Councilors to return their Code books for the City Clerk to update. She also agreed with the Deputy Mayor that it was a great Council. She couldn't thank them enough for their time commitment. She said she had partings gifts for them. She said her good-byes to them.

City Manager Joyal went over the orientation meetings schedule with the remaining and incoming Councilors.

16. ADJOURNMENT

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



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

DEC 15 2017
LS

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: American Cancer Society – Making Strides Against Breast Cancer

Federal Tax ID number for Organization: 13-7788491

Check(✓) Nature of Organization:

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

Name/Description of Event (if applicable): Making Strides Against Breast Cancer Walk at Henry Law Park

Contact Person: Linda DiNoto Day Time Telephone: 603-548-2804

Address: 2 Commerce Drive, Suite 110 Email Linda.DiNoto@cancer.org

Date of Event: October 28, 2018 Specific Time: Registration is at 9:00am Walk at 11:am

Location of Event (if parade, attach course description or map): MSABC is a walk

*****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: [Signature]

Printed Name: Sgt. Mark Speidel Check Here If Parade Route Is Attached: ✓

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

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

Road Toll Location:

Police Department Road Toll Approval Signature:

Printed Name:

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

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

SIGNATURE OF APPLICANT: Linda DiNoto DATE: 11/13/2017

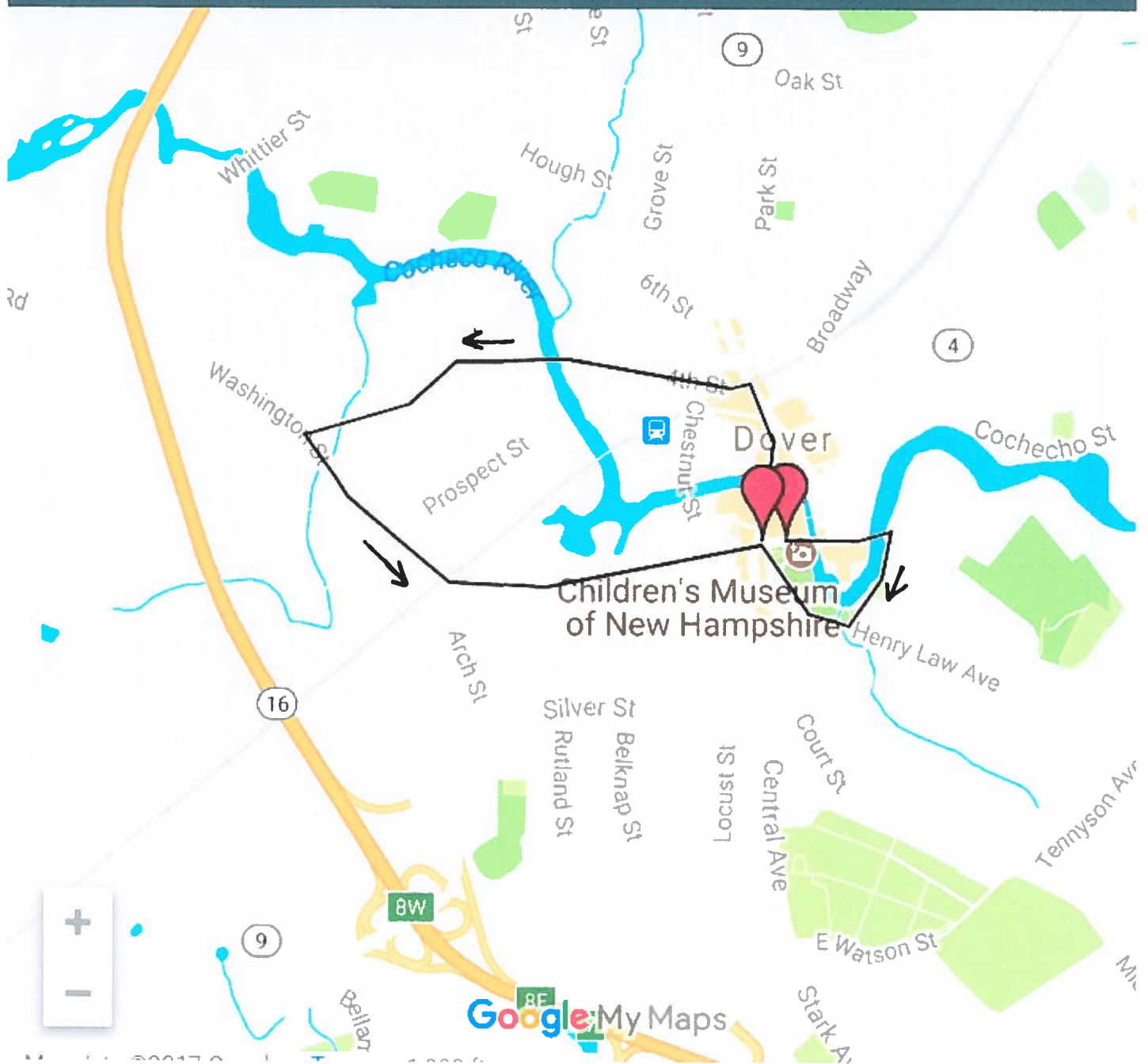
(duly authorized)

PRINTED NAME: Linda DiNoto

Licensing Board Approval [Signature] Date: 12/15/17



Making Strides of Dover



Linda DiNoto | Community Development Manager
Northeast Region | American Cancer Society, Inc.
2 Commerce Dr Suite 110
Bedford, NH 03110
Phone: | Mobile: 603.548.2804
[cancer.org](https://www.cancer.org) | 1.800.227.2345





**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: American Cancer Society Relay for Life
Federal Tax ID number for Organization: 13-1788491

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Toll Road

Contact Person: DAWNA JENNE Day Time Telephone: 603-833-7403

Address: 53 Limestone Lane Rochester Email: djvirgo74@aol.com

Date of Event: 4/28/18 Specific Time: 9am-3pm

Location of Event (if parade, attach course description or map): Corner of Oak + Central

*******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 Avenue at Oak Street

Police Department Road Toll Approval Signature: _____

Printed Name: Sgt. Marn 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.

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SIGNATURE OF APPLICANT: DATE: 11/29/17
(duly authorized)

PRINTED NAME: _____

Licensing Board Approval Date: 12/12/17



**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: AMERICAN CANCER SOCIETY RELAY FOR LIFE
Federal Tax ID number for Organization: 13-1788491

Check (✓) Nature of Organization:

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

Name/Description of Event (if applicable): TOLL ROAD

Contact Person: DALONA JENNE Day Time Telephone: 603-833-7403

Address: 53 Limestone Lane Rochester Email: djennep74@aol.com

Date of Event: 6-9-18 Specific Time: 9am-3pm

Location of Event (if parade, attach course description or map): CORNER OF OAK + CENTRAL

*****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 Avenue @ 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: DATE: 11/29/17

(duly authorized)

PRINTED NAME: _____

Licensing Board Approval Date: 12/12/17



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R-2018.01.10 - 001**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce C/O 1

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 August 2017 the city received a Phase II proposal from Wright Pierce which included 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. City Council awarded Phase II scope of work via resolution [R-2017.08.09-097](#) in the amount of \$242,700.00; and

WHEREAS: In December 2017 the City received an amendment #1 to the agreement in the amount of \$61,400.00 for additional services in the downtown areas and near Stark Ave/Elliot Parkway intersections. It is the recommendation to award c/o #1 in the amount of \$61,400.00.

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

The Purchasing Agent is hereby authorized to issue a change order in the amount of \$61,400.00 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
5320.1.300.43250.4757.04570.18	Utility Systems	300,000.00	205,149.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R-2018.01.10 - 001**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional
Scope of Services to Wright Pierce C/O 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 Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R-2018.01.10 - 001**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional
Scope of Services to Wright Pierce C/O 1

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.

Phase II consists of the following:

Tasks	Fees	Change Order #1
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	\$61,400
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	\$304,100

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

Document Created by: Purchasing
Document Posted on: January 5, 2018

B00008 Infiltration and Inflow Project
Page 3 of 3

AMENDMENT NO. 1
TO
AGREEMENT BETWEEN
CITY OF DOVER, NEW HAMPSHIRE
AND
WRIGHT-PIERCE
FOR
STUDY SERVICES FOR PHASE II
I/I STUDY AND HYDRAULIC MODELING

AMENDMENT NO. 1
TO
AGREEMENT BETWEEN
CITY OF DOVER, NEW HAMPSHIRE
AND
WRIGHT-PIERCE
FOR
STUDY SERVICES FOR PHASE II
I/I STUDY AND HYDRAULIC MODELING

This Amendment made the _____ day of _____, 2017, by and between the City of Dover ("OWNER") and Wright-Pierce ("ENGINEER").

WHEREAS, an Agreement was entered on August 21, 2017 between the OWNER and ENGINEER, which Agreement is entitled ENGINEERING REPORT PHASE FOR TREATMENT WORKS ("AGREEMENT") for the Phase 2 I/I Study and Hydraulic Modeling; and

WHEREAS, the AGREEMENT contained an Additional Services provision to provide assistance to the OWNER for additional services which are not included in the basic scope of services yet are related to the Improvements to the Wastewater Treatment Facility project, as described in the attached one page Scope of Services.

NOW, THEREFORE, in consideration of said AGREEMENT and other good and valuable considerations, it is hereby agreed and acknowledged by and between OWNER and ENGINEER to amend the AGREEMENT as follows:

1. The AGREEMENT shall be amended to include this Amendment, a copy of which shall be attached thereto and made a part thereof.
2. The Compensation Paid to the ENGINEER Method of Payments - Amount of Fees (Article IV.A.2) shall be increased by \$61,400 from \$242,700 to \$304,100.

IN WITNESS WHEREOF, the parties hereto have made and executed this AMENDMENT to said AGREEMENT as of the day and year first above written.

OWNER: CITY OF DOVER

ENGINEER: WRIGHT-PIERCE

By: _____
(Authorized Representative)

By: _____
(Authorized Representative)

Date: _____

Date: _____

APPROVED: DEPARTMENT OF ENVIRONMENTAL SERVICES

By: _____
(Authorized Representative)

Date: _____

CITY OF DOVER, NEW HAMPSHIRE
ADDITIONAL SERVICES AMENDMENT NO. 1
SCOPE OF SERVICES
December 5, 2017

Provide additional study phase services for cleaning and televising of 8" to 30" sanitary sewers in the downtown area and near Stark Avenue/Elliot Parkway intersection. Work will performed at night and includes the following:

1. Coordination of CCTV contractor sub agreement and occasional oversight during CCTV inspections and cleaning by ENGINEER.
2. Inspection of:
3.
 - a. 8,500 linear feet of 8"-10" pipe
 - b. 500 linear feet of 12"-24" pipe
 - c. 1,875 linear feet of light cleaning 8"-30" pipe
 - d. 1,575 linear feet of heavy cleaning 8"-12" pipe
 - e. 300 linear feet of heavy cleaning 24" pipe
 - f. 1,700 linear feet of heavy cleaning and televising 30" pipe
4. Data will be collected in accordance with NASSCO PACP standards. Contractor will provide electronic inspection reports (PDF), the PACP database, and the video files as the deliverable.
5. ENGINEER will provide QA/QC on 25% of the data. Contractor will be responsible to QA/QC 100% of the data before delivering to ENGINEER.
6. Light and heavy cleaning will be performed in accordance with PACP standard definitions. Heavy cleaning will be approved by ENGINEER before work begins.
7. Debris from cleaning will be disposed of the at the Dover wastewater treatment facility.
8. OWNER will provide a water source to the subcontractor within 800 linear of the set-up location. Contractor will maintain a continuous connection during cleaning.
9. OWNER will provide access and rights of way to openings for sewer work.
10. OWNER to provide traffic control and any necessary permits.
11. ENGINEER will review found defects and recommend improvements. Recommendations will be incorporated into the overall project report.

COST OR PRICE SUMMARY FORMAT FOR SUBAGREEMENTS UNDER NH SAG & SRF			Form Approved DES 02/06	
PART I - GENERAL				
1. GRANTEE / LOANEE - City of Dover			2. GRANT/LOAN NO.	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR - Wright-Pierce			4. DATE OF PROPOSAL 12/5/2017	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include ZIP) 230 Commerce Way, Suite 302, Portsmouth, NH 03801			6. TYPE OF SERVICE TO BE FURNISHED Study Services for Phase II I/I Study and Hydraulic Modeling	
PART II - COST SUMMARY				
7. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTAL
Principal in Charge	0	\$65.00	\$0	
Project Manager	4	\$57.00	\$228	
Lead Project Engineer	16	\$33.00	\$528	
Process Engineer	0	\$31.00	\$0	
GIS	2	\$29.00	\$58	
Field Services Technician	32	\$30.00	\$960	
QA/QC	4	\$50.00	\$200	
Clerical	0	\$22.00	\$0	
			\$0	
			\$0	
DIRECT LABOR TOTAL:				\$1,974
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	x BASE =	ESTIMATED COST	
	1.68	1,974.00	\$3,300	
INDIRECT COSTS TOTAL:				\$3,300
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1) TRANSPORTATION			\$160.00	
(2) PER DIEM				
TRAVEL COSTS TOTAL:			\$160.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)	QTY	COST	ESTIMATED COST	
			0	
			0	
			0	
			0	
EQUIPMENT SUBTOTAL :			\$0.00	
c. SUBCONTRACTS			ESTIMATED COST	
Flow Metering Sub-Consultant			\$52,706.25	
SUBCONTRACTS SUBTOTAL :			\$52,706.25	
d. OTHER (Specify categories)			ESTIMATED COST	
OTHER SUBTOTAL :			\$0.00	
e. OTHER DIRECT COSTS TOTAL :				\$52,866
10. TOTAL ESTIMATED COST				\$58,140
11. PROFIT				\$3,339
12. TOTAL PRICE				\$61,400

PART III - PRICE SUMMARY	
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[illegible]

PART IV - DIRECT LABOR BY CATEGORY	
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14.	INSERT THE APPROPRIATE WORK CATEGORY IN THE TABLE BELOW. WORK CATEGORIES WOULD INCLUDE BUT NOT BE LIMITED TO THOSE CATEGORIES SHOWN IN THE CONTRACT DOCUMENTS SUCH AS DESIGN, SURVEY, SUBSURFACE, CADASTRAL, O&M MANUAL, ADMINISTRATION, INSPECTION, RECORD DWGS., START-UP, SPECIAL SERVICES, ETC.
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[illegible]

comments:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.01.10 - 002**

Resolution Re: Award of Construction of Water Well at Shaw's Lane Athletic Fields and Appropriation of Recreational Field Construction Fund Revenue. Groundwater Exploration and Development Program C/O 1 & 2

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

WHEREAS: The City received a scope of work and cost proposal in the amount of \$36,500 from EGGI to conduct groundwater exploration and development program of a city wide bedrock aquifer assessment. Due to their vast experience in this field, City Council awarded this project to EGGI in the amount of \$36,500 via resolution [R-2016.12.14-160](#); and

WHEREAS: In July 2017, the city received and created change order #1 in the amount of \$15,000 for assessment of groundwater at Shaw's Lane Field. In October 2017 the city received change order #2 for the installation of well at Shaw's Lane in the amount of \$79,900.00, thereby bringing change orders in excess of the \$25,000 threshold and requiring council approval.

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

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

The Purchasing Agent is hereby authorized to issue a Purchase Order Revision to Emery and Garrett Groundwater Investigations LLC for the groundwater exploration and development program for change orders one and two as outlined. 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	Available Balance
4510.1.350.45123.4757.05203.00.000	Shaws Lane Utility Systems	94,900.00	367,540.00

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

The sum of \$94,900.00 for the design and construction of a water well at Shaw's Lane athletic fields is hereby appropriated from the Recreation Field Construction Fund.

As of June 30, 2017, the Recreation Field Construction Fund has a balance of \$480,040, less the transfer of \$112,500 for the FY18 CIP amount to be transferred into the Parks Improvement Reserve, leaving an available balance of \$367,540.

This resolution will require a public hearing and a 2/3 favorable vote of the City Council.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.01.10 - 002**

Resolution Re: Award of Construction of Water Well at Shaw's Lane
Athletic Fields and Appropriation of Recreational Field
Construction Fund Revenue. Groundwater Exploration and
Development Program C/O 1 & 2

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.01.10 - 002**
 Resolution Re: Award of Construction of Water Well at Shaw's Lane
 Athletic Fields and Appropriation of Recreational Field
 Construction Fund Revenue. Groundwater Exploration and
 Development Program C/O 1 & 2

RESOLUTION BACKGROUND MATERIAL:

PHASE I: Hydrogeologic Site Characterization-Selection of Favorable Areas for Groundwater Development	
Task A: Remote Sensing Analyses of Local Hydrogeologic Environment	
Task B: Evaluation of Bedrock Geology	
Task C: Geologic Field Mapping/Fracture Fabric Analyses	
Task D: Groundwater Recharge Analyses	
Task E : Review of Potential Threats to Groundwater Quality	
Task F: selection and prioritization of Specific Zones considered Favorable for Groundwater Development	
Total Costs for Phase I	\$36,500
C/O 1 Adding Shaws Lane Groundwater Availability Study	\$15,000
C/O 2 Install one 8-inch diameter Water Supply Well/Screen @ Shaws Ln Field Includes pumping test and water quality analysis with summary report	\$79,900

Purchasing Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.01.10 – 003**
Resolution Re: **Reprogramming Unexpended Bonding Authorization for WWTP Sludge Dewatering project to WWTP Building Improvements project**

WHEREAS: On January 26, 2011 the City Council adopted the Debt Financing authorization for FY2012 CIP projects, which included funding \$4,000,000 for WWTP Sludge Dewatering project; and

WHEREAS: The WWTP Sludge Dewatering project was completed under budget and currently \$694,244 is available to be reprogrammed to other Sewer CIP projects; and

WHEREAS: The City has determined that there are two critical building improvements at the WWTP that need to be addressed, replace a failed aeration blower and replace the WWTP facility emergency generator; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$513,000 of unexpended bonding authorization is hereby reprogrammed from WWTP Sludge Dewatering project to WWTP building improvements project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
5320.1.300.43256.4741.04597.12	Sludge Dewatering Equipment	694,244.00	(513,000.00)	181,244.00
5320.1.300.43256.4725.04590.12	WWTP Building Improvements	0.00	513,000.00	513,000.00
	Total Available Funding	694,244.00	0.00	694,244.00

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.01.10 – 003**
Resolution Re: **Reprogramming Unexpended Bonding Authorization for WWTP Sludge Dewatering project to WWTP Building Improvements project**

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 Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

On January 26, 2011 the Dover City Council approved the FY12-FY17 six-year Capital Improvements Program (CIP), which included an appropriation in FY12 for WWTP Sludge Dewatering Equipment.

This request is being made as a result of Community Services Department evaluating equipment and building improvements necessary at the WWTP.

The aeration blower replacement is the most critical. The WWTP has 3 aeration blowers and 1 blower has failed. The replacement of this blower is critical because a failure of one of the remaining 2 blowers could cripple operations. NH DES requires that the City have at least one backup blower. Estimated replacement cost, to include installation is \$200,000.

The WWTP emergency generator is original to the 1991 facility construction and is reaching the end of its useful life. The recommended emergency generator replacement and installation is estimated at a cost of \$313,000. The proposed project would be installation of a new 450 kW diesel generator.

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Sludge Dewatering Equipment in the FY12 CIP. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the Sludge Dewatering Equipment project. This resolution reprograms funding from the Sludge Dewatering Equipment project to WWTP Building Improvements project, a project contained within the City's CIP.

Document Created by: Finance	Reprogram WWTP Sludge Dewatering project authorization to
Document Posted on: January 5, 2018	WWTP Building Improvements project
	Page 2 of 2



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2018.01.10 – 001**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **37 Hours of Operation**
57 Schedule J. Limited Time Parking

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to extend the hours of operation for parking meters and to add a portion of Broadway to Schedule J for limiting parking to two hours per day.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 37, Hours of Operation, Section A as follows:

166-37. Hours of Operation and Rates. [Amended on 01-13-88 by Ord. No. 34-87; Amended 04-12-2017 by Ord. No. 2017.03.22-004]

- A. Parking Meters shall be in operation daily between the hours of 9:00 a.m. and ~~7:00 p.m.~~ 8:00 p.m., except on Saturdays, Sundays and ~~legal state~~ holidays with the exception of the Henry Law Recreation Parking Lot, which shall be in operation daily between the hours of 9:00 a.m. and 5:00 p.m., except on Saturdays, Sundays and ~~legal state~~ holidays.

3. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 57, Schedule J. Limited Time Parking as follows:

166-57. SCHEDULE J. Limited Time Parking. [Amendments noted where applicable]

- J. In accordance with the provisions of 166-22, it shall be unlawful for the owner or operator of any Vehicle to park for more than two (2) hours per day in the following described locations:

<u>STREET</u>	<u>LOCATION</u>
<u>Broadway</u>	<u>Easterly side, from the intersection with Florence Street northerly to the intersection with Oak Street, except as otherwise posted.</u>
Chestnut Street [Added on 10-26-2016 by Ord. No. 2016.10.12-013]	Westerly side, from the intersection with Third Street northerly to the intersection with Sixth Street
Chestnut Street [Added on 10-26-2016 by Ord. No. 2016.10.12-013]	Easterly side, from the intersection with Fifth Street northerly to the intersection with Sixth Street



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.01.10 – 001
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 37 Hours of Operation
57 Schedule J. Limited Time Parking

4. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Dennis Ciotti

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.01.10 – 001
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 37 Hours of Operation
57 Schedule J. Limited Time Parking

ORDINANCE BACKGROUND MATERIAL:

Section 37:

The downtown parking system is a self-funded, user-fee based program. Each year, during their annual budget review, the Parking Commission reviews all aspects of the parking program to include meter rates, hours of operation, days of operations, permit fees, token rates and other current fees. At their December meeting, the Commissioner voted to recommend that the meter hours of operation be extended from the current 7 pm to 8 pm. No other fee changes were recommended. The Parking Manager projects a net increase in yearly income of \$80,000.

Section 57:

The Tri-angle Club provides numerous recovery support programs throughout the day at their location at 120 Broadway. Proximate parking is an important part of the promotion of the available services. Unfortunately, employees from the large commercial center at 121 Broadway park on the easterly side of the street for the entire day even though there are numerous parking lots provided for them on the property. The manager of the Tri-angle Club has requested that the parking on the easterly side of Broadway be posted for two hour parking to provide parking for their clients. The Parking Manager contacted the property manager of 121 Broadway, who supports the restriction and confirmed that there is more than sufficient parking for employees of 121 Broadway on-site. Under the authority of 166-3, the Chief of Police authorized the area to be posted as a temporary measure to evaluate the change. The Parking Manager reported that the posting of a two hour limit met the goal of opening up the parking spaces for shorter periods of time.