



CITY OF DOVER

CITY COUNCIL – MINUTES

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

Councilor Ciotti led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gasses, Councilor Keane, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux and Councilor Williams.

Also Present: City Manager Joyal, City Attorney Blenkinsop, and City Clerk Lavertu.

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add the Appointments Committee Report.

Councilor Gasses moved to add the Conservation Commission Report.

Councilor Williams moved to add the Recreation Advisory Board Report.

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

Vote: 9/0.

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**

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

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.



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9. CITY MANAGER'S REPORT

A. January 10, 2018 Report

B. Presentation of FY2017 Comprehensive Annual Financial Report and Independent Auditor's Review

City Manager Joyal said he submitted his report in writing. He thanked staff for their work during the holiday storms making the streets safe, and dealing with the flood in the City Hall basement. He thanked the Police and Fire Departments for their work in putting out the fire at a Dover Housing Authority facility on Niles Street in the bitter cold weather.

City Manager Joyal introduced Christian Smith of MacPage LLC to give the Council a presentation on the Results of the Audit and discuss the Management Letter Comments. Mr. Smith gave his PowerPoint presentation on the results of the audit to the Council. City Manager Joyal asked the Council to read through the document and address questions to the Mayor and him. He said a workshop can be scheduled if needed.

City Manager Joyal gave an overview of the Financial Policy Report for Fiscal Year 2017 handout with the Council.

City Manager Joyal congratulated Community Services employee, Gretchen Young, who successfully completed a series of course and received the designation of Roads Scholar.

Mayor Weston asked the City Manager to contact Comcast to request a breakdown of fees.

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

Vote: 9/0.

10. APPROVAL OF MINUTES

A. December 13, 2017

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

Vote: 9/0.

11. MAYOR'S REPORT

Mayor Weston said she attended the Land Use meeting. She said the Joint Building Committee for Garrison Elementary School had their first meeting of the year, and she thanked Councilor Ciotti for becoming the new Chairperson.

As part of her Mayor's Report, she is recommending Councilors Gasses, Shanahan and Williams to serve on the Ordinance Committee.



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As a Mayoral recommendation, she asked the Council to approve Samia Touma for consideration and approval for appointment by the Dover Housing Authority to the Cocheco Waterfront Development Advisory Committee.

Mayor Weston spoke about the 400th Celebration Committee, and wanted to reaffirm Deputy Mayor Carrier's appointment as a Council member. She said they hope to establish the complete Committee within the next two to four weeks.

Mayor Weston referred to SB193, which in essence took money away from the Dover School Department, and said the School Board has asked her to sign off a letter and send to the State's Finance Committee. The letter hopes to show the dilemma to the Schools.

Mayor Weston spoke about a letter she received from the Mayor of Claremont, which referred to SB247 addressing childhood lead poisoning.

She said in passing the Mayor's Report will authorize her to sign these letters.

Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Ciotti.
Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

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**



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COMMITTEE REPORTS

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

Deputy Mayor Carrier moved to adopt the Consent Calendar; seconded by Councilor Thibodeaux. Mayor Weston asked the Councilor if they had items they would like pulled for further discussion. Councilor Thibodeaux asked to pull Items 13.A.1. and 13.A.4.

Councilor Gasses asked to pull the Conservation Commission Report.

Deputy Mayor Carrier asked to pull the Appointments Committee Report.

Councilor Shanahan asked to pull the Arts Commission Report and the Legislative Liaison Report.

Councilor Williams asked to pull the Recreation Advisory Board Report.

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

Vote: 9/0.

Deputy Mayor Carrier moved to approve Item 13.A.1.; seconded by Councilor Thibodeaux.

Councilor Thibodeaux discussed problems with the form over the past 5 years.

City Clerk Lavertu said there are two separate forms now and it is much clearer.

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

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

Roll Call Vote: 9/0.

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

Maria Ayer to the Arts Commission as an alternate member

Michael Behrmann as a regular member to the Energy Commission

Lisa Logel as the alternate member to the Energy Commission

Walter Milliken as the alternate member to the Energy Commission

John O'Connor to the Recreation Advisory Board as a regular member

Rich Onufry to the Zoning Board of Adjustment as an alternate member

Sarah Wheeler to the Planning Board as an alternate member

Deputy Mayor Carrier moved to approve the appointments; seconded by Councilor Ciotti.

Vote: 9/0.



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Mayor Weston talked about the qualifications of the volunteers.
Councilor Ciotti included the successful Leadership Academy being instrumental in some of the applicants coming in.
Deputy Mayor Carrier listed the remaining openings on Boards and Commission.
Deputy Mayor Carrier moved to accept the Appointments Committee Report; seconded by Councilor Shanahan.
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 Thibodeaux.
Vote: 9/0.

Councilor Shanahan gave an overview of the Legislative Liaison Report to the Council.
Deputy Mayor Carrier moved to accept the Legislative Liaison Report; seconded by Councilor Keane.
Vote: 9/0.

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

Councilor Gasses gave an overview of the Conservation Commission Report to the Council.
Deputy Mayor Carrier moved to accept the Conservation Commission Report; seconded by Councilor Williams.
Vote: 9/0.

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**

Deputy Mayor Carrier moved to refer to a public hearing on January 24, 2018; seconded by Councilor Muffett-Lipinski.
Vote: 9/0.



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- 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

Deputy Mayor Carrier moved to refer to a public hearing on January 24, 2018; seconded by Councilor Gasses.
Vote: 9/0.

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166 – VEHICLES AND TRAFFIC: SECTIONS 37 and 57 (TO BE REFERRED TO A PUBLIC HEARING ON JANUARY 24, 2018.)**
SPONSORED BY COUNCILOR CIOTTI

Deputy Mayor Carrier moved to refer to a public hearing on January 24, 2018; seconded by Councilor Williams.
Vote: 9/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Ciotti spoke about the Silver Street tunnel on the Community Trail and asked the City to look into LED lighting.

16. ADJOURNMENT

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