



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 11, 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. FISCAL YEAR 2019 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM - SCHOOL DEPARTMENT PORTION ONLY
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**
- 10. APPROVAL OF MINUTES**
 - A. March 21, 2018 – Workshop Session**
 - B. March 28, 2018 – Regular Meeting**

- 11. MAYOR'S REPORT**

- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - B. ORDINANCES IN THE 3RD READING**
 - C. RESOLUTIONS**



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13. NEW BUSINESS

A. CONSENT CALENDAR

1. RAFFLE - Cochecho Country Club

COMMITTEE REPORTS

- | | |
|--|--|
| 1. School Board | 14. Ordinance Committee |
| 2. Planning Board | 15. Parking Commission |
| 3. 400 th Anniversary Committee | 16. Pool Advisory Committee |
| 4. Appointments Committee | 17. Recreation Advisory Board |
| 5. Arena Commission | 18. Solid Waste Advisory Commission |
| 6. Arts Commission | 19. Transportation Advisory Commission |
| 7. Downtown TIF Advisory Board | 20. Waterfront TIF Advisory Board |
| 8. Conservation Commission | 21. Joint Building Committee – Dover High School
and Regional Career Technical Center |
| 9. Energy Commission | 22. Joint Building Committee – Garrison
Elementary School |
| 10. Heritage Commission | 23. COAST |
| 11. Legislative Liaison | 24. Dover Main Street |
| 12. Library Board of Trustees | |
| 13. McConnell Center Advisory Committee | |

B. RESOLUTIONS

1. RETENTION OF OUTSIDE LEGAL COUNSEL REGARDING POTENTIAL OPIOID LITIGATION

SPONSORED BY MAYOR WESTON BY REQUEST

2. APPROPRIATION FOR CHESTNUT STREET AND WASHINGTON STREET REALIGNMENT FISCAL YEAR 2019 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS

(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)

(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 25, 2018.)

SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

1. CHAPTER 166, SECTIONS 5.C.2, 50.C., 53.F, and 56.I.

(TO BE REFERRED TO A PUBLIC HEARING ON APRIL 25, 2018.)

SPONSORED BY MAYOR WESTON BY REQUEST

14. COUNCIL CORRESPONDENCE

A. Letter from xfinity, dated March 26, 2018.

15. COUNCIL MATTERS OF INTEREST

16. ADJOURNMENT



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2018.03.28 – 031**
Resolution Re: Fiscal Year 2019 Budget Appropriations, Fees and Capital
Improvements Program

WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on March 28, 2018; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2019, (July 1, 2018 through June 30, 2019);

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

1. The annual budget for the City of Dover for Fiscal Year 2019, submitted to the City Council by the City Manager and on file with the City Clerk, is adopted to raise the following estimated revenues (including any Budgetary Use of Fund Balance) and appropriate the following appropriations:

Fund	Fund Description	Est Revenue	Appropriations	Fund Type
1000	General Fund	115,985,176	115,985,176	General Fund
2100	Community Development Fund	383,534	383,534	Special Revenue
2210	Police Dept. of Justice Grants	132,427	132,427	Special Revenue
2220	Dover Housing Auth Policing	115,330	115,330	Special Revenue
2245	DHHS Assistance Programs	79,038	79,038	Special Revenue
2250	Youth Tobacco & Alcohol Awareness	177,805	177,805	Special Revenue
2800	School Cafeteria Fund	1,730,000	1,730,000	Special Revenue
2820	School Dept. of Education Grants	3,101,013	3,101,013	Special Revenue
2900	School Special Pgms & Grants Fund	129,000	129,000	Special Revenue
3207	Public Safety Special Details	414,825	414,825	Special Revenue
3213	Parking Activity Fund	989,489	989,489	Special Revenue
3320	Residential Solid Waste Fund	1,184,768	1,184,768	Special Revenue
3381	McConnell Center Fund	966,883	966,883	Special Revenue
3410	Recreation Programs	579,337	579,337	Special Revenue
3455	Library Fines Fund	43,405	43,405	Special Revenue
3500	OPEB Liability Fund	1,475,096	1,475,096	Special Revenue
3710	Downtown Dover TIF Fund	655,551	655,551	Special Revenue
3715	Waterfront TIF Fund	241,008	241,008	Special Revenue
3810	School Tuition Program Fund	125,000	125,000	Special Revenue
3830	School Facilities Fund	199,127	199,127	Special Revenue
5300	Water Fund	5,639,114	5,639,114	Enterprise
5320	Sewer Fund	7,841,452	7,841,452	Enterprise
6100	DoverNet Fund	1,443,824	1,443,824	Internal Service
6110	Central Stores Fund	103,286	103,286	Internal Service
6310	Fleet Maintenance Fund	1,018,732	1,018,732	Internal Service
6800	Workers Compensation Fund	511,122	511,122	Internal Service
	Totals	145,265,342	145,265,342	



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2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2018 as provided by law for the departments to perform their functions, transfers to and from reserves and between other funds, and for public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include \$39,704,153 for City operations, \$55,008,984 for School Department operations, \$12,311,694 for Debt Service and \$8,960,345 for County Tax.
3. There is no Budgetary Use of Fund Balance included in the General Fund for the purpose of offsetting property taxes.
4. In accordance with RSA 76:6, the City Tax Assessor shall revise and report to the Department of Revenue Administration the amount required for Tax Overlay to provide for the issuance of property tax abatements for tax year 2018 (Fiscal Year 2019).
5. In accordance with RSA 21-J:34, the City Manager shall revise and report to the Department of Revenue Administration the estimated amount of all non-property tax revenues for Fiscal Year 2019 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2018, the Water and Sewer User Fees will be \$5.17 and \$8.64, respectively.
7. Effective July 1, 2018, the City Manager is authorized to enter into agreements with, and make payments to, the various agencies receiving Grants/Subsidies and Membership Dues as contained within the budget.
8. Effective July 1, 2018, the City Manager is authorized to enter into agreements with, and make payments to, various vendors supplying computer hardware and software annual maintenance services and support contracts as contained within the budget.
9. Effective July 1, 2018, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2018, the City Manager is authorized to make transfers between funds for the purposes prescribed, including special, capital and other reserve funds, including transfers to or from the City and School Employee Benefits Reserves.
11. Effective July 1, 2018, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2018, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose. The City Manager, within the parameters of City Charter provision C6-8, is authorized to transfer funds within a department to provide for local match as required by grant awards.



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Improvements Program

13. Effective July 1, 2018, revenues from the sale of city property are appropriated for their established and intended use.
14. Effective July 1, 2018, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.
15. Effective July 1, 2018, the City Manager is authorized during the fiscal year to initiate Recreation Special Programs fee discount promotional events to generate revenue and program participation.
16. Effective July 1, 2018, revenues from the fees collected by the Youth to Youth Program from participant fees, speaking engagement fees, and program presentation fees are appropriated for established Youth to Youth program expenses and functions.
17. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
18. In accordance with RSAs 674:8 and 674:21-V(b), the FY19-24 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
19. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2019 shall be Citizens Bank and the New Hampshire Public Deposit Investment Pool (NHPDIP). The City Treasurer is authorized to utilize, in addition to Citizens Bank and NHPDIP, other banks located within the City of Dover or banks authorized per RSA 48:16 (*City Treasurer Duties*), if deemed most advantageous to the City and in compliance with the City's adopted investment policy.
20. The sum of \$1,253,900 representing budgeted transfers to fund 30% of the OPEB Annual Required Contribution as identified per the City's adopted financial policies is to be transferred to the OPEB Trust.
21. The sum of \$180,540 collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to COAST for Fiscal Year 2019 COAST Bus grant subsidy.
22. The sum of \$262,996 currently held in custody by the City of Dover Board of Trustees of Trust Funds in the School Facilities Improvement Capital Reserve is hereby appropriated for use by the Dover School District for Fiscal Year 2019 Debt Service payments associated with Dover High School and Regional Career Technical Center construction project.
23. The sum of \$74,442 currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Parking Capital Reserve is hereby appropriated for use by the City of Dover for Fiscal Year 2019 Debt Service payments associated with Downtown Parking Garage project as budgeted in the Downtown Dover TIF Fund.



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24. The sum of \$80,000, currently held in custody by the City of Dover Board of Trustees of Trust Funds in the School Information Technology Capital Reserve is hereby appropriated for use by the City of Dover School District for Fiscal Year 2019 Information Technology capital outlay as budgeted in the School District's General Fund budget.
25. In accordance with RSA 80:52-c *Electronic Payments*, the City Treasurer is authorized to accept payments of City Department fees, property taxes, utility bills by use of credit card or other means of electronic payments.

Note: This Resolution requires a two- thirds majority vote to adopt pursuant to Dover Charter C6-3.1, unless General Fund revenues are increased or General Fund appropriations are decreased to result in the General Fund property tax levy being in compliance with budget limitation tax cap. This Resolution requires an advertised public hearing for each of the City and School budgets to be separated by at least 24 hours and held at least seven days in advance of final adoption. Final adoption of the budget by the City Council shall occur not later than June 15th prior to the beginning of the next fiscal year.

Resolution to be referred to Public Hearings as follows:

School Department Budget hearing Wednesday, April 11, 2018

City Budget hearing Wednesday, April 25, 2018

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



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DOCUMENT HISTORY:

First Reading Date: 03/28/2018	Public Hearing Date: School 04/11/2018
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:

This resolution adopts the budget for various funds for the next fiscal year, as well as setting utility rates, authorizing grant, subsidy and membership payments, computer maintenance contracts, transfers between funds, setting fees for various services, authorizing signing of grant applications and appropriations thereof, approval of the investment policy and adopting the six year Capital Improvements Program, as required by State Statute to support assessment of impact fees.

City Manager's Report

April 11, 2018

Reporting on March 2018



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 03/07/2018 BUT BEFORE 03/28/2018, 3 REQUESTS
- DOVER, NH – HIGHWAY DEPT RECORDS FOR DEC 12, 2016
- ROCHESTER, NH – GREAT BAY COALITION CONSULTANT EMAILS
- SOUTHEASTERN, PA – COPY OF ACCIDENT REPORT
- H2BID, INC – WATER AND WASTEWATER CONTRACTORS
- CONCORD – NPDES PERMIT

Financial Outcomes: Litigation

City v. Joel Bernier: No payments made in Dec & Feb, partial made in Jan. Alicia (Bernier) Cacoiola filed bankruptcy.

Ventas Realty Limited Partnership v. City:

(2014 tax year) Bench Trial rescheduled for June 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. Case stayed pending resolution of 2014 case.

Albert E. Souther v. City – Case resolved.

	For month	FY18	FY17	FY16
Legal Matters/Questions Handled	39	334	354	244
Document Creation & Review Including Contracts	16	190	271	267
Right to Know Requests Processed	08	68	73	66
Resolutions	05	54	42	53
Ordinances	01	08	13	29

**Product & Process Outcomes:
Assistance to City Departments**

City Council	Drafting/review of resolutions and ordinances.
City Manager	Review of documents for signature, 91-A requests; Ongoing work with General Code
Community Services	Orchard Street dumpsters; Willand Pond Somersworth Lot Line Adjustment; Fallen tree limb; Children's Museum solar panels grant; Cocheco Headwell RFQ; Sidewalk icing issue; MOU for temporary easement; Application for State Bridge Aid; Lot line adjustment; Hanson Street Project Tree Trimming/Removal.
Executive	NH Dover Business License; Enterprise Park landscaping; Admin Reg 5-4 review
Fire & Rescue	NH Medicaid Portal Registration Form; T-Mobile locked cabinet; NH Medicaid Change of provider Information Form
Finance	Discharges and Liens; Mast Road Recycling Center; Henry Law Park Parking Meter Income; Property owned by City/School Dept. located in Rollinsford; Review of MS Govern/Tyler Technologies Agreement with Unifund; Sale of City property; Sewer utility agreement; Surveyor invoices; Authorization for water shutoff; Orphan lot issue
Planning	Declaration of Covenants for Subdivision; Impact Fee Schedule; Land donation partial release; Conservation Easement Farming License
Police	FY2019 Proposed Fee Schedule review; Chapter 166 Ordinance: Electric charging stations for parking garage; Winter snow parking ban ordinance proposal; Second Extension for Third Street Parking Lot
Public Library	Contract dispute letter
Public Welfare	No legal assistance needed.
Recreation	No legal assistance needed.
School	Comcast E-Rate Service Agreement; Alcohol on school grounds for non-school function

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, up \$32 million in 2017 limited by the high cost of new builds. Residential real estate is experiencing robust demand, up \$209.3 million in 2017, but sales are 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, having surpassed 26,000, dipped suddenly and then partially recovered most recently. The Fed has stopped renewing Treasury bond purchases as they expire which will cause interest rates to rise but they did not add another 25 basis points as expected at their last meeting. Three further 25 basis points hikes are anticipated this year. Downtown retailers, bars and restaurants are experiencing a mixed performance in this traditionally slow period. The most marketing savvy establishments are experiencing improved sales growth aided by the multiple marketing events cosponsored and implemented by DBIDA, Dover Main Street and the Dover Public Library. Those less creative in their marketing efforts or not open to market changes are experiencing the traditional Q1 doldrums. 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 quarter one.

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 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 2018 revenue growth are in the 5%-10% range.

Commercial Real Estate:

Commercial real estate sales activity continued with modest 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. Accelerator units of 1,200 – 2,500 SF are sorely needed to house small post startup companies to get started and to grow in Dover. 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. The first of these, anticipated this month, did not happen. 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 developer (the Kostas brothers). This project is currently at the TRC stage. The Robbins building downtown sold to Catharses who has now initiated demolition of 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 and Q4 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 4.35% on residential mortgages). Median selling prices continue to rise locally and are up 7-9% year-over-year 2016-2017. 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, but most world economies are now doing well and that helps to support the US economy. The Chinese economy has slowed but 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 and import tariffs 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 situation ups and downs make it difficult to assess the effects they will cause in world-wide markets and economies. 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 slightly 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 decline this month with large holdover inventories triggering sell-off sale prices. 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 due to building costs exceeding the value of the completed building at present. 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 when qualified workers can be found. 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. 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 the 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 a decline in sales following a robust result in 2017 Holiday sales. Year-over-year store sales range from up 12% to up 80% but these sectors are now in their annual first quarter slow period. The recent stock market increases followed by the recent correction and partial recovery have tempered confidence at Main Street businesses at present but there is some hope for retail improvement over previous years for this first quarter. The uncertainty about the effect of the tax reform law on household income and the issues of the effect on healthcare coverage and cost has faded to some degree. Local restaurants are still having difficulty hiring wait staff. The recent gasoline price volatility (now on a slightly higher 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 materially affect current pricing at the gas pump during the rest of the spring driving season. 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 market pressure declined slightly in February and March with the traditional Q1 seasonal pause after the Holidays. Dover's current unemployment rate is 2.4%. 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. 2017 wage gains averaged 2.7%. Restaurants are expressing concern about labor shortages with some initiating early week closed days due to a combination of lack of available hiring candidates and the Q1 slow period.

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.

Local Major Development Projects:

- First Street Development Phase 2.
- Third Street Development
- Silver Square Development: Phase 1 completion, Phase 2 just sold.
- Yacht Club Development (residential full, Commercial empty)
- Dover Parking Garage: performing as projected.
- 49,000 SF at 27 Production Drive leased to buy option exercised.
- Robbins Building site / Cathartes Project (Demolition started).
- Broadway mixed use development
- 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 (renovation plans in process).
- The Old courthouse Building on First and 2nd may be demo'd to make room for a mixed use facility.
- 6 Grove St. Project in TRC.

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, March 21, 2018**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

Mayor Weston called the meeting to order at 6:10 pm

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Thibodeaux led the pledge

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Keane, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.
Councilor Gasses arrived at 7:55 pm.

Also present: City Manager Joyal, City Attorney Blenkinsop, 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. LEGISLATIVE BRIEFING

The following gave an update on pending legislation and committee work:
State Senator Watters, District 20 Representative Southworth, District 16 Representative Frost and District 21 Representative Sandler.

B. WATERFRONT DEVELOPMENT STATUS REPORT

Dana Lynch, Vice Chair of the Cocheco Waterfront Development Advisory Committee, gave and update on the proposal.

C. UPDATE CONCERNING BERRY BROOK WATER QUALITY IMPROVEMENTS

James Houle, Professor with the UNH Storm Water Center, gave the final presentation on the project.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, March 21, 2018**
Meeting Time: **6:00 pm**

D. PRESENTATION OF UNH DOWNTOWN STUDY

Representatives from UNH Cooperative Extension and Planning Student Organization gave their findings.

7. ADJOURNMENT

Councilor Muffett-Lipinski motioned to adjourn; seconded by Councilor Williams
Vote: 9/0

All presentations have been archived with the minutes



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 28, 2018**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Gasses led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

ABSENT: Councilor Thibodeaux.

ALSO PRESENT: City Manager Joyal, City Attorney Blenkinsop, and City Clerk Lavertu.

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier requested that Item #12.C.1. be moved to follow Citizen's Forum. Deputy Mayor Carrier moved to approve the Agenda as amended; seconded by Councilor Ciotti. Vote: 8/0.

7. PUBLIC HEARINGS

A. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2019 CDBG ENTITLEMENT FUNDS SPONSORED BY MAYOR WESTON BY REQUEST

Dorothy Jane Greenshields, 13 South Watson Lane: She spoke in support of new skateboard park.

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

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.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 28, 2018**
Meeting Time: **7:00 pm**

Deputy Mayor Carrier moved for the adoption of Item #12.C.1.: Acceptance of the Action Plan and Expenditures for Fiscal Year 2019 CDBG Entitlement Funds; seconded by Councilor Ciotti. Deputy Mayor Carrier moved to substitute as a whole; seconded by Councilor Gasses.
Vote: 8/0.

Assistant City Manager Parker gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0.

9. CITY MANAGER'S REPORT

A. March 28, 2018

Report was submitted in writing

B. Fiscal Year 2019 Proposed Budget Presentation

City Manager Joyal gave a PowerPoint Presentation regarding the Fiscal Year 2019 Proposed Budget.

Mayor Weston asked for the School Department's Budget to be separated to show the debt service and operational budget.

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

Vote: 8/0.

10. APPROVAL OF MINUTES

A. March 14, 2018 – Workshop Session

B. March 14, 2018 – Regular Meeting

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor Williams.
Vote: 8/0.

11. MAYOR'S REPORT

Mayor Weston listed the events she has attended: Legislative Reception held in Rochester, Annual Police Department Employee Recognition Ceremony, Children's Museum Government Day, and the Grand Opening for the Residence at Silver Square. She said Malcolm Mitchell, New England Patriot, read his book to the Woodman Park Elementary School students, which is available at the Dover Public Library. She talked about the Tri-City Task Force regarding homelessness.

Deputy Mayor Carrier moved to accept the Mayor's Report; seconded by Councilor Keane.
Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 28, 2018**
Meeting Time: **7:00 pm**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. ACCEPTANCE OF THE ACTION PLAN AND EXPENDITURES FOR FISCAL YEAR 2019 CDBG ENTITLEMENT FUNDS**
SPONSORED BY MAYOR WESTON BY REQUEST

Moved up on the Agenda to follow Citizen's Forum.

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Cocheco Valley Humane Society**
- 2. ROAD RACE – Children's Museum of New Hampshire**
- 3. ROAD RACE – Horne Street School Parent/Teacher Group**
- 4. ROAD RACE – Interact Club of Dover**
- 5. ROAD RACE – Triangle Club, Inc.**
- 6. B18051 AWARD OF BID FOR CONSTRUCTION EQUIPMENT RENTAL**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B18056 AWARD OF BID TRAFFIC CONTROL/FLAGGING SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. PURCHASE OF A TYPE 1 CLASSIC AMBULANCE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. PURCHASE OF FIREFIGHTING TURNOUT GEAR**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. OPERATING RULES FOR HERITAGE COMMISSION**
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, March 28, 2018**
Meeting Time: **7:00 pm**

COMMITTEE REPORTS

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

Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor Shanahan.

Mayor Weston asked the Council if they had items they would like to pull for further discussion.

Councilor Keane asked to pull Item 13.A.10.

Councilor Williams asked to pull Item 13.A.8.

Mayor Weston pulled Item 13.A.9. and the following Committee Report: 2, 5, 7, 10, 11, 16, and 23.

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

Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.8.; seconded by Councilor Muffett-Lipinski.

Fire Chief Hagman gave an overview of the Resolution to the Council.

Roll Call Vote: 8/0.

Councilor Ciotti moved to substitute Item 13.A.9. as a whole; seconded by Councilor Shanahan.
Vote: 8/0.

Fire Chief Hagman gave an overview of the Resolution to the Council.

Roll Call Vote: 8/0.

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

Councilor Keane moved to change the date of February 6th to March 6th in the Resolution; seconded by Councilor Shanahan.

Vote: 8/0.

Councilor Keane moved for the adoption of the amended Resolution; seconded by Councilor Gasses.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 28, 2018**
Meeting Time: **7:00 pm**

Councilor Ciotti gave an overview of the Planning Board Report to the Council.

Assistant City Manager Parker gave an overview of the Planning Board plan to have more units in a smaller area.

Deputy Mayor Carrier moved to accept the Planning Board Report; seconded by Councilor Keane.

Vote: 8/0.

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

Deputy Mayor Carrier asked Councilor Keane to discuss a program for Curling.

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

Vote: 8/0.

Councilor Keane gave an overview of the Heritage Commission Report to the Council.

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

Vote: 8/0.

Councilor Keane gave an overview of the Pool Advisory Committee Report to the Council.

Deputy Mayor Carrier moved to accept the Pool Advisory Committee Report, seconded by Councilor Ciotti.

Vote: 8/0.

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: 8/0.

Councilor Shanahan gave an overview of the COAST Report to the Council.

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

Vote: 8/0.

Councilor Shanahan gave an overview of the Downtown TIF Advisory Board Report to the Council.

Deputy Mayor Carrier moved to accept the Downtown TIF Advisory Board Report; seconded by Councilor Keane.

Vote: 8/0.

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

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

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 28, 2018**
Meeting Time: **7:00 pm**

B. RESOLUTIONS

- 1. FISCAL YEAR 2019 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM
(TO BE REFERRED TO A SCHOOL DEPARTMENT PUBLIC HEARING ON APRIL 11, 2018, AND THE CITY PORTION PUBLIC HEARING ON APRIL 25, 2018.)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to substitute as a whole; seconded by Councilor Ciotti.
Vote: 8/0.

Deputy Mayor Carrier moved to refer to a public hearing on April 11, 2018; seconded by Councilor Muffett-Lipinski.
Vote: 8/0.

- 2. DISPOSAL OF TAX DEEDED REAL ESTATE @ IONA AVENUE PARCEL ID 33101-000000
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Shanahan.
Assistant City Manager Parker gave an overview of the Resolution to the Council.
City Manager Joyal said the City received a request and a deposit on this property, and they will be using the services of the City's Assessor to appraise the property.
Roll Call Vote: 8/0.

- 3. DISPOSAL OF TAX DEEDED REAL ESTATE @ ARCOLA AVENUE PARCEL ID 33109-000000
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Muffett-Lipinski.
Roll Call Vote: 8/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

A. Letter from Christina Shea, Irvine's Mayor Pro Tem, dated March 5, 2018.

Deputy Mayor Carrier moved to place correspondence on file; seconded by Councilor Muffett-Lipinski.
Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 28, 2018**
Meeting Time: **7:00 pm**

B. Letter from Jane Sherwood.

Mayor Weston added an additional letter to be placed on file, and read the letter to the Council.

Councilor Shanahan moved to add correspondence and place on file; seconded by Deputy Mayor Carrier.

Vote: 8/0.

15. COUNCIL MATTERS OF INTEREST

Deputy Mayor Carrier said he is working on setting up a 400th Celebration Committee meeting.

Mayor Weston asked the Council to send her questions by Sunday night that they would like her to ask the School Department regarding the budget.

16. ADJOURNMENT

Councilor Muffett-Lipinski moved to adjourn; seconded by Councilor Ciotti.

Vote: 8/0.



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE* ☒, TAG* ☐, BLOCK PARTY** ☐,

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

Organization Name: Cochecho Country Club

Federal Tax ID number for Organization: 02-0190120

Check (✓) Nature of Organization:

Religious ☐, Educational ☐, Charitable ☐, Civic ☐, Sports ☒, Veterans ☐, Fraternal or Political ☐, Other ☐
(Describe) Private golf club

Contact Person: Deborah Shelton Day Time Telephone: 603-534-3132

Address: 145 Gulf Road Dover, NH Email: devidirector@cvhsonline.org

Purpose of Permit: Golf ball raffle & helicopter drop w/ proceeds split between CVHS & Dover Food Pantry

Date of Event: November 4, 2018 Specific Time: 1:00 pm

Location of Event: Cochecho Country Club

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

Prize (s) To Be Awarded: 20% of the total raised w/ 500 being the maximum sold

Cost of Ticket: \$ 25

Date of Drawing: November 4, 2018

Place of Drawing: Cochecho Country Club

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: Deborah H. Shelton DATE: 3/28/18
(duly authorized)

PRINTED NAME: Deborah H. Shelton

Licensing Board Approval AT

Date: 4/2/18



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.04.11 – 034**
Resolution Re: **Retention of Outside Legal Counsel Regarding
Potential Opioid Litigation**

- WHEREAS: In New Hampshire and across the country, there is an ongoing public health crisis regarding the overuse of opioid medications; and
- WHEREAS: The crisis is resulting in serious injuries and deaths; and
- WHEREAS: Throughout the United States, states, counties, and municipalities, including the City of Dover, have incurred significant costs responding to this crisis; and
- WHEREAS: As a result of the public health crisis, governmental entities have filed lawsuits in both state and federal courts against the manufacturers of these opioid medications; and
- WHEREAS: The City of Dover is considering filing such a lawsuit and wishes to work with an outside law firm proficient in the handling of these complex cases.

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

The City Manager is authorized to enter the City of Dover into an agreement with Robbins, Geller, Rudman, & Dowd, LLP, a national law firm which represents numerous governmental entities in ongoing opioid litigation cases, on a contingency fee and cost basis, regarding representing the City in potential litigation against the manufacturers of opioid medications, and to take such other action as is consistent therewith.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Anthony Blenkinsop General Legal Counsel		
Recorded by:	Karen Lavertu City Clerk		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.04.11 – 034**
Resolution Re: **Retention of Outside Legal Counsel Regarding
Potential Opioid Litigation**

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 Lindsay Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The over prescription and overuse of opioid medications have resulted in a public health crisis across the United States. Governmental entities, including the City of Dover, have incurred significant costs and expenses responding to this crisis. The City is considering potential litigation against the manufacturers of these opioid medications and wishes to work with an outside law firm proficient in the handling of these complex cases.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.04.11 – 035**
Resolution Re: **Appropriation For Chestnut St and Washington St
Realignment FY2019 Capital Improvements Program –
Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program and to finance these improvements with transfers from Reserve Funds and appropriation of existing funds; and

WHEREAS: The development agreement with 104 Wash Street LLC, approved by city council, identifies that part of the project is the realignment of the intersection of Chestnut Street and Washington Street, the developer to contribute funding to the cost of the intersection improvements, as well as, the City to contribute funding towards the cost of the intersection project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:
The following reserves are appropriated as part of the FY19 Capital Improvements Program for the purposes so designated and the Finance Director or Treasurer is authorized to transfer the funds from the respective Capital Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
01	Chestnut Street Intersection Realignment	\$39,000.00	Police Impact Fees Capital Reserve	Trust
02	Chestnut Street Intersection Realignment	\$78,000.00	Fire & Rescue Impact Fee Capital Reserve	Trust

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

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 – 2018.04.11 – 035**
Resolution Re: **Appropriation For Chestnut St and Washington St
Realignment FY2019 Capital Improvements Program –
Non-Debt Financed Projects**

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.B.2.

Resolution Number: **R – 2018.04.11 – 035**
Resolution Re: **Appropriation For Chestnut St and Washington St
Realignment FY2019 Capital Improvements Program –
Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

The Project Development Agreement approved by Council acknowledges that for coordination and cost effectiveness, the City may seek to piggy back on the site contractor used by the developer to complete the realignment of the intersection of Chestnut Street and Washington Street. A separate resolution for award of scope of work to SUR Construction is to follow.

This resolution appropriates reserve funds to finance a portion of the FY19 Capital Improvements Program. In addition, it authorizes the transfer of Reserve Trust Fund moneys for the purpose of funding a portion of the costs for Chestnut Street and Washington Street Intersection Realignment.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2018:

Description	Proposed Appropriation	Balance 6/30/2018
Reserve Funds CIP		
Police Impact Fee Reserve	\$39,000.00	\$197,004
Fire and Rescue Impact Fee Reserve	\$78,000.00	\$302,098
Total	\$117,000.00	



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.04.11 – 003
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 5 Travel Restrictions, C. Section 2
50 Schedule C. Stop Intersections
53 Schedule F. Commercial Vehicle Travel Restricted
56 Schedule I. No Parking At Any Time

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to revise Sections 5 Travel Restrictions, Section 50 Schedule C. Stop Intersections, Section 53 Schedule F. Commercial Vehicle Travel Restricted and Section 56 Schedule I. No Parking At Any Time.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 5, Travel Restrictions Section 2 (1), (2) and (4) as follows:

166-5. Travel Restrictions. [Added on 04-27-83 by Ord. No. 10-83; Amended on 12-21-94 by Ord. No. 27-94]

Section 2. Designated commercial vehicle routes;

- (1) All State numbered routes and non-numbered state-maintained roadways are designated commercial vehicle routes in the City of Dover. Vehicles with a gross vehicle weight rating of 26,000 pounds (26 K GVWR) or higher shall be permitted to utilize these designated commercial vehicle routes as a means of travel through the City of Dover. These include:

Spaulding Turnpike (NH Route 16) and associated interchanges
Boston Harbor Road (US Route 4) from NH 16 to Durham town line
Durham Road (NH Route 108)
Central Avenue (NH Route 108)
Main Street (NH Route 108)
Washington Street (NH Route 108) from Central Avenue to Main Street
New Rochester Road (NH Route 108)
Knox Marsh Road (NH Route 155)
Littleworth Road (NH Route 9)
Silver Street (NH Route 9)
Portland Avenue (NH Route 4)
Dover Point Road
Gulf Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.04.11 – 003
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 5 Travel Restrictions, C. Section 2
50 Schedule C. Stop Intersections
53 Schedule F. Commercial Vehicle Travel Restricted
56 Schedule I. No Parking At Any Time

- (2) In addition to all State numbered routes and non-numbered sState maintained roadways, certain City streets shall be designated as commercial vehicle routes. ~~As of the date of passage of this ordinance, these~~ These streets include:

Oak Street	From Atlantic Avenue to Portland Avenue
<u>Oak Street</u>	<u>From Central Avenue to Broadway</u>
<u>Broadway</u>	<u>From Oak Street to Pierce Street</u>
<u>Pierce Street</u>	<u>From Central Avenue to Broadway</u>
Stark Avenue	Entire length
Jenness Street	Entire length
Indian Brook Drive	From Sixth Street to NH 16 <u>Entire length</u>
Sixth Street	From Central Avenue to Rochester <u>Ceity</u> line
<u>Old Rochester Road</u>	<u>From Long Hill Road to Somersworth City line</u>

- (3) Commercial vehicle routes shall be designated by signage in accordance with the Manual on Uniform Traffic Control Devices, latest edition, applicable laws and safety policies.
- (4) ~~Permanent~~Temporary revisions to the designated commercial vehicle routes ~~in (b) above shall~~may be presented to the Transportation Advisory Commission by written petition. The Transportation Advisory Commission may require a traffic study and other supporting evidence to consider the petition. The Transportation Advisory Commission shall provide a recommendation to the City Manager or his designee. The City Manager or designee ~~shall~~may post a current list of designated commercial vehicle routes in the office of the City Clerk, Community Services, and the Police Department.
- (5) The City Manager, upon the recommendation of the Community Services Director, may designate temporary, specific construction/haul routes over non-commercial vehicle routes for specific projects with appropriate time limitations on the temporary designation.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.04.11 – 003
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 5 Travel Restrictions, C. Section 2
50 Schedule C. Stop Intersections
53 Schedule F. Commercial Vehicle Travel Restricted
56 Schedule I. No Parking At Any Time

3. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 50, Schedule C. Stop Intersections to include Birchwood Place and Hanson Street as follows:

166-50. SCHEDULE C: Stop Intersections. [Amended on 06-30-99 by Ord. No. 07-99, Additional amendments noted where applicable]

In accordance with 166-8, the following streets are designated as full stop street intersections:

<u>STOP SIGN ON:</u>	<u>AT INTERSECTION OF:</u>
<u>Birchwood Place</u>	<u>Central Avenue</u>
<u>Hanson Street</u>	<u>Central Avenue</u>

4. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 53, Schedule F. Commercial Vehicle Travel Restricted by renaming the Schedule in the Article Index as follows:

ARTICLE VI

SCHEDULES

- 166-48. SCHEDULE A: One-way Roadways.**
- 166-49. SCHEDULE B: Prohibited Turns at Intersections.**
- 166-50. SCHEDULE C: Stop Intersections.**
- 166-51. SCHEDULE D: Yield Intersections.**
- 166-52. SCHEDULE E: Travel Restricted to Emergency Vehicles.**
- 166-53. SCHEDULE F: Certain Commercial Vehicle Travel Restricted.**



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.04.11 – 003
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 5 Travel Restrictions, C. Section 2
50 Schedule C. Stop Intersections
53 Schedule F. Commercial Vehicle Travel Restricted
56 Schedule I. No Parking At Any Time

5. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 53, Schedule F. Commercial Vehicle Travel Restricted by renaming the Schedule as follows:

166-53. SCHEDULE F: Certain Commercial Vehicle Travel Restricted.

[Amended on 05-15-91 by Ord. No. 18-91; Amended on 01-29-97 by Ord. No. 01-97; Amended on 11-11-98 by Ord. No. 17-98; Amended 02-19-2003 by Ord. No. 03-2003; Amended on 11-12-2008 by Ord. No. 2008.10.22-17; Amended 11-13-2013 by Ord. No. 2013.10.09-013]

6. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 56, Schedule I. No Parking At Any Time to consolidate the three Hanson Street parking restrictions as follows:

166-56. SCHEDULE I: No Parking at Any Time.

Hanson Street	[Repealed on 09-16-92 by Ord. No. 25-92] <u>Both sides, entire length</u>
Hanson Street [Added on 09-16-92 by Ord. No. 25-92; Amended on 10-15-01 by Ord. No. 20-2001]	Northerly side, from the easterly property line of #8 Hanson Street easterly to Henry Law Avenue
Hanson Street [Added on 08-15-01 by Ord. No. 20-2001]	Southerly side, from the intersection with Central Avenue easterly to the easterly property line of #15 Hanson Street
Hanson Street [Added on 09-16-92 by Ord. No. 25-92]	Southside, from the intersection with Henry Law Avenue westerly to the westerly property line of #33 Hanson Street

7. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.04.11 – 003
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 5 Travel Restrictions, C. Section 2
50 Schedule C. Stop Intersections
53 Schedule F. Commercial Vehicle Travel Restricted
56 Schedule I. No Parking At Any Time

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor, Karen Weston		
Deputy Mayor, Robert Carrier		
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

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ORDINANCE BACKGROUND MATERIAL:

Regarding 166-5 Travel Restrictions and 166-53 Schedule F: The Transportation Advisory Commission has endorsed this revision. The TAC initially considered resident concerns pertaining to tractor trailer traffic on narrow residential roads such as Hill Street, which originate from businesses at 121-131 Broadway (Jewett Farms, Relyco, NEFAB, Micronics, Peak Ryzex, and Sig Sauer). Without specified truck routes in this area, trucks are technically complying with the current ordinance by taking the most direct route through these neighborhoods to access Route 108. The TAC determined that access to Broadway via Pierce or Oak was a safer route for these local trucks. The TAC also endorsed clarifying the acceptable commercial vehicle route list throughout the section, and added other housekeeping language changes, to make the ordinance easier to interpret.

In Section 2. (4), the current version of this ordinance allowed for permanent changes to be made directly by the TAC. While this provision is well-intentioned, only the City Council should have authority to make permanent amendments to City Code. The proposed language change ensures that only the Council can adopt Code changes but continues to allow the TAC to address requests for temporary commercial vehicle routes for specific projects.

Regarding 166-50 Schedule C Birchwood Place: The Transportation Advisory Commission has endorsed this revision. During the recent Birchwood/Keating/Renaud reconstruction, it was determined that a stop sign should be added on Birchwood. Adding this intersection to the list of stop intersections in Schedule C will clarify the right-of-way rule for Central Avenue, the major street.

Regarding 166-50 Schedule C Hanson Street: The Transportation Advisory Commission has endorsed this ordinance revision. This is actually a housekeeping change, because a stop sign has already been posted at this location for years. While researching other Chapter 166 sections in connection with the impending Hanson Street reconstruction project, City staff discovered that this intersection is missing from those listed in Schedule C.

Regarding 166-56, Schedule I: The Transportation Advisory Commission has endorsed this revision. On-street parking on Hanson Street has long been restricted in all but a few areas, as detailed in the 3 entries in Schedule I. The impending Hanson Street reconstruction project has been designed to improve the existing sidewalk and add curbs on both sides of the roadway. The final design yields a curb-to-curb width of 24', which is not wide enough to accommodate on-street parking.

RECEIVED
City Manager's Office

APR 02 2018

Dover, New Hampshire



March 26, 2018

Dover City Council
City of Dover
288 Central Avenue
Dover, NH 03820

Re: Xfinity TV Changes - Updates

Dear Members of the Council:

As part of our continuing effort to keep you informed, I wanted to share with you the following updates regarding Xfinity TV changes.

Effective May 9, 2018, The Weather Channel will only be available on Expanded Basic, Family Tier and new Sports & News tier; Cartoon Network will only be available on Digital Preferred and new Kids & Family tier; Disney Channel will only be available on Expanded Basic, Family Tier and Kids & Family tier; TruTV will only be available on Expanded Basic; Food Network will only be available on Expanded Basic, Family Tier, and new Entertainment tier; OWN will only be available on Expanded Basic and Economy Plus Latino, and Starter Latino. The following channels will be added to Digital Economy: BBC World News, Bloomberg, Hallmark Movies & Mysteries and Smithsonian. Big Ten Network, NBC Sports Bay OOM, NBC Sports Chicago OOM, Outside TV and Sports Net-NY OOM will no longer be available.

MGM HD will no longer be available starting on June 1st and NFL Network will only be available on Digital Preferred and Sports Entertainment Package starting on July 1st.

Customers are receiving this information, in advance, via bill message.

If you have any questions, please do not hesitate to contact me at 603-224-1871, ext. 202.

Sincerely,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs