



CITY OF DOVER

CITY COUNCIL – AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 25 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 - CITY PORTION ONLY**
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. 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.)
SPONSORED BY MAYOR WESTON BY REQUEST
 - C. CHAPTER 166, SECTIONS 5.C.2., 50.C., 53.F., and 56.I.**
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. April 4, 2018 – Workshop Session**
 - B. April 11, 2018 – Workshop Session**
 - C. April 11, 2018 – Regular Meeting**
- 11. MAYOR’S REPORT**



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12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

- 1. CHAPTER 166, SECTIONS 5.C.2., 50.C., 53.F., and 56.I.**
SPONSORED BY MAYOR WESTON BY REQUEST

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. 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.)**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Park Street**
- 2. BLOCK PARTY – Woodman Institute Museum**
- 3. B17037 BIRCHWOOD AND KEATING RECONSTRUCTION CHANGE ORDER 2**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. B18055 DOVER DRAW STRING TRASH BAGS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. B18060 AWARD OF BID SEWER DRAIN SUPPLIES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. B18061 AWARD OF BID WATER DRAIN SUPPLIES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B18066 AWARD OF BID PRECAST CONCRETE STRUCTURES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. B18068 HOT BITUMINOUS PAVING –ASPHALT LAID IN PLACE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. B18074 DESIGN CONSULTANT FOR THE WHITTIER STREET SIDEWALKS**
SPONSORED BY MAYOR WESTON BY REQUEST



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10. CHESTNUT STREET AND WASHINGTON STREET ALIGNMENT SPONSORED BY MAYOR WESTON BY REQUEST

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. ACCEPTANCE OF WHALE TALE SCULPTURE DONATION FOR DOVER INDOOR POOL

SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

A. Letter from Jane Ann Sherwood, dated April 13, 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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Resolution Re: Fiscal Year 2019 Budget Appropriations, Fees and Capital
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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 City 04/25/2018
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.

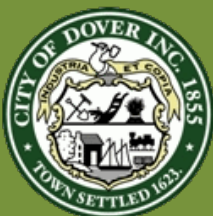
City of Dover

City Manager's Report

April 25, 2018



Dover Race Series First Race



Reporting on March 2018

J. Michael Joyal, Jr.
City Manager

Introduction



Michael Joyal
City Manager

Report Highlights

Section 1:

Customer-Focused
Outcomes

Section 2:

Product & Process
Outcomes

Section 3:

Leadership & Governance
Outcomes

Section 4:

Financial & Benchmark
Outcomes

Section 5:

Workforce-Focused
Outcomes

Section 6:

Sustainability-Focused
Outcomes

Section 7:

2018-2019 City Council
Goals

City of Dover's Municipal Leadership Team

			
Gary Bannon Recreation Director	Daniel Barufaldi Economic Development Director	Cathleen Beaudoin Public Library Director	Anthony Blenkinsop City Attorney
			
Anthony Colarusso Police Chief	Susan Daudelin Human Resources Director	Annie Dove Information Technology Director	Eric Hagman Fire & Rescue Chief
			
Daniel Lynch Finance Director	Lena Nichols Public Welfare Director	Christopher Parker Assistant City Manager-Planning Director	John Storer Community Services Director

Customer-Focused Outcomes

1

"Ensure overall municipal service delivery remains responsive to needs of community and that response time to citizen concerns is reasonable."

Common Abbreviations:

ACO = Animal Control Officer

MSRO = Middle School Resource Officer

HSRO = High School Resource Officer

WFRO = Whittier Falls Resource Officer

POP – Problem Oriented Policing

SIB – Special Investigations Bureau

CREU = Community Response & Enforcement Unit

DPL = Dover Public Library

F&G = Facilities & Grounds

March library circulation totaled 25,082 items. (13,081 adult + 8,781 children's print items; plus 2,934 items downloaded including 2,069 audiobooks & eBooks, 1,029 Hoopla streaming music and movies, and 122 eMagazines).

119 new library patrons registered at the library; total active cardholders 14,614. 12 of these new patrons were non-resident Dover workers or students (now 534 in that category). **Goal 1.**

Museum passes were borrowed 122 times from the library.

1,776 people attended, or registered for, 86 free programs at the library during March.

The library executed 60 U.S. passports in March.

The circulation desks at the library filled 1,503 patron hold requests.

37 new patrons registered for downloadable audiobooks/ eBooks (total = 4,254) and 29 registered for Hoopla (total = 1,150).

At the Dover Public Library, Internet and PC uses by the public totaled 1,352 on library workstations, plus 4,380 via Wi-Fi, plus 32 Chromebook loans. Average Internet use per day was 185.

Responsiveness & Measurables

159 meetings & tutoring sessions were hosted in the library's Lecture Hall, Trustees Room, & Learning Center.

16,415 people visited the library during March, an average of 530 per day (open 31 days).

The library's new 3D printer fulfilled 24 customer requests for printed objects.

Repurposing of former magazine space at the Dover Public Library to become new Computer Lab/Makerspace area began March 28. **(Goal 3)**

Through our shared Dovertnet Library System, DPL made 89 loans to Dover schools and borrowed 156 items from the schools. **(Goal 5)**

The library's system administrator aided school librarians with six Koha ILS issues this month. **(Goal 5)**

Sergeant Pettingill, the CREU Supervisor, continues to serve as a part-time supervisor for the Strafford County Drug Task Force. On March 22, 2018, Sergeant Pettingill, along with members of the SCDTF, and members of the Dover Police Department, executed a search warrant at a residence in Dover as part of a collaborative investigation. As a result of the warrant, a significant quantity of marijuana was recovered along with crystal methamphetamine and two handguns. This investigation will be forwarded to the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) for possible federal indictments.

Officer Dunne, MSRO, investigated a call involving threats such as a bomb threat on March 12, 2018 and another threat to the school on March 22, 2018. Both of which were quickly determined not to be credible.

In response to the Parkland, Florida school shooting, students at DMS took part in the national walk out. Approximately 20 students and their parents stood peacefully at the front of the school. Captain Terlemezan and Officer Plummer were at the school as well. No police action was needed and the event ended without incident.

	On March 27, 2018, Officer Dunne, MSRO, assisted the guidance office by conducting a welfare check on an 8th grade student with a large number of unexcused absences. An officer checked the residence and concluded the student was safe at home. A report was completed and sent to the Division of Children, Youth and Families. On March 28, 2018, a 5th grade student exhibited unsafe behaviors within the school and needed to be sent home. Her parents do not have a motor vehicle and would not be able to pick her up in a timely manner. Due to her continued disruptive behavior, Officer Dunne requested a patrol unit respond to the school to transport her home. Officer Dunne has volunteered her time as an assistant coach with Girls on the Run. Girls on the Run is a national organization aimed at building the self-esteem of young girls while increasing their physical activity. Girls on the Run meets two days a week after school.	Starting at the beginning of March, Officer Dunne was assigned an advisory group. Officer Dunne was teamed up with a 7th grade teacher and a group of twelve 7th graders. Advisory occurs every other school day with the intent to engage students in smaller groups to promote relationships between teachers and a different set of students than they normally see. This will continue through the end of the school year. Officer Dunne continues to attend 5th and 6th grade lunch and recess, as well as maintaining presence in the hallways.	 Above, Officer Dunne on duty during the lunch period
<i>"Customers may forget what you said but they'll never forget how you made them feel."</i> <i>Unknown Author</i>	On March 30, 2018, members of the CREU in conjunction with the NH State Liquor Commission conducted alcohol compliance checks at 27 off-premise vendors throughout the city licensed to sell alcoholic beverages. Off-premise vendors are those business licensed to sell liquor for purchase and carry such as convenience stores, as opposed to on premise, which includes establishments such as bars and restaurants. During each of the compliance checks, underage student volunteers trained by the New Hampshire Liquor Commission, entered each of the "off-premise" liquor license establishments and attempted to purchase alcohol using their own New Hampshire driver's license. Out of the 27 businesses checked, five sold alcohol to underage volunteers. Summonses for prohibited sales of alcohol were issued to each of the	individual clerks responsible for the sales. The businesses themselves also received administrative penalties issued by the liquor commission. Sergeant Pettingill has been working with Officer Pike, the High School Resource Officer, in order to begin recruitment of participants for the Student Level Citizens Police Academy which will begin on April 9th. On March 26, 2018, Officer Dunne spoke with a parent of an 8th grade student regarding her son being threatened with a knife during a weekend sleepover. Officer Dunne spoke to all students and parents involved; each side provided a vastly different version of events and no factual determination could be made. The students are now kept apart.	Throughout the course of March, Officer Dunne, Middle School Resource Officer, investigated various calls involving inappropriate use of social media by students. One occasion included perceived threats against another student. All students and parents were interviewed, and it was determined no credible threat had been made and students were instructed to stay away from each other and cease all electronic communication. In addition to this, Officer Dunne handled two separate instances of students "sexting" and sending nude photographs to one another via social media. All students and parents were spoken to about child pornography laws and the proper use of social media. The students removed all photographs from their electronic devices.

86 March library programs were attended by 1,776 people.

Program / Event	Number of people in attendance
<i>24 Story Times</i>	417
<i>2 Craft sessions</i>	229
<i>2 Sock Puppet Sessions</i>	27
<i>Snap Circuits</i>	8
<i>Scavenger Hunt</i>	26
<i>2 Egg Crafts</i>	40
<i>Head Start Visit</i>	38
<i>Little Tree Visit</i>	8
<i>Story Time at CMNH</i>	7
<i>Button Program</i>	12
<i>Soggy Po' Boys</i>	130
<i>Blues Program</i>	30
<i>Toddler Yoga</i>	15
<i>Adult Yoga</i>	20
<i>4 Spy Science</i>	39
<i>Teen Advisory Board</i>	9
<i>2 Escape Rooms</i>	36
<i>Irish Living History</i>	24
<i>3D Prints</i>	24
<i>2 Organic Gardening</i>	60
<i>STEM Saturday</i>	4
<i>Exams Proctored</i>	2
<i>Memory Lab Scanner</i>	3
<i>Memory Lab Cassette</i>	2
<i>Memory Lab VHS</i>	2
<i>9 Movies</i>	147
<i>5 Lego Saturdays</i>	183
<i>Game Night</i>	4
<i>6 Technology Classes</i>	41
<i>2 Book Groups</i>	22
<i>2 Book Jar Guesses</i>	39
<i>3 Little Free Library Visits</i>	120 books
<i>Book-a-Librarian Appointments</i>	4
<i>Langdon Place Visit</i>	4
<i>Passports</i>	60

As an additional duty, Officer Dunne is tasked with contacting individuals in the community who recently overdosed in order to follow up on their wellbeing and refer them to addiction services. She contacted 2 such individuals this month.

During the month of March, Officer Pike, the High School Resource Officer (HSRO), assisted the Dover High School with directing afternoon traffic on multiple occasions on Bellamy Rd. and Alumni Dr. This traffic direction allows for the safe passage of students/faculty crossing Alumni Dr. to the Senior Parking Lot. This activity also allows for the prompt exit of school busses from DHS in conjunction of all other traffic coming and going from the school.

Officer Pike meets with multiple students in his office on a day to day basis. Those meetings consist of general questions not necessarily related to law enforcement. This is an excellent opportunity for Officer Pike to mentor students about academics, career, and life.

Officer Pike continuously met with school officials to assist with school investigations in determining if criminal activity occurred. Most of this activity is usually centered on potential bullying matters and the use of social media.

While Officer Pike is continuing a coordinated effort with the Auto Technology & Collision students to have a cruiser brought to Dover High School each Thursday to be detailed, it proved difficult during this past month. No cruisers were detailed during this period due to the start of a new semester at the Dover High School and teacher Nathan Kalway being sick. Kalway and Officer Pike will be resuming this program during the month of April.

During the month of March, Officer Plummer, the Whittier Falls Resource Officer, assisted Dover Housing Authority (DHA) staff with setting up for the annual DHA Easter Egg hunt. This event is highlighted by the raffle of 2 new bikes that are awarded to two DHA residents who attend the Egg Hunt. The bikes were donated to Officer Plummer from the Christmas Toy bank.

During the month of March, Officer Plummer met with a resident that who had relapsed on controlled drugs after they were doing very well. Officer Plummer was able to support the resident and provide the resident with updated recovery information and services.

During the month of March, Officer Plummer met with a number of children on the DHA playground and spoke with them about the dangers of bullying.

Officer Khalsa has seen an increase in homeless persons trespassing in the mills owned by Chinburg Properties. He has made or assisted in several arrests for trespassing. There have also been homeless persons trespassing in other buildings, to include City owned properties. Officer Khalsa continues to attempt to mitigate this issue on an ongoing basis including contacting the homeless individuals and attempting to provide them with services.

Officer Khalsa assisted with the Strafford County Drug Task force in various capacities to include intelligence gathering, interdiction stops and Operation Granite Shield. This resulted in several confidential informants being cultivated in an effort to work on the drug epidemic and improve the quality of life in the City.

Officer Khalsa has made arrangements to conduct a robbery prevention talk with Temescal Wellness, the medical marijuana dispensary. This was a program that the police department offered when Temescal Wellness first opened but they have been unable to schedule as of yet.

Officer Khalsa continues to monitor several areas known to be vandalized with graffiti. He continues to track the type of graffiti and at what location for future reference and prevention. As the warmer weather approaches, issues related to graffiti are expected to

On a continuous basis Officer Khalsa is fostering community outreach by approaching local businesses, associations and persons and informing them of the Problem Oriented Policing mission and services.

Despite three massive snow storms, customer visits were nearly the same as they were last March, when there was only one major storm. In March of 2018, an average of 1,666 people used the metered parking system each day compared to 1,681 in March of 2017. These numbers are in addition to the nearly 600 parking permits the city issues to employees and residents that are used daily.

Overall, the parking system is showing a 5.2% increase in usage for FY18 versus FY17. Management of the parking system to find the right balance to meet employee and customer parking needs is critical to the success of the downtown businesses. Parking availability is the priority.

During the month of March 2018, 18 registered sex offenders were processed by the Dover Police Department's Special Investigations Bureau. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

In March 2018, Special Investigations Bureau detectives investigated three unattended deaths, two of which are believed to be a drug overdoses.

On March 23, 2018 Special Investigations Bureau detectives investigated a robbery at Kennebunk Savings Bank. As a result, a Dover man was charged with felony level Robbery.

The Special Investigations Bureau is responsible for conducting background investigation for potential employees of the police department. During March 2018, multiple investigations of this type were on-going.

Also in March, SIB detectives assisted the Strafford County Drug Task Force with multiple investigations into illegal narcotics traffic in Dover.

During the month of March 2018, the Dover Police Department responded to 2,237 incidents throughout the city. Officers made a total of 788 motor vehicle stops during which they issued a warning or a summons

Also during the month, officers conducted checks of the Community Trail, the Transportation Center, as well as area parks. They conducted very frequent checks of the parking garage due to concerns of loitering raised by neighboring residents. Officers have also been conducting specific enforcement related to motorists passing stopped school buses and speed in school zones.

Pictured below is the aftermath of a multiple car collision which resulted in a broken gas line and a massive response by police and fire personnel.



Police Response to Calls by Priority

March

Priority 1: Immediate

Crimes in progress; injury accidents; alarms
= 175 Responses

Priority 2: Rapid

Crimes/incidents not in progress but require quick response to preserve evidence, locate witnesses or provide for public safety.
= 81 Responses

Priority 3: Timely

Disturbances, noise violations, welfare checks, motor vehicle disturbances, minor collisions
= 484 Responses

Priority 4: As Officers are Available

Non-criminal, crimes reported well after committed; message delivery; tow request, littering, fingerprints; assistance, abandoned vehicles
= 699 Responses

Priority 5: Motor Vehicle Stops

= 788 Responses

The Dover Police responded to 84% of emergency calls in less than 6 minutes

Dispatch Communications

Radio Transmissions
11,196

Phone Calls
7,657

911 Calls Received
357

Lobby Customers
377

Police Alarms Received
81

Police Alarms Cancelled
Prior to Arrival
17

Sgt. Speidel worked closely with Dover Main Street representatives to coordinate the third annual "Run Before You Crawl" 5K event on March 10, which was based at the Dover Transportation Center. Sgt. Speidel handled the Police Department's operational planning for this event, to include the deployment of directional signs, barricades and cones to facilitate road closures, parking restrictions and traffic diversions, the scheduling and assignment of police personnel, and coordination with railroad administrators for the temporary suspension of freight service. This was the first event of the 2018 "Dover Race Series".

Sgt. Speidel fulfilled several Planning Board Technical Review Committee responsibilities during the month of March on behalf of the police department. This included a follow-up review on March 12 for the former Foster's property (333 Central Avenue), a conceptual review on March 15 of a proposed open space subdivision at 260 Locust Street, and follow-up review on March 26 for proposed developments at 6 Grove Street and 58 New Rochester Road.

On Friday, March 30, Dover officers participated in the Operation Safe Commute statewide coordinated enforcement initiative. The date was selected by the NH Office of Highway Safety. Extra traffic patrols were performed during peak commuting hours under the Dover Police Department "Sustained Traffic Enforcement Program" (STEP) grant which provides federal funding to reimburse the agency's personnel costs. Targeted violations included moving violations tending toward aggressive driving behavior or distracted driving. Targeted locations on that date included upper Sixth Street, Old Rochester Road and Indian Brook Drive.

Customer-Focused Service: *We engage our customers, with a focus on listening to and supporting their needs, anticipating and delivering high quality services and ensuring their satisfaction.*

The Dover Police Department performed 18.5 man-hours of targeted DWI saturation patrols on Friday and Saturday nights during the month of March, in addition to regular duty patrols. These patrols, scheduled and coordinated through the Traffic Bureau, are funded with a federal grant through the Office of Highway Safety which is effective through September 2018. Dover Police made a total of 9 DWI arrests during the month of March.

Sgt. Speidel performed 13 child passenger seat inspections during the month of March. Each safety check takes approximately 30 to 60 minutes and involves a review of child restraint systems in the caregiver's vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the age group. Sgt. Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the police department provides this service free of charge.

This included seat checks performed on the evening of March 21 in partnership with Wentworth-Douglass Hospital. Sgt. Speidel partners on a monthly basis with trained staff of the WDH Women and Children's Center to provide a full evening of appointment opportunities. Expectant parents and other caregivers can book appointments for safety inspections of their child seat installation in their vehicles.

The library executed 66
U.S. passports in
January.

Inspection Services was very busy in March with a total count for inspections conducted and permits issued at 712. Here is the Inspection Services activity breakdown for March:

Inspections - Life Safety	100	Inspections - Plumbing/Mechanical	146	Inspections - Woodstove/Fireplace	0
Inspections - Business	24	Inspections - Blasting	0	Permits Issued - Blasting	1
Inspections - Sprinkler/Alarm	24	Inspections - Health	52	Permits Issued - Building	40
Inspections - Building	117	Inspections - School / Daycare	11	Permits Issued - Certificate of Occupancy	72
Inspections - Electrical	122	Inspections - Oil Burner	03	TOTAL	712

March was a slightly busier month for Fire & Rescue as Fire & Rescue responded to 509 calls for service. 6 of the calls for service were for fires, 278 were for medical emergencies, 71 were for other hazardous situations requiring emergent intervention (natural gas leak or energized power line down for example), 75 were either false or good intent in nature, with the remaining 79 being for non-emergent requests. Of the emergencies, there were 175 times where simultaneous emergencies were occurring with 53 of those times where 3 or more emergencies were occurring at the same time. The busiest day in March for Fire & Rescue was Thursday, 03/08/2018 when there were 68 calls for service when Dover was experiencing one of this season's winter storms. The busiest non-storm day was Saturday, 03/17/2018 with 25 calls for service while the slowest day of the month was Friday, 3/2/2018 with only 7 calls for service.

Dover Housing Authority's Police Liaison Program

This program puts a police officer at the large public housing facility at Mineral Park. This officer plans community programs, youth programs, crime prevention initiatives and generally responds to incidents and problems in that neighborhood – often intervening before a call to the police department's dispatch center is initiated.

The Strafford County Regional Tactical Operations Unit

This is a highly trained unit that responds to situations that require a more specialized police response. The unit is a regional tactical team comprised of law enforcement and fire officials within Strafford County. The Chief of Police is a member of the board of directors and the FOD Commander is the agency liaison between the SCRTOU and the Dover Police Department. Dover officers serve in various capacities on the tactical team.



There are a number of noteworthy builds and projects Inspections worked at or on in March. Construction on the new memory care facility at 35 Point Place started and is shown to the left.

Work on the apartments to be constructed within 1 Washington Center also started. Additionally, work is progressing fast on the interior of the New High School which triggers constant inspections. The photo to the right shows one of the classrooms in the finish phase where inspections have been occurring.



March 2018

Total of Animal Calls for Service: 53

Calls handled by Officers = 18

Calls handled by Dispatch = 16

Calls handled by Animal Control = 19

Calls Handled by Officers	
Loose Dog	01
Found Animals	04
Cat Bite	01
Hit Deer	03
Barking Dog	01
Deceased Cat	01
Welfare Checks	07
Calls Handled by Dispatch	
Found Animals	06
Lost Animals	07
Welfare Check	01
Deceased Wildlife	02
Calls Handled by ACO	
Loose Dogs	02
Lost Animals	03
Found Animals	03
Welfare Checks	07
Dog/Cat Bites(quarantines)	04

The ACO received 55 voicemail messages and returned those calls.



The ACO received a call from a business owner who found a bat on the floor of her hallway when she unlocked her door to go inside. It was about 40 degrees the day the bat was found and putting it outside was not an option. The ACO examined the bat and determined that it was in need of rehabilitation. The ACO contacted NH Fish and Game to see if a Conservation Officer could transport the bat to a rehabilitator in NH (Maria Colby) who specializes in bat rehabilitation. As there was not a Conservation Officer available to transport the bat, the ACO made arrangements to get the bat to Maria Colby herself. The bat will be in rehabilitation for a few months. Bat is pictured above.

The ACO was called to pick up a dog at the home of the finder. The dog, a Shih-Tzu, had been found loose near Danielle Lane. The dog was not wearing any ID but the ACO scanned the dog for a microchip and learned that the dog, "Hope" was registered to a woman in Hampton, NH. The ACO learned that Hope was being watched by the dog owner's friend in Dover and was able to sneak underneath the fence and go exploring on her own for a little while.

Hope is pictured to the left.

During the month of March, the Utilities Division was busy with hydrant repairs. The hydrant on Oak Street at Portland Avenue was replaced. As a result of the cold weather, the base of the hydrant became frozen which caused it to crack. The hydrant located on Washington Street at Water Street was hit by a vehicle. Staff installed a new breakaway kit for this hydrant. A hydrant on Emerald Lane was damaged by a vehicle. This hydrant required a new shaft and a breakaway kit.

Crews replaced the curb box for 55 Boston Harbor Road. This home has been vacant. City staff had been unable to shut the water off due to the broken curb box rod.

On a daily basis, the Dover Mounted Unit patrols the Dover Community Trail, Henry Law Park, the Skate Park, Maglaras Park, railroad yards and the downtown area including crosswalk enforcement and parking lot checks.

During the month of March, Officers Caproni and Murch made hundreds of positive community contacts throughout their patrol area which covers the entire downtown business district from New York Street to Silver Street and all the way from the Community Trail to Cocheco Street. These police contacts give the officers and the public a sense of being part of the community together. This is especially important with children. The officers are told on a daily basis by people they meet how much they appreciate seeing the horses around.

The Mounted Unit is very familiar with the transient and homeless population and continues to monitor their whereabouts and helps to direct them to resources for shelter or food. It has become common for residents of Dover to seek out the Mounted officers to check on homeless camps throughout the downtown due to the fact it is typically easier to reach these locations on horseback and because of the history we have with most of these individuals. During March, the officers were asked to check the area behind Maglaras Park for new homeless camps. The Mounted unit was able to cover the area quickly and the individuals were located and informed to stay off private property. At the same time, the officers offered services to the homeless individuals.

The Children's Museum of NH asked The Mounted Unit to attend their Birthday Celebration Week. The officers and horses attended the event on the 22nd which was a Nor'easter but there were still hearty individuals that came outside to say hello. The Mounted Unit made an attempt to be in the area of the museum every day during the celebration week as there were many visitors.

The Residence at Silver Square had a grand Opening event on March 28th and the Mounted Unit was invited to attend. This is a new assisted living community that just opened in Dover and is considered a luxury senior living environment. The Mounted Unit has an excellent relationship with activities director Monique Foote who previously worked at Maple Suites.

The Mounted Unit typically visits the residents at these facilities on an annual and talks about the job they do. The officers are already scheduled to return in May.

Pictured right, Officer Murch visits with a resident at the Residence at Silver Square Grand Opening.

In March, Dover Mounted Patrol was responsible for:

- 30 Public Assists
- 17 Parking Assists
- 13 Community Action/Homeless Assists



The Mounted Unit recently visited the Children's Museum during the museum's celebration of Dover event.





Above, Officer Caproni and Rasa check on the progress of the demolition of the Robbins building.

During the month of March, the Highway Division was kept busy with winter storm operations. Roads were pretreated with a brine solution prior to four winter events, applying a total of approximately 12,475 gallons. Brine is made out of water and solar salt which is prepared prior to storm events. Brine can be applied to roadways up to seven days in advance of inclement weather. This application helps keep roads ice free for a longer period of time prior to plowing.

All City streets and parking lots were plowed and snow was removed as needed. Sidewalks in the downtown and along school routes were cleared after each storm. Spot sanding/salting was performed on icy roadways and sidewalks (and straight sand on all dirt roads) after varying temperatures resulted in slippery conditions. The residential sand/salt pile, located in the Shaw's Lane ball field lot, was restocked and several of the bins in the downtown were also refilled. Crews worked through the night to remove snow piles from the downtown area.

While conducting a TV inspection of the Eliot Park neighborhood, City Staff discovered a portion of the sewer main had collapsed. This is a ten inch clay sewer main. Crews replaced approximately 30 feet of the sewer main.

The Utilities crew assisted with snow removal operation.

During the month of March, the meter crew conducted 75 stopped meter appointments, 34 final reading appointments, 10 turn off appointments and 7 meter installation appointments.



Eliot Circle Sewer Main

The Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or provided other traffic control resources for the following activities during the month of March:

Dover High School winter guard / percussion show, March 11

"Maltz Challenge" fallen soldier memorial event at Seacoast Kettlebell, March 10

Seabrook emergency drill and exercise / Dover Fire Department, March 15

American Cancer Society Relay for Life team road toll, March 25

The Residence at Silver Square grand opening event, March 28

Mailboxes damaged by plows were either repaired or replaced, as needed. Temporary boxes were provided in some cases in order for residents to receive their mail. Permanent boxes will be installed in the spring, and any lawn damages will be repaired at that time as well.

Street sweeping equipment was washed and prepped for use. One Heavy Equipment Operator has started street sweeping already. Roads slated for restriping are typically completed first, followed by the downtown, then all remaining City streets. Crews will return to re-sweep any trouble spots as needed. Sidewalk sweeping has also been underway.

The Facilities, Grounds and Cemeteries handled 161 work orders in March and 15 service calls. In Pine Hill Cemetery, employees attended 1 full burial and set 1 marker. Time was spent picking up downed limbs and tree issues in the Cemetery this month.

There were a few weather events that required snow removal or sand salt operations where Facilities & Grounds employees were called in to work. The most notable was on March 8th when we received over a foot of snow. The stump of the Christmas tree in Rotary Park was removed, the flag pole insert was reinstalled and the flag pole put back up flying a new American flag. March came in like a lion and left the same way. At least eighteen work orders were addressed pertaining to limbs down due to wind, rain and snow. Nine work orders addressed the removal of trees for the same reasons. Employees removed trees near the access to the boat launch, preparing the way for the new dock. Urban Tree removed two trees too big for City equipment.

During the week of March 26, motor vehicle collisions with utility poles wreaked havoc in several locations throughout the City.

On Monday, March 26, a tractor trailer unit attempting to navigate the Saint John and Chapel Street corner (photo above) snapped a utility pole at a key three-phase electric transmission line junction point, which forced the Dover Police Department to close the area throughout the day and night to allow for repairs.

In the early morning hours of March 29, a single vehicle crash snapped a utility pole in the area of 267 Dover Point Road. This repair also required the prolonged closure of Dover Point Road through the morning commute.

On Friday evening, March 30, a single vehicle collision on Sixth Street near Liberty Way knocked out power to over 700 customers in the north end of the City. Numerous key intersections along Indian Brook Drive – including Weeks Crossing – were without power for several hours which required the Dover Police Department to bring in extra personnel for traffic control and manpower.



Forty-four work orders were generated regarding facilities and grounds issues, including twenty-two that dealt with sign issues. Twenty sign posts were replaced, often reusing the signs if they weren't damaged. Snow removal and motor vehicle accidents being the cause of the damaged posts. Two signs were posted for parking or parking meter issues. Four parking meters were moved around, due to the Robbins building project and a dysfunctional meter.

Pictured left, Tractor Trailer accident on Chapel Street which resulted in a power outage and lengthy road closure.

School Zone signals were reset to accommodate the time change for Daylight Savings Time. Two green balls and one yellow ball were replaced at different intersections, in March. Four traffic light complaints were addressed, for the third month in a row. Traffic signal boxes were shoveled out after the larger storm.

Employees replaced the posts and heads for two décor lights on Central Avenue, one in front of Turn Up the Beet and the other in front of Labor Ready. Issues with three street lights were reported to Affinity.

The City flag was lowered and the Greek flag was raised, in the annual celebration of Greek Independence Day on March 25th.

Tennis nets were installed at Woodman Park and the pickle ball nets were put up at Garrison Park as the weather has been so warm and the courts were clear of snow. Mower maintenance was ongoing, concentrating on the assortment of push mowers used when mowing in tighter areas.

The plumbing is being reconnected at the Jenny Thompson Outdoor Pool but the water will not be turned on for some weeks yet. Shaw's Lane concession stand plumbing was prepped as well, the water will be turned on a bit early this year, as the Dover High School softball team is utilizing the fields and games start earlier in the season than for the youth teams.

Munson plumbing and heating worked at the Public Works facility, installing a new wash sink in the men's locker room. Thirty-nine work orders pertaining to buildings were addressed. Facilities employees worked at the Library, breaking down a large book rack for disposal and moving another to a different location. Padlocks and cores for locks were installed on the gates for the new cell towers. Filters were changed in various buildings for HVAC equipment. Ten other HVAC issues were dealt with by employees or Siemens service technicians and work orders were updated in the VUEWorks Program.

K9 Barco was utilized a total of three times.

On March 3rd, K9 Barco was requested by the Somersworth Police Department for a report of a home invasion. Upon arrival, K9 Barco was cast in the last known area of the suspect who fled from an apartment. Barco located a black knit cap believed to belong to the suspect who was to the area of the Dollar General store on High Street. The Somersworth Police Department later identified a suspect.

On March 6th, Officer Brown and K9 Barco responded to the area of 251 Knox Marsh Road for a report of a home invasion/ assault that had just taken place. A group of males had reportedly entered a residence, assaulted the resident and dragged him outside before leaving the area on foot. K9 Barco tracked the suspects to the area of Olde Madbury Lane parking lot where a witness said that she had seen four males standing in the area where the track ended.

On March 23rd, Officer Brown and K9 Barco responded to Kennebunk Savings Bank for a reported robbery that had just occurred. The suspect brandished a firearm and fled on foot. The K9 located a track which went north from the bank and ended in the rear parking lot of 722 Central Avenue. A suspect was identified and it was determined that he resided at that location. After intelligence was gathered, it was believed that he was inside the residence on the second floor. After a period of time, detectives made contact with the suspect, he advised he would exit the building and surrender. K9 Barco and Officer Brown formed an arrest team with three other officers on scene and the male

suspect was taken into custody without incident.

Later that evening, K9 Barco was requested back to the scene by the Special Investigations Bureau (SIB) to conduct an article search for the recovery of evidence. Several lots in the area of the suspect's home were checked.

Street crews repaired 415 potholes with high performance cold patch. They will repair the potholes with asphalt once the plants reopen.

Each month, Fire & Rescue highlights an incident or two to illustrate the depth of services provided. One of the most newsworthy events in March occurred on March 1st at 10:14 in the morning when Fire & Rescue was called to 14 Webb Place where 5 Guys Restaurant, Convenient MD, Starbucks and several other businesses are located. Fire & Rescue arrived 3 minutes later to find the driver of a car had suffered a medical emergency while driving, causing that car to cross many of the lanes of travel at Week's Crossing including through the oncoming lanes, before stopping against the building and after striking and severing the natural gas meter and feed piping into the building, causing a major natural gas leak. The incident priorities included: assessing how many people were injured between that car and any it struck in the intersection, provide medical care to those involved, evacuating the building, controlling the gas leak by dispersing the venting gas with large hose streams after connecting to hydrants, and controlling access to the immediate area with the assistance of the Police Department until Unitil could respond to find the underground shut off valve and shut the gas off. All of these tasks required the entire on duty shift of 13 personnel from the fire stations, command staff, several mutual aid partners on scene and for station coverage, and the recall of off-duty personnel. As it turned out, only the driver of the car required transport to the hospital though others from that car were evaluated for injuries as well. During that incident which lasted approximately an hour and a half, two other emergencies in other areas of Dover occurred requiring responses by the mutual aid partners and recalled off-duty personnel covering the stations.

Total Permits Issued: March 2018

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
17-158	CJS HOLDINGS, LLC	1	ORCHARD STREET	INT. ALTERATIONS	C	2	44	26000	285
17-273	BFG DOVER PROP CO., LLC	35	POINTE PLACE	CONST. A 1-STORY MEMORY CARE FA	C	K	19-6	6576000	65785
18-015	JENSENS INC.	13	BROOKMOOR ROAD	CONST. ADDITION FOR FITNESS CLUB	C	I	2200	50000	525
18-034	J. MANAGEMENT	32	CROSBY ROAD	#3, CREATNG RMS IN EXSTNG SPACE F	C	G	3130	24000	265
18-038	CROWN CASTLE	38	PARSONS LANE	ADD 3 ANTENNAS AND 3 RRH UNITS	C	A	36	20000	225
18-040	LIGHTHOUSE PHYSICAL THER	60	POINTE PLACE	FIT-UP OFFICE FOR PHYSICAL THERAPY	C	K	19-5	65000	675
18-043	COCHECHO MILLS HOLDING,	53	WASHINGTON STREET	PREPARE AREA FOR RETAIL SPACE, TE	C	2	3700	39225	415
18-053	TED FISHER	36	LITTLEWORTH ROAD	SHOWRM EXPANSION	C	G	4G2	7500	105
18-057	CROWN CASTLE	7	ABBNEY SAWYER MEMORIAL DRIVE	ADD 3 ANTENNAS AND 3 RRH UNITS	C	28	32A	20000	225
18-068	103 SILVER PIDGEON LLC	103	SILVER STREET	DEMO INT., NON-STRCTRL	C	10	11700	4500	50
18-084	McManus Anthony & Landry Davi	182	CENTRAL AVENUE	REMODEL BATHRM FOR ACCESSIBILIT	C	12	2500	20000	225
18-104	VARNEY BROOK LANDS, LLC	353	CENTRAL AVENUE	CONST. A DEMISING WALL BETWEEN T	C	2	3500	2500	55
18-050	104 WASH STREET LLC	104	WASHINGTON STREET	DEMO STRUCTURE AS SHOWN ON DEM	C/R	2	4	213000	50
17-534	CITY OF DOVER	50	GARRISON ROAD	INT. RENO. & ALT. FOR EDUCATIONAL	M	I	2G0	6100000	0
17-211	HART	51	MOUNT VERNON STREET	RENO & ALTER KITCHEN & BATHRM	R	30	145	20000	225
17-240	FORBES	23	PACIFIC DRIVE	CONST. A 2 CAR DETACHED GARAGE	R	E	49-A	25000	275
17-520	TOLWOOD REALTY LLC	11	MORIN STREET	INT. RENOV. KITCHEN, WINDOW RPLCM	R	38	2600	25000	275
17-532	INDIAN RIDGE AT DOVER, LLC	206	EMERALD LANE	CONST. A 2-STORY SFD W/2 CAR ATT. G	R	F	15-31	199840	2023
17-540	HERON BAY PARTNERS	60 62	CIELO DRIVE	CONST. TWO DWELLING UNITS W/2 CAR R	R	H	44-46	340000	3425
18-009	HERON BAY PARTNERS	64 66	CIELO DRIVE	CONST. TWO DWELLING UNITS, W/ 2 CA	R	H	44-46	340000	3425
18-045	CHANDRASHEKARA	34	QUAKER LANE	FINISH PORTION OF BASEMENT FOR AD	R	M	83012	11000	135
18-047	TRICONI	28	QUAIL DRIVE	DEMO & RENO. AFTER FIRE	R	A	49110	300353	3025

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-048	GASTON	89	EMERALD LANE	PARTIAL BSMNT FINISH FOR ADD'L LIVI R	F		22A11	7900	105
18-061	TSB PROPERTIES	447	SIXTH STREET	INT. RENO. TO EXISTING 4 UNIT	R	D	12	7500	100
18-062	GOLDMAN, ELIZABETH	44	RUTLAND STREET	REMODEL EXISTING 2ND FLR BATHRM	R	12	13700	38000	405
18-063	SIMPSON	11	TOFTREE LANE	CONST. A BATHRM IN BASEMENT	R	M	11100	8000	105
18-067	9 MILK STREET, LLC	9	MILK STREET	CONST. 3RD FLR EGRESS PLATFORMS	R	30	125B0	1000	35
18-069	LICATA	476	TOLEND ROAD	FINISH ABOVE GARAGE FOR ADD'L LIVI R	C		39B0	10000	125
18-070	POTTIER	15	SHORE LANE	INGROUND SWIMMING POOL	R	L	8963	65000	675
18-073	WATLERS	81	WATERLOO CIRCLE	BATHRM RENOVATION	R	M	7624	24000	265
18-076	1623 SETTLEMENT DOVER LM	114 118	WHITTIER FALLS WAY	INT. & EXT. RENO. INCLUDING KITCHEN	R	33	2 & 3	161000	1635
18-077	1623 SETTLEMENT DOVER LM	106 112	WHITTIER STREET	INT. & EXT. RENO., INCLUDING THE KIT	R	33	2 & 3	161000	1635
18-078	1623 SETTLEMENT DOVER LM	100 104	WHITTIER STREET	INT. & EXT. RENOV., INCLUDING KITCH	R	33	2 & 3	161000	1635
18-080	MICHAUD	81	SIXTH STREET	INT. RENO. TO A BATHRM	R	35	1300	5000	75
18-081	VERMETTE	27	FORDS LANDING DRIVE	CREATE LIVING AREA ON 3RD FLR	R	I	3827	14960	175
18-082	CLANCY	44	PICARD LANE	CREATE A MUDRM WITHIN EXISTING G	R	A	1980	12564	155
18-086	SIKORSKI	7	NANTUCKET COURT	CONST. FRNT ENTRY W/ROOF, CONST. 3	R	22	4110	14000	165
18-089	MAYRAND	44	ASH STREET	INT. RENO. ALTER. FOR 1ST FLR	R	30	100	30000	325
18-090	EWING	24	BOSTON HARBOR ROAD	UNIT #5, CONST. A NEW DECK	R	7	2405A	6000	85
18-091	BRYANT	42	PICARD LANE	FINISH 3RD FLR FOR LIVING AREA	R	A	1970	23385	255

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 40

Total Construction Value: \$15,179,227.00

Total Fees Collected: \$89,648.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	1	Change of Use	5
Commercial Renovations	13	Commercial	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	4	Two Family Dwelling	0
Multi-Family Dwelling Units	12	Industrial	0
Industrial	0	Renovations	1
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	59
Single Family Dwelling	2	Single Family Dwellings	7
Renovations Dwelling Unit	19	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	0		
		Total	72

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Mixed Use														
Salty Sea	52 New Rochester Rd	A	15	0	15	1/9/2018	12/12/2017	Site	P17-74	40	25	1/9/2023	H	0.5
Cathartes	Washington Street	A	130	0	130	1/9/2018	12/12/2017	Site	P17-66	2	4	1/9/2023	H	3.9
Chinburg	Washington Street	A	54	0	54	9/26/2017	9/12/2017	Site	P17-46	23	14	9/26/2022	H	1.6
Changing Places/Robbins	Mechanic Street	C	15	0	15	11/14/2017	4/25/2017	Site	P17-11	24	98	11/17/2022	H	0.5
Carnegie Hill	Third Street	A	20	0	20	9/12/2017	4/25/2017	Site	P17-02	6	54A	9/12/2022	H	0.6
Third/Grove	Grove Street	A	30	0	30	6/13/2017	3/28/2017	Site	P16-31	31	14	6/13/2022	H	0.9
Old Courthouse	First Street	A	10	0	10	5/23/2017	6/14/2016	Site	P16-15	6	20	5/23/2022	H	0.3
Bradley Commons	Central Ave	A	49	39	10	2/10/2015	9/23/2014	Site	P14-34	27	2/3	2/10/2020	H	1.5
Total: Mixed Use			323	39	85									3.7
Multi-Family:														
Wolcott Holdings	Wolcott Drive	C	6	4	2	8/22/2017	6/13/2017	Site	P17-25	I	73	8/22/2022	G	0.7
Clay Hill	Henry Law Avenue	C	10	0	10	12/4/2015	7/28/2015	Site	P15-17	22	3	12/4/2021	W	1.1
Lilac Gardens	Lilac Ln	A	120	72	48	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
Total: Multi-family			136	76	60									14.96
Subdivisions:														
Singh	Couty Farm Cross Road	H	4	0	4		10/24/2017		P17-58	B	6G		H	1.4
Coughlin	Piscataqua Road	H	3	0	3	12/12/2017	7/25/2017	12/14/2017	P17-42	I	94-A/B	12/12/2022	G	1.1
Quantum	Littleworth Road	H	6	0	6	8/2/2017	6/13/2017	8/3/2017	P17-34	H	29A	8/2/2022	W	2.1
Whitney Scott	Topaz Drive	H	9	0	9	1/9/2018	6/13/2017		P17-18	G	9	1/9/2023	W	3.2
Sophie Lane	County Farm Road	H	3	0	3	6/27/2017	5/9/2017	6/28/2017	P17-32	E	32	6/27/2022	H	1.1
Ayer	Eagan Drive	H	17	0	17	11/17/2017	4/11/2017		P16-25	N	18	11/17/2022	G	6.0
Copley	Pear Drive	H	7	5	2	8/16/2016	6/14/2016	9/1/2016	P16-13	C	2	8/16/2021	H	2.5
Indian Ridge	Emerald Ln	H	49	29	20	8/25/2015	6/23/2015	12/4/2015	P14-58	F	15	8/25/2020	W	17.2
Bellamy Ridge	Red Barn Dr	H	7	4	3	10/13/2015	8/25/2015	10/15/2015	P15-05	I	6-C	10/13/2020	G	2.5
Foster's Way	Fosters Dr	H	5	4	1	9/17/2014	12/17/2013	9/17/2014	P13-49	L	89-1	9/17/2019	G	1.8
Child's Subdivision	Childs Dr	H	19	17	2	4/9/2013	3/28/2013	3/29/2013	P12-20	N	8A-1	3/28/2018	H	6.7
Arch St	Fresian Drive	H	11	0	11	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	3.9
Labrador Woods	Labrador Dr	H	9	9	0	7/19/2010	5/25/2010	7/19/2010	P10-19	A	51-9	7/19/2014	H	3.2
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.5
Harbor Hills	Shore Rd	H	16	12	4	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.6
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	5	4	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	3.2
Picnic Rock	Back River Rd	H	21	14	7	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
Goldberg/Tolend Rd Prop.	Stocklan Dr, etc	H	72	72	0	10/5/2006	7/14/2005	11/2/2006	P03-36	G	24	10/5/2010	W	25.2
StoneCroft	Carriage Hill Ln	H	11	10	1	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	3.9
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	27	5	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.2
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.4
Cornerstone Crossing III	Conerstone Dr	H	18	17	1	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2011	H	6.3
Total: Single Family			342	236	106									119.7
Elderly:														

Pointe Place	Pointe Place	A	116	59	57	8/26/2016	3/22/2016	Site	P16-05	K	19	8/26/2021	G	
Pointe Place	Artisan Way	A	20	15	5	8/26/2016	3/22/2016	Site	P16-05	K	19	8/26/2021	G	
Pointe Place	Sierra Hill Dr	H	31	23	8	12/21/2015	11/19/2014	4/1/2016	P14-56	K	19	12/21/2021	G	
Arbor Woods	Cielo Dr	H	61	60	1	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			228	157	71									
TOTAL APPROVED UNITS			1029	508	322									138

In addition to the construction activity on the attached spreadsheet the New DHS interior finishings are in progress and more frequent inspections throughout are ongoing.

Inspection Services continues to standby for Animal Science building revisions.

Abatement of 104 Washington Street project was completed and demolition is in progress.

Residential tenancies of 60 Pointe Place are being occuppiedand two commercial spaces have been completed along with the fitness facility.

The temporary classrooms in the gym at Garison School have been occuppied and are in use while the first phase of interior demo was completed. The interior reconstruction is in progress

Multiple inspections are ongoing at Bradley Commons as building finishes are in progress. Other commercerial projects are Woof Meow, Newbury Bank, 50 Pointe Place mixed use structure

The Building Offical continues to work with w/ E-911 to review several Emergency 911 discrepancies. Revisions will be required within the next several months.

The three new telecommunication tower sites are mostly complete and are operational.

The Dover Housing Authority project for renovating 189 units within 49 building is in progress and inspections will be ongoing for several months.

Plans for the Third St. and Mechanic Street mixed use structures continue to be resubmitted and reviewed.

2

"Ensure overall municipal services meet and/or exceed the highest industry standards given the resources available."

Product and Process Outcomes

The Henry Law Park Adventure Playground is still used regularly, even with a snow cover, with many visitors daily this month. There are several small projects planned for the park this spring to enhance the work that has already been done. These include additional brickwork and planning for addition of shade sails.

Discussions are underway with Skatepark patrons to begin the planning for the relocation of the River Street Skatepark to another location yet to be determined. The removal of the adjacent bluff is underway and will eventually impact the continuing use of the area at some point. Funding for the design and some of the construction of the Skatepark was approved through the CDBG program available July 1st.

The Dover Veterans Park first 400 donated bricks honoring veterans that are in storage along with 176 others that were received this month will be installed in the spring. Donated brick orders are still coming in and they can continue to be purchased for the foreseeable future.

It Is All About Service

During the month of March 2018, five letters generated by the Dover Police Department that were sent to certain licensed liquor establishments in Dover. These letters are sent as a result of analysis of police reports involving overly intoxicated persons. When it is determined that an overly intoxicated person had been over-served, a letter is sent from the Police Department to the establishment. The letter, along with the police report, is also sent to the NH Liquor Commission's Bureau of Enforcement.

Emery & Garrett Groundwater Investigations will begin the process of developing a water supply well at the Shaw's Lane Field site. The well will serve as the source of water for all irrigation at the site eliminating the need to use city water for irrigation. The development work will begin in March of this year and will be brought online during the summer season.

Parking Manager Bill Simons, Library Director Cathy Beaudoin, Recreation Director Gary Bannon and Community Services Director met with City Manager Joyal and to review the potential addition of 11 parking spaces in the traffic circle to the entrance to Library/McConnell Center lot.

Parking Manager Bill Simons has been in frequent contact with the businesses in the area of the Robbins Block project. The closing of the Locust Street lot will require that permit holders be relocated and alternative customer spaces be promoted.

The Recreation Department continued to promote use of Recreation facilities for large events that draw many people to the community. The recent example is the New England Bay State Girls Hockey Tournament that drew 30 teams to the City for a weekend. The economic impact was over \$300,000 for that one event in the local economy with spin off spending. (Goal 1)

The ongoing effort by the Recreation Department to follow its Strategic Plans in concert with all other departments has resulted in the investment in staff development and succession planning. We have also continued to plan and implement park improvements on a year to year process to cover City wide and neighborhood facility needs. (Goal 3)

The girls and boys 5th & 6th grade all-star basketball teams continued practicing and competing in tournaments at the Butterfield Gym. The girls and boys participated in the Rochester, Deerfield, Seabrook and Marshwood tournaments. The girls won the Marshwood, Rochester, Seabrook tournaments this month. The high school rec league wrapped up their playoffs on March 10th & 11th. The 18+, 35+ and 50+ Men's Basketball leagues entered playoffs and will wrap up in early April. Adult fitness classes continue to be very popular, with PiYo, Zumba® and Interval Strength being held in Rec dance studio. The next session for all these classes will begin in April or May. The last week of Spring Sports Sign-ups were held at the McConnell Center cafeteria and field requests were received for all leagues. The weather has kept the leagues off the fields so far, and have continued to try and accommodate requests for inside space within the McConnell Center and the schools. Badminton continues on Friday evenings. The gym will start being rented for AAU practices as men's leagues wrap up. The month of March brought on the end of the short course season for Seacoast swimming at the Dover Indoor Pool and they will begin their next season in April. Hydrofitness continues on a weekly basis, drawing as many as 25 swimmers every class time. Pool attendance has been steady, lap swimming continues to be crowded on a daily basis and rec swim has	seen an increase since the after school time period became available when high school swimming ended. Spring Session of swim lessons began in March and continue to add 5-6 extra classes per session in order to accommodate everyone on our waitlists. Dover Residents filled the weekend lessons before open registration period even began. Masters Swim program continues to draw around 30 swimmers to their practice times. The Mighty Seals are working hard to prepare for swim meet that will take place in Manchester; they continue to practice every Sunday. The first annual Easter Egg hunt in the pool was held on March 31st and was a huge success with 80-100 people attending. March is busy at the Dover Arena while many nearby rinks close for the off-season we remain open drawing large crowds still looking to play hockey. Stick practice numbers increase and Rock Night still remains very popular. The Foster Rink ice has come out until September but will be very busy with the spring sport teams using it for practices until the fields are ready. Foster is all booked up for events throughout the spring starting with the Flyball Dog Show in early April and Roller Derby starts their season. The Dover Arena COED Hockey League finished up with exciting playoffs and has the players looking forward to the next season. The Over 45 League continues till the second week of May and has switched to Monday nights. The Spring 3 on 3 League has begun with all spots full and even 10 players on the waitlist in each group.	In addition to all ongoing activities, the Senior Center members continue to use all fitness areas at Dover Recreation. Senior exercise and yoga classes are held Monday through Thursday mornings. Pickleball is offered Tuesday and Friday mornings. March certainly came in like a lion and caused us many closings and delays, but it was still a busy month at the Senior Center with two trips and three special events. The Recreation Department has invested regularly in the upgrades to all of our facilities and programs to emphasize healthy activities. This month we replaced three treadmills, two stationary bikes and two pieces of selectorized leg workout stations and added a Stairmaster machine in order to get all of our equipment up to date. We also offered many swimming classes for children and adults to offer the chance to learn to swim so anyone can be around a water body and be safe. (Goal 4) Recreation staff are working with the School Department staff to develop usage guidelines and fee structures for use of the Schools and in particular the soon to be completed High School. There was a need to update and expand the list of facilities the School Department has available for internal and external use. We work closely with the School staff on helping to coordinate the usage of all City and School facilities. (Goal 5)	High School Boys = Winners pictured above. In March, Community Services staff successfully collaborated with the School's Facility Management staff to prepare a joint-bid for conversion to an organic-based, turf management program. City and school staff met to review program objectives and clarify which fields required treatment. (Goal 5) Community Services also continues to provide winter salt and salt/sand mix for the School Department's use in treating their grounds. Additionally, the School Superintendent and Community Services Director met to discuss sidewalk plowing priorities within School Zones. March saw two large northeaster storms hit, and the School Department and Community Services kept in contact regarding road and sidewalk conditions. (Goal 5)
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Three Youth to Youth students worked with the Partnership for a Drug Free NH in March to create materials for April's Alcohol Awareness month. The students are featured in digital advertising that will appear on social media as well as 3 short videos sharing prevention messages.



Dover youth to Youth Students working with the Dover Coalition for Youth create samples of digital media materials as a part of a statewide Alcohol Awareness Month campaign.

In March the Police Department and Coalition nominated SOS Recovery Community Organization for The Joel Hernandez Voice of the Recovery Community Award through Faces and Voices of Recovery. The nomination discussed the strong partnership between the Dover Police Department and SOS Recovery Community Organization through programs like Community Access to Recovery. If awarded, SOS would be recognized at a gala dinner in Washington DC in July.

The Dover Coalition and Police Department continue to work with SOS around innovative law enforcement strategies and are looking at the LEAD (Law Enforcement Assisted Diversion) program. SOS applied for a grant and Dover PD participated in a conference call with the funders in March to further discuss the application. Award announcements should happen in April and funding would start in May.

Community Services is also planning to work with Dover High School biology teacher, Amy Poirier, on how City activities and land uses impact Great Bay. Community Services has volunteered its use of GPS equipment to field locate stormwater infrastructure, and to provide educational sessions about ongoing water quality testing for Berry Brook. Community Services also offered a tour of the City's wastewater treatment facility.

(Goal 5)

The Community Service program continued to track twenty-three active participants during the month of March 2018. A total of 12.5 community service hours were completed during the month. None of the participants finished his/her assigned hours.

Planning and Community Development, Fire and Rescue, Legal and Finance staff worked to dispose of the property located at 179 Locust Street. This property was obtained through tax deed, and was subject to an RFP for reconstruction/ruse. The City Council awarded the sale at its January 24th meeting, and a closing occurred on February 14th. Planning staff signed off on the design and layout of the new building.

Members of the after school Y2Y teams conducted "Sticker Shock" at Hannaford supermarket on Central Ave in Dover in March.

Dover Youth to Youth participant Isaac Davis placing informational stickers on beer product at Hannaford on Central Ave. in Dover as part of the "Sticker Shock" campaign.



Each of the four 4th grade classrooms at Garrison School received the 2-lesson *TRUTH About Tobacco Program* in March. The first lesson is about tobacco and e-cigarette consequences. The second lesson is presented by Dover Youth to Youth students and focuses on media literacy, tobacco advertising, and the tobacco industry's deceptive promotion of its products. Dover Youth to Youth collaborated with the Dover Coalition for Youth to conduct Kick Butts Week during the week of March 19-23. During the week, Y2Y students conducted the 4th grade *TRUTH About Tobacco* lessons at Garrison School, gave the *Samantha Skunk Loves Her Os* assembly to students at Woodman Park School, and scheduled radio spots on quitting tobacco at WSHK the Shark and on WBYY The Bay. In addition, Y2Y conducted Plaster the Walls at Dover Middle School, where dozens of posters on the dangers of smoking, chewing tobacco and e-cigarettes were put up for the week all over the school.



Pictured above, Dover Youth to Youth participant Olivia Malone putting up informational posters about the dangers of e-cigarettes at Dover Middle School on March 19th

On March 16th and again on March 28th, Dover Youth to Youth staff assisted Stratham Cooperative Middle School in presenting 4 presentations of *Samantha Skunk* to the students at Swasey Central School in Brentwood and East Kingston Elementary School.

The central event of the week for Dover Youth to Youth was National Kick Butts Day on Wednesday March 21. On that day a large event was held at the McConnell Center cafeteria. Activities included the Logo Lampoon artwork contest awards. Students in 5th grade were challenged to create a piece of art that spoofed a tobacco company logo or ad by making it tell the truth about the consequences of using it. Over 250 fifth graders submitted posters, cardboard mock ups, and presentation boards. Thirty finalists received a prize, the winner received \$50 and several runners up received \$25 gift certificates. An equal number of 7th graders were also recognized at the event for their alcohol Logo Lampoon artwork.

Kick Butts Day also included a Gear Exchange where members of the public could bring examples of gear that advertises alcohol or tobacco products and swap that item for sports equipment and other gear with a positive message.



Above, Officer Dunne with a student who had participated in the Logo Lampoon contest.

What is Dover Diversion?

Court Diversion is an early-intervention program that works with first-time offenders. If referred to the program, you will only be able to take advantage of it one time, and one time only.

The program recognizes that you made a mistake and that you are willing to take responsibility. It will look for you to learn from, and sometimes repent for your mistake without ending up with a juvenile record. It is up to you to decide what you make of this opportunity. No one is forced into the program, and involvement in this program does not prove one's guilt in a court of law.

Dover Police Department Juvenile Community Service Program

Juveniles that are interested in completing community service hours within the City of Dover can do so through the Dover Teen Center. Projects include, but are not limited to; trash and debris community clean-ups (parking areas, public parks and recreation areas), painting and beautification activities, as well as other directed tasks. The Teen Center will keep a detailed log that includes dates, hours performed and tasks/projects. Letters of verification may be provided upon request. Referrals for juveniles to complete community service come from Juvenile Justice Services, the school resource officers, the Dover Children's Home, and the Diversion Committee.

What is the Dover Coalition For Youth?

The Coalition is the means by which we hope to bring all of the elements of the community together to take on underage drinking, marijuana use and prescription drug abuse. No one agency, business, or program can solve the complex issues associated with substance abuse. The Coalition attempts to bring all of the potential community resources and partners to the table, including parents, schools, police, the recreation community, businesses, religious leaders, health and social services, the media, and youth. The Coalition promotes a cooperative approach to prevention that results in a consistent strategy and message about alcohol, tobacco, and other drugs. This will insure, for example, that kids are not getting conflicting messages about alcohol from their coaches, DARE Officers, teachers, and parents.

The Dover Teen Center calendar for March of 2018 consisted of educational and social programming for its youth participants. For the month, the Teen Center hosted a total of 531 participants on 20 days of programming, which yielded an average of just under 27 participants per day. There were 3 new teen center registrations during the month.

Some program highlights for the month of March 2018 included, but were not limited to the following:

TC Arts In Action Special Program – "TC Storytellers Sessions (3/5 & 3/30)

Traveling Musician/Singer-Songwriters Sharing Tunes & Inspirations

TC Snack Special – "Make Your Own Pizzas" (3/7)

TC Movie Afternoon – Disney-Pixar's "COCO" (3/9)

TC Music Enrichment Afternoons – "Acoustic Guitar & Ukulele Lessons" (Every Monday)

TC Arts In Action Special Program – "Story Slam" Workshops (Every Thursday)

TC Sports Trip! – "Maine Red Claws Basketball Game" (3/22)

TC Arts In Action/Teacher Workshop Day Trip! – "FUNSPOT ARCADE" (3/23)

TC Sports Challenge – "Street Hockey Accu-Shot" (3/27)

Planning and Community Development and staff worked with the Developer of the Third Street lot on allowing the public to use the lot, which geo technical work is reviewed and addressed. Planning and Inspection staff continue to work with the developer to resolve conflicts between the site plan and the building permit plan. In March staff worked to review life safety code and building layout issues and work to resolve them with the developer.

The Dover Diversion Committee met on March 15 and March 21, 2018. As of the end of the month, the breakdown of cases is below:

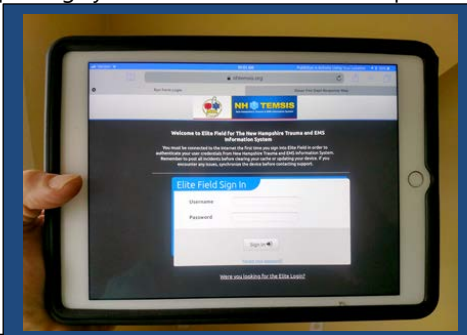
4 cases already in active Diversion Contracts
0 successful completion and release
0 new cases heard during the month
0 cases awaiting the next meeting.

Planning and Community Development staff finalized a request for proposals to retain a consultant to assist staff and the Planning Board with developing design guidelines for future downtown development. The guidelines will be partially paid for with a technical assistance grant from PlanNH. The RFP was released mid March and is due in early April.

*I can do things you cannot, you can do things I cannot;
together we can do great things.*

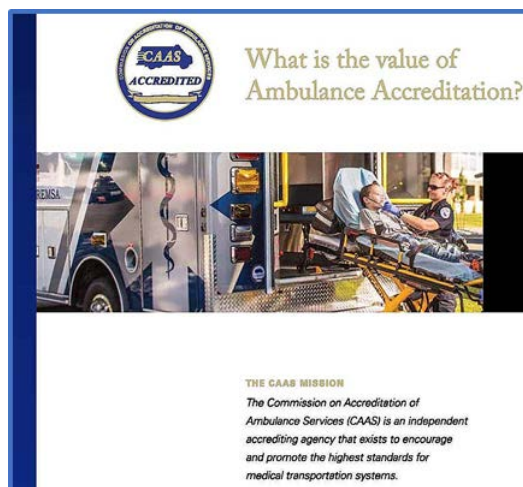
Mother Theresa

March was a busy month behind the scenes for the emergency medical side of Fire & Rescue. One of the first things achieved was the revalidation process for NH Medicaid. This validation is good for the next five years and meeting those compliance requirements allows Fire & Rescue to bill NH Medicaid for services provided. The point of care documentation project where Fire & Rescue staff document the emergency medical incident as care is provided to the patient, through the use of iPads that are accessing the NH emergency medical incident reporting system called TEMSIS during the incident, moved from the test phase to all four ambulances. Midway through this fiscal year, Fire & Rescue changed paging methods with a considerable cost savings annually, and then re-allocated those budget monies to the purchase of the iPads needed for this. Instead of our medical providers taking notes and transcribing them into the State's mandatory reporting system afterward on a desktop computer which has been the process for over 10 years, much of the documentation is now occurring in real time as care is provided. The picture to the right shows the iPads that our medical providers use on the medical incidents.



Integrity: *We conduct ourselves at all times in a manner that is ethical, legal and professional, with the highest degree of honesty, respect and fairness.*

Also in March, the last of the Ambulance Mutual Aid Agreements have been updated and those agreements now meet the Commission on Accreditation of Ambulance Service's (CAAS) Performance Standards. Becoming an accredited ambulance service is a goal of Fire & Rescue, and aligning these agreements is one of over 50 performance standards that an ambulance service must address to become accredited and achieving the professionalism that comes with that. Want to know more? Go to <http://www.caas.org/caas-standards/> for general information and to <http://www.caas.org/wp-content/uploads/2017/12/Value-of-Accreditation-CAAS-Final.pdf> for an explanation on the specific value that occurs with accreditation.



What is the Dover Teen Center?

The Dover Teen Center provides a variety of activities and support to Dover youth in grades 6 thru 12. We are more than just an after school, drop-in spot. The TC is a place where participants can get involved in a number of artistic, educational, adventure and athletic activities that embrace our community values and expectations.

What is Dover Youth to Youth? Y2Y

Dover Youth to Youth is an after-school drug-prevention program coordinated by the Dover Police Department Community Outreach Bureau. Y2Y is open to students in 6th -12th grade in local schools in Dover.

What is Community Response & Enforcement Unit (CREU)?

This unit is comprised of the Dover Housing Liaison Officer, the Problem Oriented Police Officer, the Mounted Patrol Unit, and the Dover High School and Middle School Resource Officers. There is Sergeant assigned to oversee the unit. Each of the positions within the CREU allow for officers to interact with the community in a more proactive manner than that of the normal patrol officer responding to calls for service. These positions allow for officers to focus more on education of the community in working toward the prevention of crimes or becoming a victim of a crime.

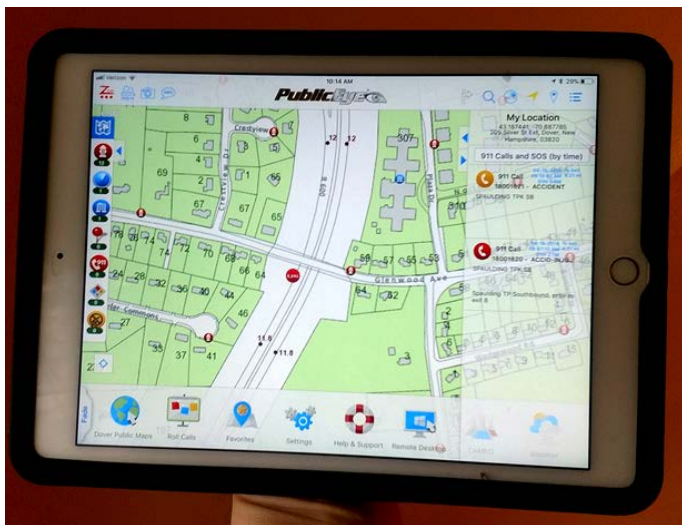
Planning and Community Development staff continued the process of reviewing land use amendments as a follow up to the Planning Board's January 9 goal setting meeting. Staff worked primarily on zoning amendments, focused on streamlining elements. Of particular note is a desire to incentivize affordable single family homes. After reviewing opportunities and limitations, staff has formulated an option to present to the Planning Board using the existing transfer of development right's ordinance to allow developers to purchase additional units for lots in Dover, with parameters. One restriction would be on the square footage of the unit developed. This limitation of a 1,400 square foot unit would create smaller homes for sale at a more reasonable price for new home owners or those looking to downsize. The funds collected would be placed within the Conservation Fund to allow for future purchase of conservation easements within Dover. Additional areas reviewed include some definition changes, updating the impact fee ordinance, and clarifications of the conservation district and ability to restore dilapidated non-conforming uses. The Planning Board posted these amendments and will hold public hearings over the next few months to gather feedback.

NHDES has awarded the city a state revolving loan with \$30,000 of debt forgiveness to further develop Dover's stormwater asset management program. The intent of the project is to perform video inspections and condition assessments of the downtown stormwater system for the purposes of targeting areas in need of maintenance. The details, scope, and deliverables are being developed with NHDES.

Planning and Community Development staff continued to work with Legal and Community Services staff to review issues regarding correcting drainage and pedestrian safety issues on Floral Avenue and Brick Road. Staff met with property owners and with outside professional agents to understand ownership, flowage rights and the history of the area. Planning and Community Development, Parking and Finance staff worked to answer questions related to the request for proposals for a portion of the Waldron Court right of way and land adjacent, which the City owns in the vicinity of the Orchard Street parking lot. Responses for a mixed use project are due in April and will be reviewed by staff, various Boards and Commissions and ultimately the City Council.	Community Development Planner Carpenter and City Engineer White continued to work on the environmental review process for the Portland Avenue Sidewalk and Ice Arena Crosswalk project for a proposed 2018 build. Planning and Community Development staff developed update material regarding impact fee increases. The new fees were adopted February 27th, and went into place for newly approved projects. The fees are used to offset continued impacts created by growth and development, on the City's infrastructure. Work included updating property owners with projects underway on what status their project has, regarding payment of fees.	Community Development Planner Carpenter prepared several environmental reviews for CDBG funded projects including placement of four bus shelters, improvements to the roof over the Children's Center portion of the McConnell Center, improvements to the Teen Center and certain weatherization projects. Planning and Community Development staff presented the annual review of operational Strategic Plans and the City's Master Plan. This presentation to the City Council was completed after reviewing and consolidating action plans for the various chapters and sections of the plans. The review assisted departments in setting priorities for the proposed FY19 budget.	Planning and Community Development staff worked with the LEAN team to implement improvements to the permit review process. This work included updating applications, reviewing impact fee processes, investigating electronic signature of Planning Board plans and Permit Tracking software. Staff also proposed two new LEAN events, code enforcement and pre-Planning Board plan review as new LEAN opportunities.
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The first meeting of the recently formed Planning Board subcommittee on rezoning was held on February 27th. This committee is set up to review existing and proposed amendments to the zoning code which will enhance commercial opportunities in Dover. The group will review area rezonings as well as use and other regulatory aspects which might prohibit growth and development of non-residential uses. To assist the group with its review, Planning and Community Development staff created a concurrence map of transportation, zoning, utilities and developed parcels. In addition staff provided copies of the future land use map and conservation map.

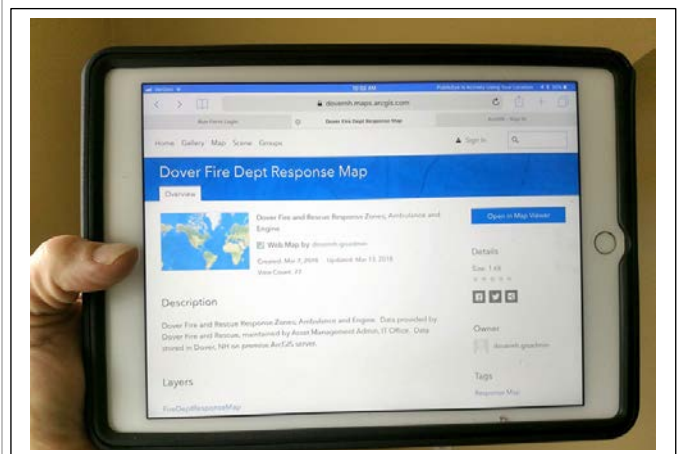
Also in March, Fire and Rescue worked in partnership with City Info Tech Staff on a number of GIS mapping updates. These mapping updates are the base information used by the PublicEye response application loaded on the tablets in use by each response vehicle and crew, on every incident they respond to. In the case of the PublicEye response application, the mapping data is uploaded on the tablet and merges incident data in real-time that is pushed out from Dover Dispatch and Communications from what is called a mirror server. This GIS map data leverages existing City data on many infrastructure items like hydrant location, and building footprint taken from tax assessing data, and site plans. The photo below shows the South End Station fire engine southbound on the Spaulding Turnpike at a car accident just south of the Glenwood Avenue bridge. Mile marker data imported from State of New Hampshire DOT record sets, is in the GIS map data and greatly aids responding apparatus when a caller on the highway is reporting an accident near mile marker 11.8 for instance as in this case. Hydrants are visible on surrounding streets such as Glenwood Avenue and Conifer Commons as is each city lot and its address.



The photo to the right shows one of several maps also available on the tablets for response vehicle crews posted at ArcGIS Online. The ArcGIS online accounts are managed by City Info technology and allows easy sharing by different City Departments. Both the ArcGIS online mapping and the mapping used by the PublicEye application illustrates the different methods of data distribution being either hosted internally and stored on the tablet or accessed online by the tablet via cloud storage. Each method has its advantages and disadvantages and a needs assessment determines which method is chosen after considering project needs like: the level of security needed, data needed regardless of a cell connection, tablet memory size, and speed of data access. Both applications and access methods illustrate how Fire and Rescue leverages the substantial amount of GIS data the City has acquired and uses in many ways. Fire & Rescue Deputy Chief of Operations Paul Haas is the lead who oversees and manages the integration of GIS technology into daily operations.

Substantial progress was also made toward an electronic continuous quality improvement assessment for ambulance billing benchmarks and is nearing implementation. After much research and learning of the capabilities available in TEMSIS, some of the back-end setup in service controlled area was completed that moves Fire & Rescue closer to enabling a semi-automatic review process of the data that Fire & Rescue's ambulance billing vendor pulls. This semi-automated review process will review the information found on the emergency medical incident report and determine if the necessary data pieces are present to bill for service. Some of these items are able to be flagged before the report is filed notifying the provider in the moment to fix the issue before finishing the report, while other missing data pieces will be found by the deeper quality improvement scan process with an email notification to the provider that something is missing and that a correction is needed. This will reduce the time to correction over what happens currently which is dependent on the part-time billing clerk reviewing each report and then reaching out to the provider for the fix. Implementation is anticipated in April or early May once the kinks are worked out. Most of the work mentioned above on system improvement, is the focus of Division Chief of EMS, Michael McShane. The overall goal is faster and more accurate billing and faster cash flow return to the City's general fund that comes from the ambulance service billing process.

Fire and Rescue also worked with staff from the Chinburg Properties to survey and label properly with the State of New Hampshire Bureau of Communications - E911, the elevators that are in the Cocheco Falls Millworks and at 1 Washington Center. As the various building codes require a phone to be in the elevator in the event an elevator become stuck between floors, it was found that some of the elevator phone lines call E911, while others call Dover Dispatch. To further complicate matters, few of those phone lines would show the proper address to the building other than their phone number. After that survey between Fire and Rescue and Chinburg Properties, work is progressing toward the proper labeling by the various phone vendors that service the elevators in the Mills such as: Mill 3 at 383 Central Avenue – South Elevator.



3

"Effectively continue to communicate with the community at large through various means and support citizen engagement in local governance and community forums, and provide leadership in the implementation of the City's Master Plan."

All items in this section correspond with Council Goal 2, Communication & Engagement.

Leadership and Governance Outcomes

Through the statewide collaborative NHAIS system, Dover Public Library's Interlibrary Loan department sent 195 volumes to other libraries and borrowed 91 from other libraries for our patrons.

The library has 3,815 subscribers to its two monthly e-newsletters.

Library staff posted 168 items to its various social media platforms in March.

The Library Director visited Residences at Silver Square on March 1 to give a talk to new residents there about library services.

The library has 2,610 Facebook followers, 1,392 Pinterest followers, 1,161 Instagram followers, and 950 Twitter followers.

The library blog was viewed 133 times in March.

The Systems and Technology librarian taught six free technology classes for patrons, including Word, Excel, Memory Lab training, and 3D printing.

Library employees began parking on Locust and Kirkland Streets instead of in the Library Parking lot in order to ease the space crunch in the lot which is overwhelmed on weekday mornings.

Volunteers brought books to Langdon Place residents and returned items they had borrowed previously. This is a regular, every-three-week program to bring library items to shut-in residents.

During the month of March, Officer Plummer, Whittier Falls Resource Officer, met with a number of children on the Dover Housing Authority playground and spoke with them about the dangers of bullying.

Vicki Hebert of Dover Coalition for Youth met Samuel Rose, the Assistant Vice President and Branch manager at Optima Bank on March 29th. They discussed what the Coalition does in the community and how the bank may be able to support Dover's efforts. Vicki connected him with Officer Dunne to discuss supporting National Night Out and introduced him to Steve Pappajohn to discuss offering financial literacy information for Teen Center participants.

On March 22nd Vicki participated in a panel discussion as a part of the NH Theater Project's Elephant in the Room series. The evening consisted of a reading of a short play about the impact of substance misuse on the family followed by a panel discussion about the opioid epidemic.

On March 30th the Dover Coalition for Youth helped coordinate alcohol compliance checks with the Dover Police Department and NH Liquor Commission. Two Youth to Youth students and one Teen Center student acted as the buyers and visited 27 local off-premise licensees. Of the 27 stores, 5 sold to the students. This was all conducted as a part of alcohol awareness efforts leading up to Dover High School's prom on April 7th.

The Recreation Department is integral in working with the community to develop, promote and operate many programs for all ages. An example this month was the organization and operation of the Spring Sports Sign Ups for all Dover Youth Sports Leagues. The department gets the word out about this coordinated event so families have one stop to make to register their children for a variety of programs at once.

Communication works for those who work at it. ~John Powell

Media Services continued work on the Visual Budget online tool in March, with plans for an April launch. Visual Budget is an online budget visualization tool which allows the public to see the City's expenses and revenue in a simple, straightforward manner. Visitors to the site can input their annual property tax and fees and see how that money would be expended in the proposed Fiscal Year 2019 budget. Visitors can also view budget information for the past two fiscal years.

This work is also aligned with the City's Budget Revealed initiative, which aims to help communicate to the public the intricacies of the budget process, and to boost engagement. In addition to the City's online resource, which includes a page of resources for the proposed Fiscal Year 2019 budget, budget engagement in March also included video content on Channel 22 and additional content for various newsletters, press releases and social media. The first edition of this year's Budget Revealed newsletter launched in March.

Media Services helps support a variety of community events hosted by the Greater Dover Chamber of Commerce and Dover Main Street. In March, Media Services began production on a short series of PSAs to promote one of Main Street's flagship events, Dover Pride Cleanup, which will be held May 5.

Media Services in March continued to train and assist high school students with live broadcast production assistance.

Media Services prepared and distributed several newsletters in March, including the weekly editions of Dover Download and special announcements. These newsletters are designed to help communicate a wide variety of information to the public, of general interest and for specific projects and topics, and to instill the city's commitment to community stewardship.

Media Services distributed 33 press releases and numerous updates to the website and social media in February.

In March, DNTV-22 televised live, rebroadcast and made available online 17 public meetings and 4 special events. In addition, Media Services processed archival audio for all televised meetings, as well as additional audio for several boards and commissions, which is available via the city's archive of meetings and meeting minutes. This level of transparency in local governance adheres to the city's commitment to accountability to the public it serves.

The Department of Planning and Community Development continued to update its blog, Facebook page and Twitter feed to communicate with the public. The Department of Planning and Community Development has 465 Facebook (City of Dover NH Planning) friends and 841 followers on Twitter (@DoverNHPlanning).

The Assistant City Manager presented to a group of college students competing in a redevelopment concept contest in conjunction with the Dover Housing Authority. These students from around the country are reviewing Housing Authority properties and developing feasible redevelopment strategies for the properties. The Assistant Manager presented facts about Dover and the history of planning in the community.

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 1,633 fans).

Planning and Community Development staff continued to update the City website with presentations and reports regarding updates to the Stewardship chapter of the Master Plan, Community Trail, and general demographic information. There are now over 440 sources of information listed. This data can be found at <http://www.dover.nh.gov/government/city-operations/planning/planning-documents/index.html>

March saw the weather start to warm and with that, an increase in community outreach activities. Fire & Rescue assisted the Wentworth Douglass Hospital/Dover Police collaborative, Infant Car Seat Installation Night. In the (normally) colder months, new parents drive into the fire station where they are taught to install their infant car seats properly by Hospital and Police staff. How this works is new parents register ahead through WDH and in the warmer months, installation occurs in the new parking garage hosted by Dover Police.

Fire and Rescue also assisted Wentworth Douglass Hospital with a babysitting class, with discussions on safety, injury management, and calling 911. These classes are given to teenagers who sign up to learn how to be prepared for the many issues that can happen while babysitting.

Fire & Rescue both assisted with the planning of and attended, the visit by New England Patriots wide receiver Malcolm Mitchell on March 28th to Woodman Park School. In addition to his role on the Patriots, Malcolm Mitchell's other passion is reading literacy. During this all school event, Malcolm Mitchell gave an inspirational talk to students on how reading changed his life and included the reading of the children's book titled The Magician's Hat which he wrote.

Fire and Rescue also attended the Dover Chamber of Commerce's "Bridge To Our Future" event hosted in the Garrison Wing Conference Center of Wentworth Douglass Hospital. This event provided high school students the opportunity for various potential career paths and engage with potential employers including the City of Dover. Attending for the second year in a row from Fire and Rescue was Division Chief Michael McShane's and Firefighter-AEMT Anthony Colarusso and Firefighter-Paramedic Hunter Holt. It was most beneficial that Anthony and Hunter, who both joined Fire and Rescue three years ago approximately, could attend since they started exploring the fire service as a career years ago when they took the Certified Firefighter and EMT classes in High School at Fire & Rescue's North End Fire Station through the still existing, Dover High School Career Technical Center and Dover Fire and Rescue partnership. That interest, then led both to college and after graduating, to return to work at Fire & Rescue. On the left in the photos below is Firefighter-Paramedic Hunter Holt with Firefighter-AEMT Anthony Colarusso on the right. (Goal 5)



Fire and Rescue also participated by staging at the Dover race series' first race held on March 10th and sponsored by Dover Main Street. This type of presence provides Emergency Medical and Fire protection at the special events where crowds of our citizens and visitors are. This 5K road race started and ended at the Dover Transportation Center and had nearly 700 runners, and a couple hundred visitors present. During the event, the fire engine and ambulance which was staged at Transportation Center, responded to a car accident on the race course at the intersection of Sixth and Chestnut, which happened just before the race started. Dover Police managed traffic flow around the road race, held the start of the road race for 10 minutes while the car accident was handled by Police and Fire & Rescue. The photo below shows the start of the race with the nearly 700 runners extending from the train station parking lot down to the new Police Station!



On March 22, Sgt. Speidel attended a pre-construction conference for the Hanson Street reconstruction project. The traffic control management plan and construction sequencing was vetted by the police department and other City staff. On March 27, Sgt. Speidel attended the neighborhood meeting for the project. Residents were introduced to the plans and abutters had the opportunity to ask questions specific to their properties.

On March 28, Detective Matthew Travaglini conducted a "Civilian Response to Active Shooters" (CRASE) presentation at St. Thomas Aquinas High School.

On March 28, Det. Travaglini conducted a safety evaluation at the Riverside Rest Home and Hyder Hospice House.

On March 22-23, 2018, six members of Youth to Youth traveled to Burlington, VT to present a 2-day training program. Vermont youth advocates were trained on how to present the Samantha Skunk Program on the first day. On day two, more advanced training was provided on presentation skills, creating media and working with the press. The host agency in Vermont paid for all of the expenses for the Dover students to travel and stay in Burlington.



"Maintain and strengthen financial stability of municipality to include reporting on any financial concerns and addressing them as they may arise during the course of the fiscal year."

Water Rate: \$4.98
Sewer Rate: \$8.52

FY2018 Total Tax Rate: \$25.87

- City: \$9.96
- School: \$10.91
- State Education: \$2.23
- County: \$2.77

Tax Year = April 1 to March 31
Taxes Due in December & June

Financial and Benchmark Outcomes

Passport application processing fees are providing a new source of revenue for the library. At \$25 per application, the library received \$1,500 in revenue during March. Per order of the State Department, the execution will rise to \$35 per passport on April 2.

The Friends of the Library contributed \$1300 for Summer Reading Program events, plus \$550 for two adult programs in May and June. They also contributed \$300 for Poetry Contest prizes and \$100 for Peeps Contest prizes.

Accountability: We promote openness and transparency in our operations ensuring that we are accountable for our actions at all times.

March Purchase Orders Over \$5,000

DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	03/19/2018	201807983	J.C. MADIGAN, INC.	\$5,095.00
Police	03/21/2018	201808100	WAYNE CHALOXS CUSTOM	\$5,824.96
Fire and Rescue	03/08/2018	201807796	MOTOROLA, INC.	\$7,415.34
Public Library	03/21/2018	201808007	MARTINEAU ELECTRIC, INC.	\$7,800.00
Community Services Department	03/21/2018	201808103	NORRIS INC	\$8,387.00
City Finance Office	03/12/2018	201807842	DELL MARKETING L.P.	\$8,528.52
Recreation	03/01/2018	201807620	GREATER DOVER CHAMBER OF COMMERCE	\$10,000.00
Recreation	03/29/2018	201808311	RYE BEACH LANDSCAPING, LLC	\$12,636.01
Community Services Department	03/14/2018	201807924	NORTHERN N.E. PASSENGER RAIL	\$14,820.00
Community Services Department	03/19/2018	201807981	DUKES ROOT CONTROL, INC.	\$15,000.00
Fire and Rescue	03/06/2018	201807652	DENNIS MUNSON PLUMBING HEATING	\$22,840.00
Fire and Rescue	03/06/2018	201807651	DENNIS MUNSON PLUMBING HEATING	\$22,840.00
Executive	03/08/2018	201807794	CCMSI	\$26,469.06
Fire and Rescue	03/08/2018	201807795	2 WAY COMMUNICATIONS SERVICE, INC.	\$44,377.00

Purchasing Office Bid Solicitations March 2018

Department	Bid Date	Bid Number	Description of Bid
Community Services	03/06/2018	B18061	Misc Water Department Supplies
	03/06/2018	B18054	Underground Storage Tanks & Pump at Wastewater
	03/06/2018	B18060	Misc Sewer Drain Supplies & Accessories
	03/08/2018	B18068	Hot Bituminous Paving (asphalt) Laid in Place
	03/08/2018	B18066	Precast Concrete Structures
	03/15/2018	B18074	Design Consultant for Whittier Street Sidewalk
	03/15/2018	B18055	Draw String Trash Bags
	03/15/2018	B18073	Central Falls-Structural/Geotechnical Eval of Cochecho Falls Granite Retaining Wall
	03/20/2018	B18037	Turf Treatment Services
	03/15/2018	B18045	Consultant for Architectural and Urban Design Guidelines for Central Business District
Police	03/13/2018	Q18-013	Stray Animal Boarding/Shelter Services
Recreation	03/21/2018	Q18-012	Portable Toilet Rental & Cleaning Service

Snow Management Summary Report														
Date	Condition	Approx. Accumulation "	Total OT Hours	Total OT Cost	Contractor Cost	Salt Ton	Salt Cost	Salt/Sand Yard	Salt/Sand Cost	Sand Only	Sand Cost	Salt Brine	Brine Cost	Total Storm Cost
12/8/2017	School Dept	0.00	0	\$0.00	\$0.00	14	\$744.10	0	\$0.00	0.00	\$0.00	8640	\$691.20	\$1,435.30
12/9/2017	light snow	0.50	449.15	\$14,279.80	\$910.00	267.5	\$14,217.63	89	\$2,130.66	4.50	\$70.88	0	\$0.00	\$31,608.96
12/12/2017	Pickup Garage only	0.00	0	\$0.00	\$385.00	0	\$0.00	0	\$0.00	0.00	\$0.00	0	\$0.00	\$385.00
12/13/2017	School Dept	0.00	0	\$0.00	\$0.00	14	\$744.10	0	\$0.00	0.00	\$0.00	0	\$0.00	\$744.10
12/13/2017	Snow	3.50	117.32	\$3,520.10	\$920.00	415	\$22,057.25	210	\$5,027.40	34.00	\$535.50	0	\$0.00	\$32,060.25
12/18/2017	Snow	3.00	15.45	\$497.23	\$490.00	127	\$6,750.05	3	\$71.82	0.00	\$0.00	0	\$0.00	\$7,809.10
12/19/2017	School Dept	0.00	0	\$0.00	\$0.00	14	\$744.10	0	\$0.00	0.00	\$0.00	0	\$0.00	\$744.10
12/19/2017	Icy Roads	0.00	700.38	\$21,894.51	\$0.00	202.5	\$10,762.88	27.75	\$664.34	0.00	\$0.00	1920	\$153.60	\$33,475.32
12/22/2017	Snow	5.00	493.07	\$15,437.05	\$2,386.25	326.5	\$17,353.48	177	\$4,237.38	15.00	\$236.25	960	\$76.80	\$39,727.21
12/23/2018	Snow	1.50	156.88	\$5,520.02	\$1,807.50	88.75	\$4,717.06	294	\$7,038.36	0.00	\$0.00	0	\$0.00	\$19,082.94
12/25/2017	Snow	7.00	559.12	\$13,954.16	\$5,151.25	65.5	\$3,481.33	40.5	\$969.57	4.50	\$70.88	0	\$0.00	\$23,627.18
12/27/2017	Pickup Garage only	0.00	0	\$0.00	\$1,075.00	0	\$0.00	0	\$0.00	0.00	\$0.00	0	\$0.00	\$1,075.00
12/29/2017	Snow	0.25	17.12	\$567.61		19	\$1,009.85	79.5	\$1,903.23	0.00	\$0.00	6550	\$524.00	\$4,004.69
1/2/2018	School Dept	0.00	0	\$0.00	\$0.00	0	\$0.00	0	\$0.00	8.00	\$126.00	0	\$0.00	\$126.00
1/2/2018	Snow removal	0.00	78.38	\$2,608.06	\$0.00	0	\$0.00	5	\$119.70	0.00	\$0.00	0	\$0.00	\$2,727.76
1/4/2018	Snow	11.00	591.78	\$19,174.41	\$7,435.50	155	\$8,238.25	333.5	\$7,983.99	6.00	\$94.50	0	\$0.00	\$42,926.65
1/6/2018	Pickup Garage only	0.00	0	\$0.00	\$945.00	0	\$0.00	0	\$0.00	0.00	\$0.00	0	\$0.00	\$945.00
1/7/2018	Snow removal	0.00	129.77	\$4,211.40	\$3,825.00	4	\$212.60	14	\$335.16	0.00	\$0.00	0	\$0.00	\$8,584.16
1/10/2018	Snow removal	0.00	126.75	\$4,080.01	\$0.00	0	\$0.00	14	\$335.16	0.00	\$0.00	0	\$0.00	\$4,415.17
1/17/2018	School Dept	0.00	0	\$0.00	\$0.00	0	\$0.00	16	\$383.04	0.00	\$0.00	0	\$0.00	\$383.04
1/17-18-19/18	Snow	8.00	338.66	\$11,005.61	\$4,177.50	376.75	\$20,024.26	129	\$3,088.26	6.00	\$94.50	0	\$0.00	\$38,390.13
1/19/2018	Pickup Garage only	0.00	0	\$0.00	\$860.00	0	\$0.00	0	\$0.00	0.00	\$0.00	0	\$0.00	\$860.00
1/22-24/2018	Snow	2.00	249.43	\$7,751.41	\$770.00	115.75	\$6,152.11	768	\$18,385.92	0.00	\$0.00	0	\$0.00	\$33,059.44
2/1/2018	Icy Roads	0.00	0	\$0.00	\$70.00	252	\$13,393.80	6	\$143.64	0.00	\$0.00	10505	\$840.40	\$14,447.84
2/2/2018	Icy Roads	0.00	0	\$0.00	\$70.00	185.5	\$9,859.33	25	\$598.50	9.00	\$141.75	0	\$0.00	\$10,669.58
2/5/2018	Icy Roads	0.00	0	\$0.00	\$70.00	18	\$956.70	10.5	\$251.37	7.50	\$118.13	0	\$0.00	\$1,396.20
2/7/2018	Snow	5.00	451.07	\$14,351.06	\$3,281.25	208	\$11,055.20	388	\$9,288.72	6.00	\$94.50	0	\$0.00	\$38,070.73
2-9/15-18	Icy Roads	0.00	7.1	\$274.56	\$0.00	0	\$0.00	80.5	\$1,927.17	0.00	\$0.00	0	\$0.00	\$2,201.73
2/17/2018	Snow	8.00	339.27	\$11,379.71	\$2,971.25	248.5	\$13,207.78	35	\$837.90	0.00	\$0.00	0	\$0.00	\$28,396.64
2/22/2018	Snow	0.50	34.75	\$1,184.58	\$70.00	36	\$1,913.40	92.5	\$2,214.45	7.00	\$110.25	4600	\$368.00	\$5,860.68
2/25/2018	Snow/Rain	2.00	82.75	\$2,636.51	\$70.00	90.5	\$4,810.08	43	\$1,029.42	0.00	\$0.00	0	\$0.00	\$8,546.01
3/8/2018	Snow/Icy Roads (pm)	16.00	575	\$18,797.21	\$9,075.00	149.5	\$7,945.93	428.5	\$10,258.29	0.00	\$0.00	11475	\$918.00	\$46,994.43
3/9/2018	Pickup Garage only	0.00	0	\$0.00	\$1,497.50	0	\$0.00	0	\$0.00	0.00	\$0.00	0	\$0.00	\$1,497.50
3/11/2018	Snow removal	0.00	130.97	\$4,201.99	\$4,472.50	0	\$0.00	6	\$143.64	0.00	\$0.00	0	\$0.00	\$8,818.13
3/13/2018	Snow	21.00	504.4	\$17,003.23	\$7,069.00	178	\$9,460.70	275	\$6,583.50	0.00	\$0.00	0	\$0.00	\$40,116.43
3/15/2018	Snow removal	0.00	141.85	\$4,256.69	\$3,837.50	0	\$0.00	9	\$215.46	0.00	\$0.00	0	\$0.00	\$8,309.65
3/15/2018	Pickup Garage only	0.00	0	\$0.00	\$1,455.00	0	\$0.00	0	\$0.00	0.00	\$0.00	0	\$0.00	\$1,455.00
3/22/2018	Snow	1.00	0	\$0.00	\$70.00	109.75	\$5,833.21	3	\$71.82	0.00	\$0.00	1000	\$80.00	\$6,055.03
March	School Dept	0.00	0	\$0.00	\$0.00	29	\$1,541.35	0	\$0.00	0.00	\$0.00	0	\$0.00	\$1,541.35
		95.25	6,290.42	\$198,586.92	\$65,217.00	3,710.00	\$197,186.50	3,602.25	\$86,237.87	107.50	\$1,693.13	45,650.00	\$3,652.00	\$552,573.41

CAPITAL IMPROVEMENT PROJECT:

Ambulance Replacement

Responsible Department: Fire & Rescue Department
Eric Hagman, Fire Chief

Project Description:

In 2019, Replace 2008 ambulance, with 122K miles. The life expectancy of an ambulance running under the conditions that the City of Dover requires is 8 years; 4 years as front line, 4 years as a backup.

Previous Month Update:	Current Month Update:
February 2018: The goal is to present a purchase resolution to the City Council for the City Council meeting the last week of March or the second week of April. After the purchase is approved, the build time for this custom-built ambulance will be about 8 to 10 months. If this all happens as expected, this will be the second vehicle purchased using the HGAC (Houston Galveston Area Compact purchasing group) purchase process as the new Quint in production currently at the E-One company, was purchased through a HGAC competitive bid as well. It is expected that this ambulance will serve the City for eight years before being retired with a mileage projected in the vicinity of 100,000 miles, and with the equivalent of 300,000 miles of engine idle time. Fire & Rescue orders custom built vehicles with enough compartmentation space to carry all the equipment that is required in a dual-role Fire/EMS vehicle which ranges from firefighting airpacks and water rescue equipment to a ventilator for critical patients requiring an emergency transfers from Wentworth Douglass Hospital to other specialized facilities. The new Ambulance will look similar to the Ambulance purchased two years ago except built on a Dodge chassis. Both that ambulance and the new Dodge chassis ambulance, will be built on a 4 wheel drive chassis as the price difference turns out to be minimal at the cab/chassis only level, and assists during winter storm responses.	March 2018: The purchase of the new ambulance to be built by PL Custom Emergency Vehicles located in Manasquan, NJ was approved by the City Council in March. The purchasing agent has created the purchase order with the regional dealer being Sugarloaf Ambulance and Rescue Vehicles located in Wilton, Maine. Arrival of the ambulance is projected for November currently which is dependent upon the projected arrival of the Dodge chassis at the factory. There is some uncertainty as to the exact arrival of the Dodge chassis which could shift the delivery schedule by a month or two as Dodge is currently starting the move of a truck chassis factory from Mexico to Michigan.

CAPITAL IMPROVEMENT PROJECT:

City Hall - Customer Service Center

Responsible Department: Planning Department
Christopher Parker, Assistant City Manager
John Storer, Community Services Director

Project Description: *With the relocation of the Police Department from the ground floor of City Hall, the Council authorized the creation of a customer service center, where the City Clerk/Tax Collection office as well Water/Sewer billing and the Parking Bureau will all be located off a common lobby, to enhance the efficiency of the customer experience.*

Previous Month Update:	Current Month Update:
February 2018: Clean up and moisture remediation has been completed, waiting to start repairs to walls and furniture replacement. Items identified during walk-throughs with upper management are being addressed by facilities & Grounds employees.	March 2018: Clean up and moisture remediation has been completed, waiting to start repairs to walls and furniture replacement. The City's insurance carrier, Primex, has intentionally delayed authorization to commence repairs in order to allow other insurers to conduct their own independent inspections. There could potentially be claims against the sprinkler line company, or the manufacturer of a specific valve. The investigation is still on-going. Authorization to proceed with repairs is expected any day now. Repair estimates have been provided by the original general contractor, Martini Northern.

CAPITAL IMPROVEMENT PROJECT:

City Hall - Structural & Safety / Atrium Replacement

Responsible Department: Community Services Department
John Storer, Community Services Director
Sharon Sirois, F&G Superintendent

Project Description: *This project makes repairs to the Municipal Building. Repairs include replacement of existing elevator atrium structure, where panels and joints need replacement or repair. The steel clock tower will be painted, refurbishing of the gold leaf on the lower tower dome and repair as needed of the louvers.*

Previous Month Update:	Current Month Update:
February 2018: Skovic Construction continues work on this project, which includes replacement of the vertical glass curtain wall, reconstruction of the glass ceilings on ground and second floor by replacing them with heated metal roofing. The several warm and sunny days this February has been a boon to this project over the last two weeks.	March 2018: Skovic Construction continues work on this project, which includes replacement of the vertical glass curtain wall, reconstruction of the glass ceilings on ground and second floor by replacing them with heated metal roofing. The scaffolding will be down soon, the interior work on the upper floor will be completed and the ground floor portion will begin. The contractor is expecting to be done in April.

CAPITAL IMPROVEMENT PROJECT:

Cochecho River Dredge Cell Closure

Responsible Department: Planning Department
Christopher Parker, Assistant City Manager

Project Description:

As part of the dredging of the Cochecho River, a storage cell for the soil removed from the river bed was created alongside Maglaras Park. Additional material were inserted into the cell as well, and working with the partners, the cell is being capped and closed, per a DES permit.

Previous Month Update:	Current Month Update:
February 2018: Project currently on hold.	March 2018: Still working on filling it so it can be capped and closed.

CAPITAL IMPROVEMENT PROJECT:

Cochecho Riverfront Bank Stabilization & Site Prep

Responsible Department: Planning Department
Christopher Parker, Asst. City Manager
Steve Bird, City Planner

Bank Stabilization: This project focuses on the improvements to the Cochecho Riverbank, to ensure that the soil erosion that currently occurs is curtailed, and stabilized, so that development of the adjacent waterfront property can be undertaken.

Project Description: *Site Prep: This project will focus on the improvements to the City's waterfront parcel, to create a developable site for private investment. Work includes removing the aggregate from the "bluffs" as well as raising the elevation of the parcel to mitigate impacts of sea level rise*

Previous Month Update:	Current Month Update:
January 2018: Staff attended a pre-permitting meeting on January 11th with various state and federal permitting agencies and the city's consultants to discuss numerous environmental issues. These included shoreland stabilization design options based on the historical uses of the property and erosion issues of the riverbank during flooding events. Both structural and living shoreline designs were discussed. Several larger trees along the riverbank will be preserved during construction to provide wildlife habitat. The consultants are working to complete 75% design plans that can be used to file the required permit applications. Riverbank stabilization is in design and permit review stage. No implementation until completed. February 2018: No Update.	March 2018: Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. Staff met on March 1st with staff from Community Services and Recreation to plan for the construction of the stone dust path to access the public Paddlesports dock. Staff and CWDAC Chair met on March 1st with the Foster's reporter to provide background on the waterfront development efforts over the years in preparation of a future article. Staff met on March 14th with other city staff to discuss cost estimates for public improvements on the waterfront. Staff organized and attended a meeting of the Developer Review sub-committee on March 15th to review the public improvements planned for the waterfront. The CWDAC meeting was held on March 20th. Staff assisted the CWDAC Chair in the preparation of a PowerPoint presentation for the City Council workshop on March 21st to provide an update on the waterfront development process. At the March 20, 2018 CWDAC meeting, City Planner Steve Bird provided an update on the bluff excavation project after receiving the most recent information from Severino Trucking Company. The removal of soil located over the bedrock from the bluff and the placement of the soil in Maglaras Park has been completed. The blasting process ended on March 15th as required by the wetlands permit received from the state. The blasting company estimates that the blasting is about 75% complete. They will start up the blasting again late this year to finish up. They have

CAPITAL IMPROVEMENT PROJECT:

Cochecho Riverfront Bank Stabilization & Site Prep

completed placement of rip rap on the blasted ledge surface to stabilize the area. Severino has set up the rock processing operation, which will continue for at least two months.

On March 28, 2018, the City Purchasing Agent sent the Request for Proposals document to the three development companies that were previously selected after an extensive RFQ process. The three companies are Cathartes of Boston, Chinburg Properties of Newmarket and Summit Land Development of Dover.

The RFP submission deadline is May 24, 2018. The full membership of CWDAC will conduct interviews of the three companies in June. It is anticipated that decisions on which developers to select will be made by the end of June.

CAPITAL IMPROVEMENT PROJECT:

Cochecho Riverfront Park & Dock Development

Responsible Department: Planning Department & Recreation Department
Christopher Parker, Asst. City Manager
Gary Bannon, Recreation Director

Project Description: *This project will focus on the improvements to the Cochecho Riverbank and extension of the Riverwalk Park to allow for recreational access and activities as well as the extension of utilities and site improvements, landscape work and parking areas. Also docks and water access areas will be included to encourage activities to begin in the near future.*

Previous Month Update:	Current Month Update:
February 2018: The dock is on hold until weather allows installation.	March 2018: The planned Paddlesports dock is funded by the LWCF grant award of \$150,000 contract with the Doc Doctors was awarded with a planned installation this spring. This will be combined with other Waterfront development plans to begin the improvements to the park overall in the next year.

CAPITAL IMPROVEMENT PROJECT:

Fire Quint Pumper Replacement

Responsible Department: Fire & Rescue Department
Eric Hagman, Fire Chief

Project Description: Replacement of 2000 Smeal pumper/Quint Replacement of 1994 Becker Pumper

Previous Month Update:	Current Month Update:
February 2018: As for an update on the new Quint vehicle, production has started and the vehicle is starting its trip down the assembly line of E-One with the build projected to complete sometime in May, and with delivery in June, and with training before deployment completed mid-July. As reported in previously reports, this vehicle is designed to fulfill a number of ISO (Insurance Services Offices) fire department rating requirements that weren't previously attainable by Fire & Rescue during the 2012 review process. This vehicle increases the total aerial ladder capacity, the total available ground ladder capacity, and will be located at the South End Station for better deployment points as there will be a full aerial ladder truck at both the North End Stations and South End Stations when this purchase is complete. This means the bulk of Dover's commercial and residential properties will fall within the 2 and ½ mile radius from each of those stations that ISO gives full deployment points for aerial ladder truck coverage. For engine deployment, the radius for full deployment points is 1 and ½ miles which is why Dover's three fire stations are located where they are to cover the bulk of the commercial and residential properties.	March 2018: The build of the new Quint is in progress at E-One. Radio cabling for the radio equipment Fire & Rescue uses was sent in March, to E-One to be installed during the build. The build is on schedule at the factory for completion mid to late May and delivery in June. The photos below show the cab on the chassis after the motor was loaded, the rear body section of the vehicle where hose is stored, and the aerial ladder all built. This vehicle with a projected life expectancy of 20 years, is all function. When viewing the cab photo below, you will see a bumper that holds two attack hose lines which will be connected to the fire pump in the vehicle by installed piping. 

CAPITAL IMPROVEMENT PROJECT:

Firefighting Turn Out Gear

Responsible Department: Fire & Rescue Department
Eric Hagman, Fire Chief

Project Description:

Turnout gear is the head-to-toe firefighter gear which provides protection for our personnel during all types of emergencies. The protective gear allows firefighters to enter untenable atmospheres and fire situations to rescue victims. The gear is used on a regular basis and is essential to emergency response.

This purchase fulfills the new plan of purchasing a set of turnout gear for the department's firefighters every 5 years through the CIP, as each set of gear has a ten-year life span with retirement now mandatory per national standards, after ten years of life.

Previous Month Update:	Current Month Update:
February 2018: Continuing in February on the march toward the purchase of another set of turnout gear for the firefighters at Fire & Rescue, Fire & Rescue has learned that the specified Globe manufacturing Athletix style turnout gear http://globeturnoutgear.com/turnout-gear/athletix-product can be purchased with a considerable savings through the Massachusetts State Bid purchasing structure. This bid compliant pricing documentation from the local dealer Bergeron Protective Clothing (http://www.bergeronprotectiveclothing.com/) has made it to the Purchasing department. The goal similar to the purchase of the new ambulance, is to present a purchase resolution to the Council for the City Council meeting the last week of March or the second week of April once all final compliance details are confirmed.	March 2018: The purchase of the new Globe manufacturing Athletix style firefighting turnout gear was approved by the City Council in March. The purchasing agent has created the purchase order with the regional dealer being Bergeron Protective Clothing located in Epsom, NH. What is next is for Bergeron Protective Clothing to visit each shift and measure each staff member as firefighting turnout gear to protect the individual wearing it properly, must be custom fitted.

CAPITAL IMPROVEMENT PROJECT:

General Sidewalk Improvements

Responsible Department: Community Services Department
John Storer, Community Services Director
Gretchen Young, Assistant City Engineer

Project Description: *Annual management program for sidewalk replacements.*

Previous Month Update:	Current Month Update:
February 2018: Staff are assessing potential sidewalk projects for the 2018 season.	March 2018: Staff are assessing potential sidewalk projects for the 2018 season.

CAPITAL IMPROVEMENT PROJECT:

General Street Improvements

Responsible Department: Community Services Department
John Storer, Community Services Director

Project Description: *Annual road paving based on road surface management program.*

Previous Month Update:	Current Month Update:
Feb 2018: Contractors finished up with the paving and gravel shoulders on Chestnut Street, Spruce Lane, Fourth Street and Leighton Way.	March 2018: Requests for bids for the annual street paving program went out March 8. Two bids were received March 28, with Brox Industries the apparent low bidder at \$1,765,468. Community Services and the Finance Department is working on a Resolution for City Council approval that will highlight the proposed funding sources. Anticipated goal is to make April 25 City Council Agenda.

CAPITAL IMPROVEMENT PROJECT:

Heating Plant - Central & South End Stations

Responsible Department: Fire & Rescue Department
Eric Hagman, Fire Chief

Project Description: *Replacement of boiler and apparatus floor heaters*

Previous Month Update:	Current Month Update:
February 2018: In January, it was also reported that progress is continuing developing the specifications for the replacement of the heating systems for both the South End Fire Stations and the Central Fire Stations, with direct vented <u>Lochinvar</u> high efficiency boilers chosen as the replacement boilers for each station. Fire & Rescue continued progress in February by working with one of the City's contracted heating vendors on installation pricing, which has been approved by the Purchasing Department as meeting the City bid requirements for plumbing and heating services. Consequently, a purchase requisitions for the installation of the new boilers in each station have been established and confirmed with Dennis Munson Plumbing and Heating. Installation will start once the winter heating system ends as each fire station will be without heating capability for a few days during the installation.	March 2018: This project is in a waiting period for when the weather is warm enough to shut of the heating systems for several days in the respective fire stations, which is the duration of the removal and replacement for each heating system. Waiting until the weather is warmer eliminates the need for temporary heat and the costs associated with temporary heat.

CAPITAL IMPROVEMENT PROJECT:

HVAC City Wide Building Transducer Replacement

Responsible Department: Fire & Rescue Department
Eric Hagman, Fire chief

Project Description: *This project provides replacement of 14 HVAC System Control Modules in 6 city buildings, including the Public Works Facility, McConnell Center and Library*

Previous Month Update:	Current Month Update:
February 2018: Library plans are under review for cost estimation verification by Martini Northern due to the excessive figure presented with the plans. Awaiting funding.	March 2018: Alternative designs are being considered in lieu of massive retrofitting of new air handler units within the attic or on the roof. A walk-thru was held to examine whether smaller, mini-split units could be installed without significantly disrupting the aesthetic character. A price proposal is expected from the current HVAC contractor, Siemens Industry, Inc. The mini-split options is expected to be in the vicinity of \$400,000, while the installation of new air handling units was around \$1.4 million.

CAPITAL IMPROVEMENT PROJECT:

Intersection Reconstruction - Sixth & Venture

Responsible Department: Community Services Department
John Storer, Community Services Director
Dave White, City Engineer

Project Description: *This project will include the design and reconfiguration of the intersection of Sixth Street and Venture Drive. The changes will widen the turning lanes and accommodate larger vehicle, which run into issues turning onto and from Venture Drive.*

Previous Month Update:	Current Month Update:
February 2018: Engineering will move forward with hiring a consultant to design a wider entrance on venture drive. This will involve relocation poles and underground electrical services.	March 2018: A request for proposal is being advertised and the response is due back on March 2 to hire the consultant for design services. The goal is to modify the intersection geometry to better accommodate turning traffic by large trucks. Site lines will also be improved.

CAPITAL IMPROVEMENT PROJECT:

Multi-Use Trail Development

Responsible Department: Planning Department
Christopher Parker, Assistant City Manager
Donna Benton, Assistant City Planner

Project Description: *This work will bring the trail along Central Avenue/Durham Road to Daley Drive, constructing trail heads and trails running parallel to the Bellamy River over land of the Dover Middle and High Schools connecting to Bellamy Road. From here, users will be able to connect through Bellamy Park to trails parallel to the Bellamy River, along property fronting on NH Route 155.*

Previous Month Update:	Current Month Update:
February 2018: Assistant City Planner Benton continues to facilitate the Transportation Alternatives Program (TAP) project to expand the Community Trail with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The project is in review to be able to go out to bid for construction however easements need to be in place first so Assistant City Planner Benton and Assistant City Manager Parker are negotiating and drafting those easement documents with the assistance from the City's Legal Counsel. The project is still on schedule to be fully completed by the end of 2018. This is all part of the \$320,000 federal grant to design, engineer, and construct improvements to the Community Trail south of Fisher Street and north of Fourth Street. The Planning Department is under negotiations with an engineering firm to complete Phase IV of the Community Trail through a second round of TAP funds. Assistant City Planner Benton and Assistant City Manager Parker met with the engineering firm on January 29th to discuss the cost proposal. The project is proposing to continue the trail from the future trailhead at Route 108 and Rutland Street to the Middle School and High School, paving a new walk way along the school fields into Bellamy Park, then behind the multi-family housing units and terminating this phase at Route 155. Assistant City Planner Benton, Media Services, and the Community Trail Advisory Committee continue to modify a short video to promote the Dover Community Trail.	March 2018: Work on the third phase of the Community Trail continues as part of the Transportation Alternatives Program (TAP) project with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The project is in review to be able to go out to bid for construction however easements need to be in place first. Planning Staff is working with the City Assessor to determine the value of the easements necessary to negotiate the easements. Legal Counsel has drafted those easement documents. The project is still on schedule to be fully completed by the end of 2018. The Planning Department is under negotiations with an engineering firm to complete Phase IV of the Community Trail through a second round of TAP funds. Planning and Community Development staff met with the engineering firm in March to review costs and to identify savings in areas that are on the high side. The project is proposing to continue the trail from the future trailhead at Route 108 and Rutland Street to the Middle School and High School, paving a new walk way along the school fields into Bellamy Park, then behind the multi-family housing units and terminating this phase at Route 155.

CAPITAL IMPROVEMENT PROJECT:

Public Safety Communications Upgrade

Responsible Department: Police Department & Fire Department
Chief Colarusso & Chief Hagman

Project Description:

Police, Fire and Community Services radio communication platforms are in need of an upgrade. This project will upgrade the current system to a microwave communication system capable of supporting current technology. The project will upgrade all Community Services mobile radios to a digital GPS based system, and will upgrade all Fire Department mobile, portable and base radios from analog to digital. The system will expand other city services such as remote water meter reading as well as provide a platform for city wide data communications.

Previous Month Update:	Current Month Update:
February 2018: Deputy Chief Haas of the Fire Department and Captain Breault of the Police Department jointly oversaw the Public Safety Communications Improvement Project, which is funded as part of the Capital Improvements Program. The project includes replacing outdated public safety radio equipment that is at or near the end of its useable life. The project will increase public safety radio communications broadcast and receive strength by the installation of three new radio towers. During the month of March new radios were installed in front-line fire apparatus, microwave dishes and various communication antennas were installed on the new towers, new communication system equipment and the network system equipment was installed and tested. During the last week in March both the police and fire primary radio systems were transferred to the new system.	March 2018: March saw the new radio equipment that was purchased for Fire & Rescue as part of the Communications System Upgrade, fully installed throughout the Fire & Rescue fleet and stations. This included the station radio equipment, the vehicle radio equipment, and the portable radios assigned to the firefighters when they are working on-duty, recalled for station coverage or major incidents, or activated as part of a specialty team (hazardous materials, SRT/SWAT Medic).

CAPITAL IMPROVEMENT PROJECT:

Pump Station Upgrade - Varney Brook

Responsible Department: Community Services Department
John Storer, Community Services Director
Bill Boulanger, Deputy Community Services Director

Project Description: *This project will update the Varney Brook Pump station, which is the City's third largest pump station. The plant had to be shut down and flow had to be bypassed due to equipment failures. The station handles all flows from the southern end of Dover, and pumps directly to the Waste Water Treatment Plant on Middle Road.*

Previous Month Update:	Current Month Update:
February 2018: The wet well has been cleaned. Wright Pierce has conducted a building inspection. The City is waiting for the design phase to begin.	March 2018: The consultants have completed an initial grit-assessment to determine if mechanical equipment is required to remove debris before pumping waste to the treatment plant. It appears grit-removal will likely not be required, which should help reduce overall upgrade cost. City is currently waiting for the detailed design phase to begin.

CAPITAL IMPROVEMENT PROJECT:

Sewer Inflow / Infiltration Mitigation

Responsible Department: Community Services Department
John Storer, Community Services Director
Bill Boulanger, Deputy Community Services Director

Project Description:

During periods of heavy rainfall and snow melt, clean water enters the sewer distribution system and occasionally causes surcharging of the system resulting in the bypass of untreated sewerage to the Bellamy and Cochecho Rivers. This storm water is known as Inflow and Infiltration and must be reduced. It enters the systems through leaking manholes, pipes, roof leaders, basement drains and catch basins discharging to the sewer system.

Previous Month Update:	Current Month Update:
February 2018: City Council has approved a contract extension for Wright-Pierce. All of the TV work has been completed in the downtown area. Preliminary report shows that the 30" pipe is in good shape. We are awaiting the final report from Wright Pierce.	March 2018: Multiple flow meters were installed with the sanitary sewer system to identify sources of inflow or infiltration (I/I) where storm water is entering the system. Based on the results of the flow monitoring, video inspections were conducted on the interior of the sewer pipes to identify specific locations of I/I. The City has received a preliminary report, from Wright-Pierce, with recommendations to grout and seal the sewer lines in the downtown area.

CAPITAL IMPROVEMENT PROJECT:

Sidewalk - Upper Whittier Street

Responsible Department: Community Services Department
John Storer, Community Services Director
Dave White, City Engineer

Project Description: *Design sidewalk on Whittier Street between Glenwood Ave and Sixth Street. The sidewalk location will be determined by the design.*

Previous Month Update:	Current Month Update:
February 2018: Survey/design work will be initiated this winter. The goal is to be ready for bidding by spring 2018.	March 2018: A request for proposal has advertised and the response will be opened on April 9th for design services.

CAPITAL IMPROVEMENT PROJECT:

South End Fire Station Improvement

Responsible Department: Fire & Rescue Department
Eric Hagman, Fire Chief

Project Description: *South End Fire Station Ramp & Parking Lot Repaving*

Previous Month Update:	Current Month Update:
February 2018: No Update	March 2018: A meeting was held in March at the South End Fire Station between the Community Service Director, the Fire Chief, and a potential paving vendor as work progresses to define the scope of the ramp and parking area re-paving project. It was determined that because of the Durham Road sloping toward the fire station ramp, and the fire station ramp sloping from the station toward the Durham Road, that water tends to collect along that paving joint. This contributes to water infiltrating through cracks in the pavement and causing serious frost heaves under the fire station ramp where it meets the Durham Road. The solution is to install a drain system at that joint in addition to the removal of the clay that is the primary base material under the station ramp paving, existing since the fire station was built and opened in 1967. These two issues are the root problem why there been chronic issues with every overlay of paving since the fire station has been built. Further research is being conducted by Community Services engineering section on the drain system design and there is some possibility that there is some funding available through a groundwater protection program to help with the cost of that part of the project.

CAPITAL IMPROVEMENT PROJECT:

Storm Drain Replacement - Broadway Railroad Culvert

Responsible Department: Community Services Department
John Storer, Community Services Director
Dave White, City Engineer

Project Description: *This project includes replacing a deteriorating granite box culvert, which is undersized, under the railroad tracks at Red's Shoe Barn with a 72" drain line. The culvert accepts all the drainage from the New York Street, Ham Street and Ela Street portions of the city.*

Previous Month Update:	Current Month Update:
February 2018: The City has reached an agreement with Red's for an easement. The City has acquired the easement from the railroad. The city is pursuing the final easements and moving forward with the wetlands permitting.	March 2018: The City has reached an agreement with Red's Shoe Barn for an easement. The City has also acquired an easement from the railroad. The City is pursuing three final easements with individual land owners. Wetlands permitting is ongoing. The goal is to be out to bid late summer, as the desired time frame for installing a new culvert under the railroad will be late fall/early winter.

CAPITAL IMPROVEMENT PROJECT:

Street Lighting Improvements

Responsible Department: Community Services Department
John Storer, Community Services Director

Project Description:

LED lights provide improved nighttime visibility and safety through better color rendering, more uniform lighting distributions and the elimination of many dark areas between poles. LEDs reduce direct and reflected uplight which are the primary causes of urban sky glow. There is typically a 40-80% energy savings (depending on incumbent lighting source and lighting design criteria), and a potential 50-75% street lighting maintenance savings.

Previous Month Update:	Current Month Update:
January 2018: Affinity Lighting commenced installation and has installed one gateway at the Police Station. Once that gateway was installed the LED light change over started. Four hundred and twenty four LED lights were changed out as well as four hundred and twenty four smart controls were installed. February 2018: Waiting for the Communication Towers to go active so the City can engage the "smart" feature of the new street lights by being able to monitor them real-time via a computer network.	March 2018: The LED conversion process has been completed for approximately 1,800 fixtures. Initiation of the smart control software was put on hold until the City's new communication towers became operational. The street light controls need to utilize the wireless gateways via the new communication towers. Expected completion and testing will occur by late April. The control software will allow for full tracking of light status, with ability to monitor localized power outages.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Floral & Brick

Responsible Department: Community Services Department
John Storer, Community Services Director
Gretchen Young, Assistant City Engineer

Project Description: *This project will design and construct improvements for drainage, sidewalks and street reconstruction from Central Avenue to Oak Street on this pair of roads.*

Previous Month Update:	Current Month Update:
February 2018: City staff has continued to work with abutters prior to formalizing the design. It is the intention to include the following work in this project: Road – reconstruction of roadway to include an improved roadway bed with a standardized pavement width and pedestrian sidewalks. Drainage improvements will be incorporated. Water- connect the existing water line in Floral Avenue to the existing line in Oak Street. Sewer- construction new sewer mains and services from Oak Street to the top of High Ridge Avenue. Extend sewer main to homes along Floral Avenue to eliminate long service runs.	March 2018: City staff presented a conceptual plan to the Transportation Advisory Commission (TAC), showing the reconstruction of Brick Road and Floral Avenue to be one-way between Jefferson Court and High Ridge Road. The TAC preliminarily endorsed the plan. The consultant has been given direction to move forward with this concept. It is the intention to also include the following work in this project: Projects to include same shown for February 2018.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Hanson Street

Responsible Department: Community Services Department
John Storer, Community Services Director
Gretchen Young, Assistant City Engineer

Project Description: *This project will be a total reconstruction of the street and sidewalks along this urban street, connecting Central Avenue with Henry Law Avenue. Included in the reconstruction will be an updating of water and drainage utilities.*

Previous Month Update:	Current Month Update:
Februray 2018: SUR Construction was selected in February and the contract was submitted for City Council approval. Staff anticipate holding a neighborhood meeting in March and for construction to start in April. Road – reconstruction of roadway to include sidewalks and improved roadway bed. Drainage improvements will be incorporated. Water- reconstruction of water line from the intersection of Henry Law Ave to Central Ave., including services. Sewer- reconstruction of sewer line and services from the intersection of Henry Law Avenue to a point in-front of 17 Hanson Street.	March 2018: SUR Construction was selected in February and the contract was submitted for City Council approval. Staff held a neighborhood meeting in March to answer any of the property owners questions. The construction work will begin in April.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Keating & Birchwood

Responsible Department: Community Services Department
John Storer, Community Services Director
Gretchen Young, Assistant City Engineer

Project Description: *This project will design and construct improvements for drainage, sidewalks, water/sewer and street reconstruction on Birchwood, Emmet, Keating, Renaud, and Shamrock.*

Previous Month Update:	Current Month Update:
February 2018: Work has been suspended for the winter and anticipate returning to do top coat of pavement in April of 2018. The following will be completed in the spring: Road – top coat of paving on recently paved roadways and driveway. Landscaping and other miscellaneous improvements will be completed as part of project completion. Minor drainage improvements may be included based on the winter and spring conditions. Water- no attentional water work anticipated other than raising structures to final pavement elevation. Sewer- no attentional sewer work anticipated other than raising structures to final pavement elevation.	March 2018: No update. Same as February.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Oak, Ham, Ela, Broadway

Responsible Department: Community Services Department
John Storer, Community Services Director
Dave White, City Engineer

Project Description: *This Complete Street project will design and repair the infrastructure in the Oak, Ham, Ela and Broadway area of the city. The project will include improvements to streets, water/sewer drainage, roadways and sidewalks.*

Previous Month Update:	Current Month Update:
February 2018: This project is contingent on new Broadway Railroad Culvert, as this entire neighborhood will drain downstream to an already overloaded drainage system.	March 2018: This project is contingent on new Broadway Railroad Culvert, as this entire neighborhood will drain downstream to an already overloaded drainage system. As the Broadway Culvert project proceeds to bidding, the City expects to retain a design consultant to possibly begin initial survey work by this fall. Depending on the progress of the Broadway Culvert, this neighborhood project might get delayed until calendar year 2020.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Roberts Road

Responsible Department: Community Services Department
John Storer, Community Services Director
Gretchen Young, Assistant City Engineer

Project Description: *This project will reconstruct the road as well as drainage improvements.
This project will supplement the general street improvements.*

Previous Month Update:	Current Month Update:
Jan 2018: The Conservation Commission and the Planning Board reviewed and endorsed/approved a Wetland Permit Application and Conditional Use Application. The Wetland Permit has been submitted to the NHDES for approval. The project also received a NHDES Shoreland Protection Permit for work adjacent to the Piscataqua River. Holden Engineering is finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in February. The overall project will include the reconstruction of roadway to include an improved roadway bed and standardized pavement width. Drainage improvements will be incorporated. Feb 2018: Holden Engineering is finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in March.	March 2018: Holden Engineering is working to obtain NHDES Wetland Permits and necessary drainage easements prior to finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in April.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Spur Road

Responsible Department: Community Services Department
John Storer, Community Services Director
Dave White, City Engineer

Project Description: *Project would reclaim, inject concrete base and repave Spur Road. The design of this project will take into account elements, as outlined in the City's Complete Streets/Traffic Calming policy.*

Previous Month Update:	Current Month Update:
February 2018: Underwood has been awarded the contract to design the project.	March 2018: Underwood has been awarded the contract to design the project and is starting the survey. Survey work is expected to occur through the summer. The goal will be to host a neighborhood meeting by this fall to starting soliciting feedback from residents. The City will be reaching out to NH DES to see if there is any financial assistance available to provide public sewer to the remaining residence that have private septic systems.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Tanglewood

Responsible Department: Community Services Department
John Storer, Community Services Director
Dave White, City Engineer

Project Description: *This is a road reconstruction project for the entire street. In addition to drainage and roadway improvements, there is water service and main work being accomplished.*

Previous Month Update:	Current Month Update:
February 2018: Street is slated for reconstruction including new drainage. Design is on hold until survey work can be completed along Spruce Lane and Old Garrison Road, as new drainage infrastructure from Tanglewood will likely tie in there.	March 2018: No Update.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Richardson

Responsible Department: Community Services Department
John Storer, Community Services Director
Gretchen Young, Assistant City Engineer

Project Description: *This project will design and construct improvements for drainage, curbing and street reconstruction for the whole road.*

Previous Month Update:	Current Month Update:
February 2018: Work has been suspended for the winter and anticipate returning to do top coat of pavement in April of 2018. The following work will be completed in the spring: Road – top coat of paving on recently paved roadways and driveway. Minor drainage improvements may be included based on the winter and spring conditions. Water- no attentional water work anticipated other than raising structures to final pavement elevation. Sewer- no attentional sewer work anticipated other than raising structures to final pavement elevation.	March 2018: No update. Same as February 2018.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Elm, Summer & Belknap

Responsible Department: Community Services Department
John Storer, Community Services Director
Gretchen Young, Assistant City Engineer

Project Description: *This project will include the design for drainage, sidewalks and street reconstruction. The design of this project will take into account elements, as outlined in the City's Complete Streets/Traffic Calming policy. Furthermore, this project will design the replacement of an existing four and six inch cast iron pipe to eight inch ductile iron, which was installed in the late 1800's and should be replaced before road reconstruction.*

Previous Month Update:	Current Month Update:
February 2018: No update.	March 2018: Community Services staff developed and issued a request for proposals for consulting firms to assist the city with the design for the reconstruction of Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. Overall project to include: Road – reconstruction of roadway to include sidewalks and improved roadway bed. Drainage improvements will be incorporated. Water- reconstruction of water line throughout the project area.

CAPITAL IMPROVEMENT PROJECT:

Veteran's Park-Park Improvements

Responsible Department: Recreation Department
Gary Bannon, Recreation Director

Project Description:

A memorial to those who served our Country will be constructed on the lawn of the McConnell Center. This park will feature a plaza and salutes those who served all branches of the armed services.

Previous Month Update:	Current Month Update:
November 2017: The Dover Veterans Park project continues to move along with the brick and granite installation happening this month. Donated brick orders are still coming in very strong. A dedication ceremony is planned for Veterans Day, November 11th. February 2018: The Dover Veterans Park first 400 donated bricks honoring veterans that are in storage along with 176 others that are on order will be installed in the spring. Donated brick orders are still coming in and they can continue to be purchased for the foreseeable future.	March 2018: The Dover Veterans Park first 400 donated bricks honoring veterans that are in storage along with 176 others that were received this month will be installed in the spring. Donated brick orders are still coming in and they can continue to be purchased for the foreseeable future.

CAPITAL IMPROVEMENT PROJECT:

Water Main Replacement - Main & Washington

Responsible Department: Community Services Department
John Storer, Community Services Director
Bill Boulanger, Deputy Community Services Director

Project Description: *Replacement of existing 8-inch cast iron main on Main Street from Broadway to Washington Street. Replacement includes main on Washington Street from Main Street to Lower Square.*

Previous Month Update:	Current Month Update:
February 2018: Underwood Engineers has been hired to complete the design of the new water main. They are currently surveying portions of lower Washington Street and Main Street.	March 2018: Underwood Engineers has hired a contractor to survey portions of lower Washington Street and Main Street. Design will occur through summer and into fall. Construction would be expected to commence spring of 2019. Roads would be completely repaved following completion of water main work.

CAPITAL IMPROVEMENT PROJECT:

Water & Sewer Main Replacement - Spaulding Turnpike

Responsible Department: Community Services Department
John Storer, Community Services Director
Dave White, City Engineer

Project Description: *NH DOT is expanding the Spaulding Turnpike at Dover Point. There are conflicts with the water lines in the DOT's right-of-way and the water line must be relocated to avoid those conflicts. Part of agreement upon original construction of the Spaulding Turnpike stated all utilities placed in the right-of-way after construction will be the responsibility of the municipality. Thus making the relocation of the water lines the responsibility of the City of Dover.*

Previous Month Update:	Current Month Update:
February 2018: Temporary sewer pumps are in place and will continue to operate until the permanent crossings are done in two years. Housing to protect the pumps for winter have been constructed.	March 2018: No Update.

CAPITAL IMPROVEMENT PROJECT:

Water System Facilities Upgrade

Responsible Department: Community Services Department
John Storer, Community Services Director
Bill Boulanger, Deputy Community Services Director

Project Description:

Project will continue with the reconstruction of the city's wellheads and water treatment facilities. Phase III of this project includes refurbishing the Hughes Well Facility, connecting the Hughes Well to French Cross WTP, chemical treatment facility for DPH-1 and Ireland Well and the replacement of the Bellamy Recharge Facility.

Previous Month Update:	Current Month Update:
February 2018: Water facilities plan Phase 1 4 sites under this contract <u>North End Tank:</u> The City has signed off on substantial completion. The generator setup is still under warranty. <u>Calderwood & Campbell:</u> The piping work at Calderwood did resolve the turbulence issue. The city is able to run both wells at the same time. The City is able to process over 900 gallons per minute through the Calderwood Chemical building. The generator at Campbell Well has not been able to run under full load. This is still an outstanding item for the contractor to find a solution. A solution has been received from Caterpillar. We will implement the recommendations this month and conduct another startup test. <u>Lowell Ave:</u> Progress is moving along. The startup date has been moved to the end of March. City Staff is being trained on all of the new equipment as it is being installed and tested out. Water Facilities Phase 2 7 sites under this contract (No change in activity) <u>Smith & Cummings:</u> New meter, and Drive building to replace Smith and Cummings sites, as well as new submersible pump for Cummings Well, Plans and Spec are complete <u>Willand Pond:</u> Develop new wells at Willand Pond and build common building similar to Smith and Cummings for metering and drives, under design not 30% yet, survey and borings underway <u>Somersworth Interconnect-</u> Under design to be incorporated within the Willand Pond Building to add metering and booster pumps. Under design. Not 30% yet, survey and boring underway <u>Raw water line from Willand Pond to Smith and Cummings-connect to raw line at Smith well site:</u> Under design not 30% yet, survey and boring underway <u>Garrison hill tank rehab</u> – under design, not 30% yet <u>Isinglass River recharge pump relocation</u> - Under design not 30% yet, relocating recharge station out of the flood plain <u>Isinglass & Bellamy-Review of River quality:</u> The State of New Hampshire is requiring water quality reports for both rivers due to the city wants to use both rivers for recharge. Just started work	March 2018: Water Facilities Plan Phase 1 4 sites under this contract North End Tank; Calderwood & Campbell chemical feed building; rebuilding old well house; Lowell Ave: The treatment plant is now operational and the City has signed off on substantial completion for all of the sites. The one year warranty is now in effect. The Contractor and the City are reviewing the Punch List items. Water Facilities Plan Phase 2 7 sites under this contract *There is a progress meeting scheduled for April 16, 2018 to discuss the status of the project* A new control building, housing a new master flow meter and variable frequency drive controllers will be installed for the Smith and Cummings sites, along with the installation of a new submersible pump for Cummings Well. Plans and Spec are complete and will proceed to bidding shortly. Develop new wells at Willand Pond and build common building similar to Smith and Cummings for metering and drives, under design not 30% yet, survey and borings underway. Potentially will go out to bid late summer or early fall 2018. Somersworth Interconnect- Under design to be incorporated within the Willand Pond Building to add metering and booster pumps. Have not reached 30% design stage yet, survey and boring work is underway. This project qualified for a \$1.3 million grant from the Ground Water Trust Fund. Discussion has been ongoing with the City of Somersworth about drafting an Inter-municipal Agreement (IMA) for the design, construction and operation of the facility. It is expected a draft IMA will be presented to the City Council sometime in May. Raw water line from Willand Pond to Smith and Cumming raw line at Smith well site Under design not 30% yet, survey and borings underway Garrison hill tank rehab – under design, not 30% yet Isinglass River recharge pump relocation Under design not 30% yet, relocating recharge station out of the flood plain Review of River quality Isinglass and Bellamy. The State of New Hampshire is requiring water quality reports for both rivers due to the city wants to use both rivers for recharge. Currently working with hydrogeologic firm and engineering consultants on approval process with New Hampshire Department of Environmental Services. There is an extensive approval process that must document not negative impacts of water withdrawals from the rivers. This could take up to 1 year to collect necessary data and to complete monitoring.

City of Dover

Expenditures of Major Funds

March 31, 2018

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 542,058	\$ 22,980	\$ 386,892	71.0%	\$ 155,166	\$ 113,700	\$ 41,466	7.6%
Executive	1,039,875	69,557	799,336	77.0	240,539	138,292	102,248	9.8
Finance	1,785,034	162,580	1,311,141	73.0	473,893	354,669	119,225	6.7
Planning	696,427	67,053	492,223	71.0	204,204	139,580	64,624	9.3
Misc General Government	1,158,599	77,724	657,716	57.0	500,883	69,271	431,612	37.3
Police	8,952,632	757,433	6,526,966	73.0	2,425,666	1,420,746	1,004,920	11.2
Fire & Rescue	8,981,979	790,692	6,742,553	75.0	2,239,426	1,342,376	897,051	10.0
Community Service Public Works	7,148,652	534,282	4,079,410	57.0	3,069,242	1,170,487	1,898,755	26.6
Recreation	2,221,921	217,754	1,577,482	71.0	644,439	286,260	358,179	16.1
Public Library	1,377,030	133,060	979,458	71.0	397,572	245,653	151,919	11.0
Public Welfare	856,608	60,132	458,501	54.0	398,107	60,556	337,551	39.4
Debt Service	12,014,563	5,998	4,585,178	38.0	7,429,385	22,512	7,406,873	61.6
Other Financing Sources/Uses	3,809,937	122,875	1,105,879	29.0	2,704,058	-	2,704,058	71.0
School	52,113,315	3,846,737	32,187,336	62.0	19,925,979	19,095,933	830,047	1.6
Intergovernmental	8,713,747	-	8,713,747	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 111,412,377	\$ 6,868,858	\$ 70,603,816	63.4%	\$ 40,808,561	\$ 24,460,034	\$ 16,348,527	14.7%
3213 Parking Activity Fund								
Police	\$ 856,716	\$ 41,645	\$ 389,644	45.0%	\$ 467,072	\$ 83,625	\$ 383,447	44.8%
Sub-total : 3213 Parking Activity Fund	\$ 856,716	\$ 41,645	\$ 389,644	45.5%	\$ 467,072	\$ 83,625	\$ 383,447	44.8%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,134,688	\$ 89,781	\$ 686,293	60.0%	\$ 448,395	\$ 283,425	\$ 164,970	14.5%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,134,688	\$ 89,781	\$ 686,293	60.5%	\$ 448,395	\$ 283,425	\$ 164,970	14.5%
3381 McConnell Center Fund								
Recreation	\$ 938,007	\$ 42,276	\$ 349,053	37.0%	\$ 588,954	\$ 110,710	\$ 478,244	51.0%
Sub-total : 3381 McConnell Center Fund	\$ 938,007	\$ 42,276	\$ 349,053	37.2%	\$ 588,954	\$ 110,710	\$ 478,244	51.0%
3410 Recreation Special Revenue Fund								
Recreation	\$ 573,091	\$ 56,520	\$ 416,233	73.0%	\$ 156,858	\$ 43,974	\$ 112,884	19.7%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 573,091	\$ 56,520	\$ 416,233	72.6%	\$ 156,858	\$ 43,974	\$ 112,884	19.7%
5300 Water Fund								
Community Service Public Works	\$ 5,405,641	\$ 309,210	\$ 3,055,110	57.0%	\$ 2,350,531	\$ 492,476	\$ 1,858,056	34.4%
Sub-total : 5300 Water Fund	\$ 5,405,641	\$ 309,210	\$ 3,055,110	56.5%	\$ 2,350,531	\$ 492,476	\$ 1,858,056	34.4%
5320 Sewer Fund								
Community Service Public Works	\$ 7,955,449	\$ 568,983	\$ 4,505,554	57.0%	\$ 3,449,895	\$ 708,024	\$ 2,741,871	34.5%
Sub-total : 5320 Sewer Fund	\$ 7,955,449	\$ 568,983	\$ 4,505,554	56.6%	\$ 3,449,895	\$ 708,024	\$ 2,741,871	34.5%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,588,411	\$ 102,055	\$ 860,324	54.0%	\$ 728,087	\$ 177,613	\$ 550,474	34.7%
Sub-total : 6100 Dovernet Fund	\$ 1,588,411	\$ 102,055	\$ 860,324	54.2%	\$ 728,087	\$ 177,613	\$ 550,474	34.7%
Total : EXPENDITURES	\$ 129,864,380	\$ 8,079,327	\$ 80,866,027	62.3%	\$ 48,998,353	\$ 26,359,881	\$ 22,638,472	17.4%

City of Dover

Revenues of Major Funds March 31, 2018

(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 81,343,226	\$ 504,670	\$ 44,214,802	54.0%	\$ 37,128,424	\$ -	\$ 37,128,424	(45.6)%
Licenses & Permits	6,156,724	544,890	4,663,937	76.0	1,492,787	-	1,492,787	24.2
Intergovernmental	2,329,263	1,784	2,179,881	94.0	149,382	-	149,382	6.4
Charges for Services	3,552,922	231,500	2,819,263	79.0	733,659	-	733,659	20.6
Miscellaneous Revenue	698,537	61,403	603,873	86.0	94,664	-	94,664	13.6
Education	16,843,130	215,838	10,666,641	63.0	6,176,489	-	6,176,489	36.7
Operating Transfers In	393,575	-	-	0.0	393,575	-	393,575	100.0
Other Financing Sources	95,000	-	73,512	77.0	21,488	-	21,488	22.6
Sub-total : 1000 General Fund	\$ 111,412,377	\$ 1,560,084	\$ 65,221,909	59.0%	\$ 46,190,468	\$ -	\$ 46,190,468	41.5%
3213 Parking Activity Fund								
Licenses & Permits	\$ 192,840	\$ 10,276	\$ 178,128	92.0%	\$ 24,988	\$ -	\$ 24,988	13.0%
Parking Income	508,876	69,650	462,141	91.0%	116,386	-	116,386	22.9%
Parking Fines	155,000	24,596	146,067	94.0%	33,529	-	33,529	21.6%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 856,716	\$ 104,522	\$ 786,336	92.0%	\$ 174,903	\$ -	\$ 174,903	20.4%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 10,000	\$ -	\$ -	0.0%	\$ 10,000	\$ -	\$ 10,000	100.0%
Charges for Services	930,000	75,581	743,990	80.0%	186,010	-	186,010	20.0%
Miscellaneous Revenue	0	137	3,599	0.0	(3,599)	-	(3,599)	0.0
Other Financing Sources	68,582	-	-	0.0	68,582	-	68,582	100.0
Sub-total : 3320 Residential Solid Waste	\$ 1,008,582	\$ 75,718	\$ 747,589	74.0%	\$ 260,993	\$ -	\$ 260,993	25.9%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 709,772	\$ 56,533	\$ 508,139	72.0%	\$ 201,633	\$ -	\$ 201,633	28.4%
Operating Transfers In	228,135	21,654	209,460	92.0	18,675	-	18,675	8.2
Sub-total : 3381 McConnell Center	\$ 937,907	\$ 78,187	\$ 717,599	77.0%	\$ 220,308	\$ -	\$ 220,308	23.5%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 437,015	\$ 17,577	\$ 278,170	64.0%	\$ 158,845	\$ -	\$ 158,845	36.3%
Miscellaneous Revenue	15,500	495	3,443	0.2	12,057	-	12,057	77.8
Operating Transfers In	15,500	-	-	0.0	15,500	-	15,500	100.0
Other Financing Sources	80,934	-	-	0.0	80,934	-	80,934	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 548,949	\$ 18,072	\$ 281,613	51.0%	\$ 267,336	\$ -	\$ 267,336	48.7%
5300 Water Fund								
Charges for Services	\$ 5,233,333	\$ 492,925	\$ 2,787,203	53.0%	\$ 2,446,130	\$ -	\$ 2,446,130	46.7%
Miscellaneous Revenue	70,500	4,741	49,302	70.0	21,198	-	21,198	30.1
Sub-total : 5300 Water Fund	\$ 5,303,833	\$ 497,666	\$ 2,836,505	53.0%	\$ 2,467,328	\$ -	\$ 2,467,328	46.5%
5320 Sewer Fund								
Intergovernmental	\$ 3,910	\$ -	\$ 962,021	24604.0%	\$ (958,111)	\$ -	\$ (958,111)	-24504.1%
Charges for Services	7,013,094	942,593	4,042,209	58.0	2,970,885	-	2,970,885	42.4
Miscellaneous Revenue	57,000	7,234	59,381	104.0	(2,381)	-	(2,381)	(4.2)
Other Financing Sources	690,557	-	-	0.0	690,557	-	690,557	100.0
Sub-total : 5320 Sewer Fund	\$ 7,764,561	\$ 949,827	\$ 5,063,610	65.0%	\$ 2,700,951	\$ -	\$ 2,700,951	34.8%
6100 Dovernet Fund								
Charges for Services	\$ 1,061,910	\$ 56,934	\$ 796,547	75.0%	\$ 265,363	\$ -	\$ 265,363	25.0%
Miscellaneous Revenue	25,000	-	25,000	1.0	-	-	-	0.0
Operating Transfers In	-	-	-	0.0	0	-	0	0
Other Financing Sources	179,314	-	-	0.0	179,314	-	179,314	100.0
Sub-total : 6100 Dovernet Fund	\$ 1,266,224	\$ 56,934	\$ 821,547	65.0%	\$ 444,677	\$ -	\$ 444,677	35.1%
Total : REVENUES	\$ 129,099,149	\$ 3,341,010	\$ 76,476,708	59.0%	\$ 52,726,964	\$ -	\$ 52,726,964	40.8%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) March 31, 2018

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,265,250	79,679	1,014,662	80.2	250,588	0	250,588	19.8
Expenditures	991,394	104,113	725,384	73.2	266,010	133,167	132,843	13.4
Debt Service								
Principal	241,823	0	0	-	241,823	0	241,823	100.0
Interest	32,033	0	0	-	32,033	0	32,033	100.0
	0	(24,434)	289,278	0.0	(289,278)	(133,167)	(156,111)	269.6

Workforce-Focused Outcomes



"Continue to recruit, retain and support training of employees and volunteers necessary to fulfill service delivery needs of community."

Fire & Rescue shifts completed an update on some of the New Hampshire Bureau of EMS protocol changes for 2018 as well as tips and techniques specific to delivering treatments to injured firefighters who became injured or collapse while were wearing all of their protective gear. Protective gear including a functioning air pack, adds a number of operational challenges which can add significant time delays before treatments can start, if the fastest removal methods of that protective gear is not practiced.

Library staff attended NHLA's Advocacy Bootcamp and did webinars on "Working with Individuals affected by Homelessness" and "Current in Comics: Graphic Novels for your library".

During the month of March, Officer Plummer attended a "train the trainer" class teaching civilian response to active shooters. This is a topic that Officer Plummer will present throughout the community to various businesses and schools. Officer Plummer has already assisted with a safety check of the SOCC on DHA property.

From March 19-23, 2018, Dispatcher Jayne Jacques attended Public Safety Telecommunicator Basic Training. This 40 hour training is to receive Telecommunicator Certification through APCO International.

Stewardship: *We service as trusted stewards of the public's financial, environmental, social and physical resources seeking to responsibly utilize, conserve and sustain for current and future generations.*

During the month of March 2018, Officer Brown and K9 Barco participated in 20 hours of training.

On March 27th, as a member of the Strafford County Regional Tactical Operations Unit (SCRTOU), K9 Barco attended one of the two monthly trainings. The focus of this training was firearm skill builders and downed officer rescues. K9 Barco was integrated into the firearms portion to build confidence around the sound of gunfire and have exposure to multiple officers in tactical gear, using firearms in close proximity to him.

On March 16, 2018, Officers Chris Plummer, Dave Collis, and Nick Glowacki attended Civilian Response to Active Shooter, a Train the Trainer course. Topics included the history and prevalence of active shooter events, the role of professional guardians, civilian response options, medical issues, and drills.

From March 12-23, 2018, Detective Matt Travaglini attended Law Enforcement Supervisor's Training. This training covers subjects such as leadership tools, scene and stress management, crime analysis, media relations, blood draw, ethics for supervisors, juvenile law, legal liability and responsibilities, affidavits/warrants, and discipline/performance reviews. The training is designed for new law enforcement supervisors.

From March 12-16, 2018, Officer Harnish attended Instructor Development. This five day training is designed to develop police officers as instructors. Both lecture and practical exercises deal with developing learning goals and performance objectives, writing lesson plans, developing instructional media, increasing oral communication skills, and becoming familiar with theories of adult learning and testing.

See NEWEA Spotlight: "Ray Vermette, An Operator's Operator" on next page.

On March 14, 2018, Officers Juel Cooper and Brendan Sullivan attended Landlords, Tenants, and Police Response training. This training gives officers a better understanding of the legal rights of the parties involved to help inform the officers handling these situations. Covered topics included the eviction process, the various types of tenancies that require the eviction process versus those that don't, and the process of tenants getting belongings back after a tenant vacates or is evicted.

On March 28, 2018, Detective Oake Carlson attended Forensic Psychology. This training involved understanding fundamental legal principles with regard to expert witness testimony and relevant jurisdictional considerations in order to be able to interact appropriately with judges, attorneys, and other legal professionals.

Spotlight: : Ray Vermette, an Operator's Operator

Ray Vermette is one of the most widely respected wastewater treatment plant operators in New England. In addition to running the Dover, New Hampshire Wastewater Treatment Facility, Mr. Vermette is NEWEA's 2018 president-elect (and 2019 president). He has served as president of New Hampshire Water Pollution Control Association (NHWPCA) and in various leadership roles with NEWEA. And, over the years, Mr. Vermette, along with the Dover facility, has been recognized for many accomplishments (see sidebar). We recently caught up with him to ask about his work.

Journal *Like many operators, is there a story to how you came into this line of work?*

RV In 1986, in the summer of my junior year of high school I signed up for employment with a state of New Hampshire vocational program. I was slated to clean cars at an auto dealership. When school ended I went to visit family in Connecticut for a week before I started work. When I returned, my placement was filled and was told that the only slot left was at the Somersworth Wastewater Facility. As they say, the rest is history.

■ *How long have you been doing this work, and what are the significant changes you have seen over the course of your career?*

□ I have been at the Dover Wastewater Treatment Facility for 27 years. The biggest change that I have seen is technology. Here in Dover we have always

used the progression of technology to streamline and optimize our facility operation. One major example was the upgrade of our dewatering process. When the facility went online in 1991 we dewatered with gravity belt thickeners and belt filter presses. For over 20 years we had an operator designated to dewatering and one designated to our in-house composting operation. After a comprehensive evaluation, we installed two inclined screw presses. This equipment allowed us to go from four pieces of dewatering equipment down to two. As a result of increasing our solids cake from around 15 percent dry solids to around 30 percent dry solids, we found that it is more cost-effective for us to recycle our biosolids with RMI (2017 NEWEA Biosolids Management Award winner) than to continue with our composting operation. As a result, we were able to delete the compost operator position and

reallocate 80 percent of the time previously spent by an operator on just dewatering. The ability to operate the new equipment virtually unattended allowed us to do more things and be more efficient with our personnel resources as well as produce better solids for ultimate reuse.

■ *What makes you get up each morning and gets you excited about the work you do?*

□ I love what I do! I have been allowed to think and act like an owner. I try to operate the facility as if it were my own. I have had a tremendous amount of support from the city manager, director, and city council to make our facility what it is today.

■ *What do you see as the challenges facing your facility and the clean water profession as a whole over the next few years?*

□ Funding is one of the biggest challenges. For Dover it is not so much operating and maintaining the facility, but the permit limits we need to meet keep getting lower and tighter. This is a huge challenge for us and many other facilities.

The Ray Vermette Stat Sheet

QUALIFICATIONS

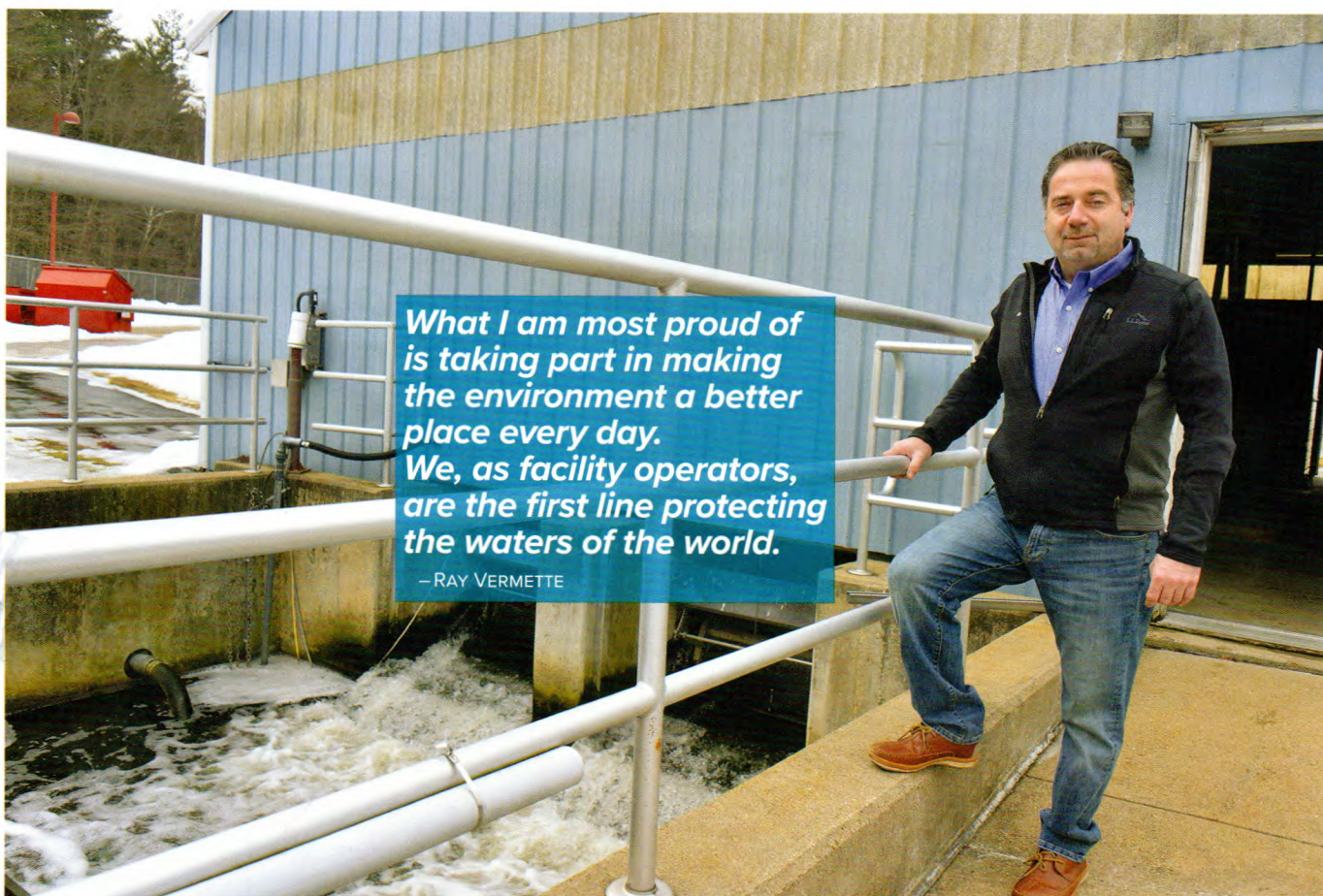
- Associate Degree from New Hampshire Technical College
- Certificate from University of New Hampshire in Supervisory Skills
- Grade IV New Hampshire Wastewater License
- Grade I New Hampshire Water Treatment License
- Grade IV NEWEA Collections Systems Certification
- Grade I NEWEA Laboratory Analysis Certification

POSITIONS

- NHWPA, 2007
- NEWEA State Director
- NEWEA Plant Operations Chair

RECOGNITION

- 2017 WEF Hatfield Award
- 2015 EPA Operations and Maintenance Excellence Award
- 2015 NEWEA Utility Management Achievement Award
- 2013 WEF Operator Ingenuity Awards
- Featured in TPO Magazine September 2012
- 2011 New Hampshire Operator of the Year
- Featured on New Hampshire Chronicle for NHWPCA 2007
- 2003 NHWPCA Plant of the Year Award
- 2003 Alfred E. Peloquin Award



What I am most proud of is taking part in making the environment a better place every day. We, as facility operators, are the first line protecting the waters of the world.

— RAY VERMETTE

■ *What advice would you give to someone wanting to explore plant operations as a career?*

□ Start by taking a tour of a facility. I think a majority of people have no idea how involved and broad a plant operator's duties are. Next, order the Sacramento Wastewater Volume I manual. This is a very inexpensive way to not only get a view of what an operator's position entails but also provides a sense of how interesting and rewarding this work really is.

■ *What are you most proud of in your professional operations career?*

□ What I am most proud of is taking part in making the environment a better place every day. We, as facility operators, are the first line protecting the waters of the world. Also, the opportunities that I have had to be involved and serve our professional associations like NEWEA and NHWPCA have allowed me to help other operators and facilities to do the best job possible. It is amazing how hard working and dedicated the people who do this work, largely out of sight of the public, really are.

■ *Why does it make sense to be involved in the NHWPCA and NEWEA?*

□ In my opinion, networking is one of the biggest benefits in becoming a member of one of our professional organizations. This gives individuals a valuable opportunity to talk to other professionals about the day-to-day issues that we all face. The sense of

shared purpose among all the professionals that make up our professional organizations is inspiring, not to mention the training and trade shows that keep us up to date on the latest technology.

■ *What advice would you give to a student about ready to graduate from high school today? Would you recommend a career in the environmental field? Plant operations in particular?*

□ Absolutely! I would highly recommend this field to anyone looking for work that is important, rewarding, and stable. We have a wide range of specialty trades that make up wastewater treatment. From facility maintenance, operations, and laboratory functions to electrical and SCADA positions to name a few, and that doesn't begin to highlight opportunities in consulting, product development and sales, government, construction, and academia.

■ *Congratulations on your selection as NEWEA president-elect. What plans do you have for NEWEA when you are president in 2019?*

□ To carry the NEWEA torch forward and promote the growth and progression of the association. I have some very big shoes to fill! I will be following a long line of past presidents whom I respect and look up to and who have paved the way to where the association is today. We have a great story to tell, the challenges keep coming, and working together we can meet those challenges.

"We are what we repeatedly do. Excellence then, is not an act, but a habit."

-Aristotle

The Assistant City Manager continued the second year of the Certified Public Managers program offered by the State of New Hampshire. This program is designed to educate managers and supervisors on management techniques and policies. Two sessions were held in March: Change Management and leadership development.

On March 16th, Captain William Breault successfully completed the 271st session of the Federal Bureau of Investigation National Academy Program at Quantico, Virginia. The training which takes place at the FBI Academy offers ten weeks of advanced executive leadership, communication and fitness training to selected officers who have proven records of professionalism within their respective law enforcement agencies. Less than 1% of law enforcement officers are selected to attend the highly competitive training. The 271st FBI National Academy Session, which began on January 8th and concluded on March 16th, was comprised of officers from 48 States and 18 countries.

Captain Breault has been with the Dover Police Department for 19 years and is currently the Field Operations Division Commander.



Above, Captain Breault receiving certificate from FBI Director Christopher Wray

Also in the area of employee training and recruitment of future employees, this year's crop of high school firefighter academy students have progressed to where they are spending more and more time practicing the practical skills required for their firefighter certification test at the New Hampshire Fire Academy in May. The photo below shows Firefighter/Paramedic Matt Adams instructing several of the students on how to do a single firefighter doughnut roll. This partnership with the Career Technical Center of the High School, is a win-win as Matt Adams in this photo, is being observed like the students are, as part of his own educational requirements required by his pursuit through the New Hampshire Fire Academy of the New Hampshire Fire Instructor 2/3 certification. Having this partnership with the Career Technical Center builds up high school students for a career in firefighting and provides development opportunities for the Fire and Rescue workforce.



Fire and Rescue and Inspections in March, saw many and varied training sessions delivered at Fire & Rescue. Fire & Rescue continued reviewing their ice rescue techniques that started in February. Here at Willand Pond, crews are practicing after attaching float attachments to a rescue stretcher, how to rescue an injured person who has fallen off of the ice into open water. During this particular training day, it was a true winter day with snow falling. The cold water immersion suits that the firefighters are wearing are designed to keep them warm when in the winter water, or at least warm enough to do the job tasks!



During the month of March, Officers Dunne and Plummer attended DARE refresher training.

All sworn officers attended the annual defensive tactics training during the month of March. Additionally, the sworn officers were trained on the less lethal weapons system that was recently deployed.

Employment:

March, 2018

Separations – 2

1	Recreation
1	Police

New Hires – 3

1	Recreation
1	Community Services

April Employment Anniversaries

Employee Name	Employee Division	Employee Years
Demeritt, James R	Fleet Services	35
Sirois, Sharon	Facilities & Grounds	33
Tweedy, Samuel M	Police	23
Terlemezan, David A	Police	22
LaFrance, Denise A	Library	19
Chabot, Craig S	Fire	18
Kilbreth, Patrick D	Police	18
Young, Edward W Jr	Water	17
Miles, Dean H	Inspection Services	14
Mountain, Fulton T	Sewer	13
Dwyer, Cheryl L	Community Services	11
Bretz, Jennifer	Community Services	10
Trudell, David	Facilities & Grounds	9
Holton, Brian P	Streets	3
Sullivan, Brendan J	Police	3
Flanagan, Dennis M	Indoor Pool	2
Gray, Janet E	City Clerk/Tax Collection	2
Lynch, Bryon E	Police	2

Sustainability-Focused Outcomes



"Develop strategies and implement programs that encourage the efficient use and preservation of natural resources by municipal services and throughout the community."

The library led classes on the use of our Memory Lab equipment in March. Patrons may now set up appointments (up to 3 hours) to use a VHS tape converter, a cassette tape converter, or a digital scanner for photographs, negatives, and slides. Each piece of equipment will transform old forms of physical media into digital files that can be saved on a flash drive, a patron's own laptop, or in the cloud.

The Planning and Community Development Department was interviewed and selected a fellow to complete a project for a summer 2018 UNH Sustainability Fellowship. The fellow will spend ten full weeks working out of the Planning Department under the guidance of Assistant City Planner Piekut. The fellow will use the Sustainability Indicator Management & Analysis Platform (SIMAP) to measure the carbon and nitrogen footprints of municipal operations. This is a pilot project to adapt the SIMAP tool from campus to municipal applications. Staff reviewed applications submitted by potential fellows and identified applicants to interview. Additionally, Planning Staff met with Community Services staff to refine the project, and expectations.

Planning and Community Development staff are working with Competitive Energy Services to release and review a Request for Proposals for the development of a solar photovoltaic array on the roof of the Dover High School. In March, staff released the RFP, which is due back in early May. (Goal 5)

2018-2019 City Council Goals:

7

Throughout this report, city departments have provided updates as to what their department has contributed toward the City Council Goals listed to the right.

These updates have been notated throughout this report by adding the number/letter reflecting the corresponding goal.

Goal 1: Sustain Long-Term Economic Development

- Support Cochecho Waterfront Development Advisory Committee (CWDAC) for needed permitting, municipal infrastructure work and creation of development agreements.
- Establish by June 30, 2018 a Rezoning Committee to research, review and recommend areas to be rezoned – CWDAC & Planning Board.
- Continue to develop relationships with school district, higher education and local businesses for workforce development.
- Continue to support and maintain initiatives to sustain affordable housing.

Goal 2: Communication & Engagement

- Should the City have a Chief Informational Officer? Responsible for crafting City messages, summarizing complex information into simple bites across multi-media. Tracking what is being said by public – newspaper, social media, website and crafting messages to respond/counteract. Get ahead of issues – budget. Getting people signed up for message platforms.
- Gain better understanding and utilize various media platforms to disseminate City information and messages. Facebook, Twitter, Instagram, newspapers, YouTube, live streaming, email. Are there existing pathways to communicate information? W/S bills, Dover Dowlonad, Channel 22. Use of interns (UNH)

Goal 3: Execute Strategic Plans and Infrastructure Priorities

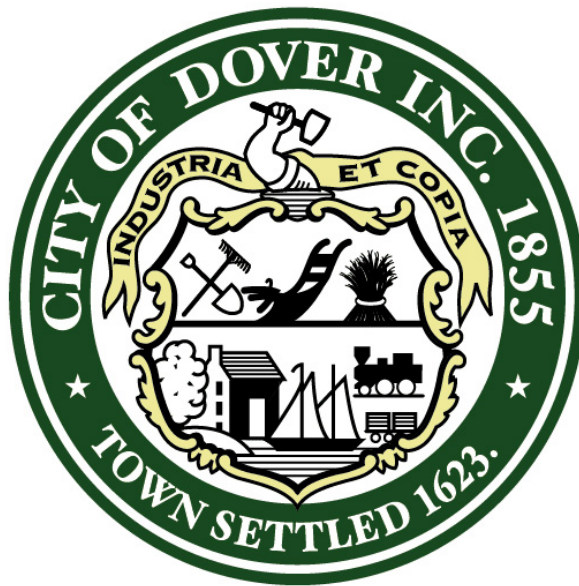
- By October, 2018, and then annually, review and update existing Strategic Plan and CIP.
- By December 2018, City Council prioritizes infrastructure needs: Environmental, Historic/Cultural resources, Technology.
- By May 2019 and then annually, City Council passes individual department appropriations for infrastructure improvements and innovations.

Goal 4: Health & Safety

- City Manager working with department heads to define Dover's role in encouraging quality healthcare for all citizens.
- Council to support continued high-quality public health and safety services through budgeting process, annually.
- Planning to execute on strategies included in the City's Master Plan (Climate Chapter) – annually
- Identify and invest in organizations who are in Dover to help and protect our citizens well-being for FY20, CDBG or other.

Goal 5: Education/Municipal Collaboration: Revisit 2016 strategic objectives – Joint City Council / School Board (2 from each); Joint Strategy/fiscal meetings.

- Investigate opportunities for shared services across City & School.
- Investigate pathways for implementation including barriers and roles for staff/policymakers (acknowledge need for independence). Who: Manager and Superintendent or joint small group. What: Report at Oct 2018 JFC (>6 months)
- Communication: Unified (where appropriate) messages, shared vision, messaging about success together, community benefit overall. Policymaker to policymaker-establish 2x2 City Council / School Board (two way); Staff to staff: Manager & Superintendent (two-way); Policymaker to community (two-way); Primary and secondary schools, City, businesses, non-profits, residents, post-secondary; GBCC and UNH, etc – two way – overarching goal to all engage better.
- Community Event at new high school/Career Technical Center (CTC) to explore opportunities to connect across all parts of the City and identify partnership opportunities.



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, April 4, 2018**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

Mayor Weston called the meeting to order at 7:00 pm.

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Ciotti led the pledge.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Keane.

Also Present: City Manager Joyal, General Legal Counsel 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. BUDGET PRESENTATIONS

1. SCHOOL

School Superintendent Dr. Harbron and Business Administrator Simmons showed a PowerPoint presentation on the School budget.

2. EXECUTIVE

City Manager Joyal showed a PowerPoint presentation on the Executive budget.

Economic Development Director Barufaldi showed a PowerPoint presentation on Economic Development budget.

3. FINANCE

Finance Director Lynch showed a PowerPoint presentation on the Finance Department budget.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 4, 2018**
Meeting Time: **7:00 pm**

4. PLANNING

Assistant City Manager Parker showed a PowerPoint presentation on the Planning Department budget.

5. LIBRARY

Library Director Beaudoin showed a PowerPoint presentation on the Library budget.

6. WELFARE

Human Services Director Nichols showed a PowerPoint presentation on the Welfare Department budget.

7. DOVERNET

Information Technologies (IT) Director Dove showed a PowerPoint presentation on the IT budget.

7. ADJOURNMENT

Councilor Muffett- Lipinski motioned to adjourn; seconded by Councilor Thibodeaux.
Vote 8/0.

Meeting was adjourned at 11:00 pm and all PowerPoint presentations have been archived with the minutes.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 11, 2018**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

Mayor Weston called the meeting to order at 6:05 pm

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Muffett-Lipinski led the pledge

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Ciotti.

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. BUDGET PRESENTATIONS

1. GENERAL BUDGET DISCUSSION

City Manager Joyal handed out a worksheet of proposed adjustments, which has been archived with the minutes. The Council discussed each adjustment and decided that for most of the suggestions final determination would occur at a later date since not all Departments have presented their budget yet. However, there was general consensus to remove the option of eliminating staff in the City Clerk/Tax Office and allowing the Library to have additional maintenance hours.

7. ADJOURNMENT

Councilor Shanahan motioned to adjourn; 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, April 11, 2018**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Ciotti.

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to approve the Agenda as presented, seconded by Councilor Muffett-Lipinski.

Vote: 8/0.

7. PUBLIC HEARINGS

A. FISCAL YEAR 2019 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM - SCHOOL DEPARTMENT PORTION ONLY SPONSORED BY MAYOR WESTON BY REQUEST

Douglas DeDe, 143 Locust Street: He spoke against the proposed School budget. He said the \$1.5 million is forever. He said the School Board should get that down.

Gerard Nielsen, 26 Hillcrest Drive: He spoke against the proposed School budget. He said it was too much.

Frances Meffen, Dover Middle School Counselor, 16 Benjamin Way: She spoke in favor of the School budget as presented. She said 4,500 students are as important as the new building.

Katherine Spencer, Dover High School, 33 Maple Street: She spoke in favor of the School budget as presented.

Louise Nielsen, 26 Hillcrest Drive: She said while she agreed the students and teachers are important, she was against the proposed budget because of the tax impact.

William DeGrandpre, 21 Danielle Lane: He spoke against going over the tax cap. He said Dover needs to be affordable for everybody.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 11, 2018**
Meeting Time: **7:00 pm**

Carolyn Mebert, School Board Member, 254 Dover Point Road: She spoke in favor of the proposed School budget. She spoke about the tax cap being for the whole City, and not just the School.

Amanda Russell, School Board Member, 20 Cranbrook Lane: She spoke in favor of the proposed School budget.

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.

Arthur Burke, 2 Union Street: He spoke about the importance of teachers, but added that the School Board spoke about how the new school would be a sacrifice. He said the School Board went for the Taj Mahal School.

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

9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing, which included Legal and Economic Development reports.

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

Vote: 8/0.

10. APPROVAL OF MINUTES

A. March 21, 2018 – Workshop Session

B. March 28, 2018 – Regular Meeting

Deputy Mayor Carrier moved to approve the Minutes as presented; seconded by Councilor Thibodeaux.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 11, 2018**
Meeting Time: **7:00 pm**

11. MAYOR'S REPORT

Mayor Weston clarified that the City's portion of the budget is 35%, School's portion is 52%, and the County's budget makes up the balance.

Mayor Weston listed the events she has attended the past few weeks.

She also spoke about the new developments in the City, and that most of the new apartments are one-bedrooms.

She said the request was for a tax cap budget with the additional \$1.2 million for the High School.

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

Vote: 8/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. 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 | |

Deputy Mayor Carrier moved to adopt the Consent Calendar; seconded by Councilor Muffett-Lipinski.

Vote: 8/0.



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**

B. RESOLUTIONS

1. RETENTION OF OUTSIDE LEGAL COUNSEL REGARDING POTENTIAL OPIOID LITIGATION

SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Keane.
Mayor Weston gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0.

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

Deputy Mayor Carrier moved to refer to a public hearing on April 25, 2018; seconded by Councilor Keane.
City Manager Joyal gave an overview of the Resolution to the Council.
Vote: 8/0.

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

Deputy Mayor Carrier moved to refer to a public hearing on April 25, 2018; seconded by Councilor Gasses.
Councilor Gasses asked if the Ordinance Committee has looked at this Ordinance.
City Manager Joyal said a Ordinance is brought before the Council, and then it's up the Council to decide if they would like to have the Ordinance Committee look at it.
Vote: 8/0.

14. COUNCIL CORRESPONDENCE

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

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



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**

15. COUNCIL MATTERS OF INTEREST

Councilor Gasses spoke about the Rezoning Committee meetings.

Deputy Mayor Carrier spoke about upcoming events: DARE graduation and the State of the City address. He spoke about the need for the new High School, and how they are on budget and on time.

16. ADJOURNMENT

Councilor Muffett-Lipinski moved to adjourn; seconded by Councilor Gasses.
Vote: 8/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.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#: 12.A.1.

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- (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>City</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#: 12.A.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#: 12.A.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#: 12.A.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: 04/11/2018	Public Hearing Date: 04/25/2018
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#: 12.A.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
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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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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#: 12.C.1.

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: 04/11/2018	Public Hearing Date: 04/25/2018
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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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	



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: _____

Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____
(Describe) _____

Contact Person: CASEY EYRING

Day Time Telephone: 603-491-5397

Address: 49 PARK STREET

Email CEYRING12@GMAIL.COM

Purpose of Permit: BLOCK PARTY

Date of Event: 6/9/2018

Specific Time: 11AM - 9PM

Location of Event: PARK STREET BETWEEN HILL ST AND HAM ST

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____

Date of Drawing: _____

Place of Drawing: _____

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

<http://www.doj.nh.gov/charitable-trusts/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): PARK ST BETWEEN HILL ST & HAM ST

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

SIGNATURE OF APPLICANT: _____

DATE: 3/23/2018

PRINTED NAME: CASEY EYRING

Licensing Board Approval _____

Date: 4/11/18

Casey Eyring
49 Park St
Dover, NH 03820

March 23, 2018

Mr. Joyal
City Manager
City of Dover
288 Central Ave
Dover, NH 03820

- Letter submitted separately to City Manager for alcohol permission letter per Chapter 131.

MES

Dear Mr. Joyal:

I would like to host a block party on Park Street between Ham Street and Hill Street on Saturday, June 9, 2018. Last year, Sergeant Speidel from the Dover Police Department Traffic Bureau suggested that I contact you to request permission to allow consumption of alcohol on Park Street between Ham Street and Hill Street during the event. Would you please permit this?

If you have any questions, you may reach me at 603-491-5397 or ceyring12@gmail.com.

Thank you for your consideration,



Casey Eyring



**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: Woodman Institute Museum

Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

Religious _____, Educational ☒, Charitable _____, Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) MUSEUM

Contact Person: Paul Timmerman Day Time Telephone: (425) 894-5010

Address: 182 Central Ave Dover, NH Email: pault0721@gmail.com

Purpose of Permit: Honor Civil War Soldiers - CW Cannon Salute @ GAR Cemetery

Date of Event: 5/28/18 Specific Time: 10:00 City Hall Statue 11:00 GAR

Location of Event: City Hall C.W. War statue 11:00 GAR Cemetery - Pine Hill

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

Prize (s) To Be Awarded: N/A

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

Block Party Location (attach map if more than one street is affected): Library entrance driveway

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

SIGNATURE OF APPLICANT: [Signature] DATE: 3/30/2018

PRINTED NAME: David P. Dupont (duly authorized) (Board Member)

Licensing Board Approval [Signature] Date: 4/13/18

Speidel, Marn

From: Speidel, Marn
Sent: Tuesday, April 10, 2018 3:50 PM
To: 'pault0721@gmail.com'
Subject: Woodman Museum ceremonies May 28
Attachments: scan0035.pdf

Greetings Mr. Timmerman,

Dave Dupont informs me that you are helping to coordinate the Woodman Museum's commemoration at the City Hall statue and at the GAR memorial at Pine Hill Cemetery on May 28.

I believe there was some earlier discussion between city officials about what the city hall wreath laying ceremony would entail, but I was not privy to those discussions. First and foremost, I'm hoping to clarify which statue is involved. Is it on the City Hall front lawn? Or is this the statue in the Library entrance circle? The reason is because presumably, it is expected that folks will congregate in the area...and if the monument in the Library circle is involved, it will probably be wise for us to briefly close the driveway to all cars entering or exiting. Therefore, a "block party" permit would be appropriate. This permit (issued by the City Council) gives us the full authority to close a public space for such an event and to block traffic for "nonemergency" circumstances.

Could you please contact me to clarify these particulars? Additionally, Mr. Dupont has already submitted a block party permit application (see attached) for this event. I intend to process the application onward (Police, then Licensing Board, then ultimately City Council signs off). However, Mr. Dupont left the contact information blank on the form and he suggested that you would be a better point of contact. So I'd like to confirm that you are okay to have your name listed on the form, and if so, could you please provide me a phone number.

Thank you and I look forward to hearing from you,
Marn Speidel

Sgt. Marn E. Speidel
Traffic Bureau
Dover Police Department
46 Chestnut Street
Dover, NH 03820
(603) 742-4646
E-mail: m.speidel@dover.nh.gov

OK
MRS

Speidel, Marn

From: Colarusso, Chief Anthony
Sent: Tuesday, April 10, 2018 4:11 PM
To: Speidel, Marn
Subject: Re: Woodman Museum cannon salute

Good to go, thanks

Sent from my Verizon Samsung Galaxy smartphone

----- Original message -----

From: "Speidel, Marn" <M.Speidel@dover.nh.gov>
Date: 4/10/18 4:05 PM (GMT-05:00)
To: "Colarusso, Chief Anthony" <A.Colarusso@dover.nh.gov>, "Hagman, Eric" <E.Hagman@dover.nh.gov>
Cc: "Breault, William" <W.Breault@dover.nh.gov>
Subject: Woodman Museum cannon salute

The Woodman Museum is applying for a block party permit in connection with a wreath laying ceremony on Memorial Day (Monday May 28) near the city hall civil war statue. This will allow for brief closure of the monument circle driveway if necessary. Another ceremony will follow at Pine Hill Cemetery.

These ceremonies will involve a civil war cannon and/or firearms salutes. The law allows for this as long as the police and fire departments are notified:

644:13 Unauthorized Use of Firearms. –

- I. A person is guilty of a violation if, within the compact part of a town or city, such person fires or discharges any cannon, gun, pistol, or other firearm, except by written permission of the chief of police or governing body.
- III. Paragraph I shall not apply to the firing or discharge of a cannon, gun, pistol, or other firearm within the compact part of a town or city for the following events, provided that the person responsible for organizing the event notifies the police department and the fire department prior to the following events using blank ammunition:
- (a) The celebration of, or practice for the celebration of, military events, military funerals, national holidays, or other military or veterans commemorations, conducted by United States armed forces personnel; or
 - (b) Military re-enactors registered with the secretary of state's office and who meet the requirements of the state fire code pursuant to RSA 153:5; or
 - (c) Funerals or commemorative events conducted by law enforcement agencies, fire departments, emergency medical services, or other public safety agencies, or official veterans organizations including but not limited to the American Legion or Veterans of Foreign Wars.

Sgt. Marn E. Speidel
Traffic Bureau
Dover Police Department
46 Chestnut Street
Dover, NH 03820
(603) 742-4646
E-mail: m.speidel@dover.nh.gov



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.04.25 – 036**

Resolution Re: B17037 Birchwood and Keating Reconstruction Project
Change Order #2

WHEREAS: A Sealed Request for Bid B17037 was issued and received for the Birchwood and Keating Reconstruction Project on March 14, 2017 at 10:00am; and

WHEREAS: Four replies were received and evaluated by city personnel and city hired Engineering Consultant. The low bid and awarded contract via resolution [R-2017.04.12-042](#) was submitted by Sargent Corporation of Stillwater ME for a bid amount of \$2,937,013.00. Sargent Corporation subsequently submitted Change Order #1 for additional ledge removal in the amount of \$120,000.00 which was approved by council via resolution [R-2017.11.08-159](#); and

WHEREAS: Sargent has submitted Change Order #2 in the amount of \$68,901.98 for additional work associated with road work at Stark Avenue where new sewer line was installed.

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

The Purchasing Agent is hereby authorized to issue a Change Order to Sargent Corporations of Stillwater ME for additional road work to the reconstruction of Birchwood and Keating project in the amount not to exceed \$68,901.98. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement 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	Inflow and Infiltration Mitigation	300,000.00	147,414.00

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.3.

Resolution Number: **R – 2018.04.25 – 036**
Resolution Re: B17037 Birchwood and Keating Reconstruction Project
Change Order #2

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.3.

Resolution Number: **R – 2018.04.25 – 036**
Resolution Re: B17037 Birchwood and Keating Reconstruction Project
Change Order #2

RESOLUTION BACKGROUND MATERIAL:

This Keating & Birchwood project includes roadway and utility reconstruction for approximately 3,700 linear feet of urban residential roadway on Birchwood Place, Shamrock Lane, Keating Avenue, Emmet Road, Renaud Avenue and Hayes Lane in the City of Dover, New Hampshire. Work includes demolition, removal and proper disposal of all existing roadway courses and existing buried utilities, and construction of new full depth road reconstruction and new buried utilities. Sanitary sewer system improvements include new manholes, sewer main and service connections to each residence. Water system improvements include new water main, associated gate valves, hydrants, and service connections to each residence. Stormwater system improvements include a closed collection and conveyance system consisting of precast concrete catch basins and manholes, drainage pipe and associated BMP's. Work also includes maintaining utility service throughout construction, appurtenances, traffic control, erosion control and surface restoration. Existing underground gas service and existing overhead utilities (electric, telephone, cable) are to remain.

c/o 1 \$120,000.00 was approved for additional rock excavation and disposal.

c/o 2 \$68,109.98 is for additional road work at Stark Ave.

Bid Information:

A Sealed Request for Bid B17037 was issued and received for the Birchwood and Keating Reconstruction Project on March 14, 2017 at 10:00am

Award Information:

A purchase order revision will be issued to the vendor to authorize future expenditure as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	441	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until Completion	Estimated Delivery:	As needed
Award to:	Sargent Corp	Fund:	CIP/NH Loan Fund
Other Approvals Required:	State of NH DES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 requiring Council approval

[B17037 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2018.04.25 – 037**

Resolution Re: B18055 Dover Draw String Trash Bags

WHEREAS: A Sealed Request for Bid B18055 was issued and received for Draw String Trash Bags on April 3, 2018 at 3:00 pm for a one year with option to renew for two additional one year terms; and,

WHEREAS: Four vendors replied with varying products and costs. Proposals were evaluated for conformity to the bag specified and for total cost over the two year period. The low bid pricing from Interboro Packaging was for an alternate bag. The next bid for the bag specified, was received from Waste Zero which is the current vendor with the City with a difference of \$1,116 annually. It is the recommendation to award to Waste Zero at rates provided in the amount of \$37.90 per case of 250 fifteen gallon draw string bags and \$53.00 per case of 250 thirty gallon draw string bags for year one with maximum increase not to exceed 5% for additional years.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a Purchase Order to Waste Zero of Raleigh, NC for draw string trash bags at rates provided in conjunction with Bid B18055. 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	Budget	Balance
3320.1.300.43230.4612.00000.00	Waste Mtg Operating Supplies	\$100,000.00	\$100,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2018.04.25 – 037**

Resolution Re: B18055 Dover Draw String Trash Bags

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 - 2018.04.25 – 037**

Resolution Re: B18055 Dover Draw String Trash Bags

RESOLUTION BACKGROUND MATERIAL:

Sealed bid B18055 was requested and received for draw string trash bags on April 3, 2018 at 3:00 pm. Since approximately 1995, the City of Dover, NH has been operating a “bag and tag” trash collection program in which Dover residents using two (2) different size bags: 15 gallon and 30 gallon. The estimated annual usage for a one (1) year period is 600,000 bags, of which approximately 150,000 are 15-gallon bags and approximately 450,000 are 30-gallon bags. This estimate is based upon current usage. Actual quantities ordered may fluctuate and/or vary at the City’s discretion based upon actual demand.

It is the recommendation to remain with current vendor Waste Zero at rates provided.

Award Information:

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

Purchasing Information:

Type:	Purchase order	Advertised:	Yes
Invitations Mailed:	112	Number of Responses:	4
Warranty:	Meets Specifications	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Two years	Estimated Delivery:	As needed
Recommended Award to:	Waste Zero	Fund:	Waste Mtg 3320-
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Cost estimated at \$25,000 or greater

[B18055 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2018.04.25 – 038**

Resolution Re: **B18060 Award of Bid Sewer Drain Supplies**

WHEREAS: Sealed request for bid # B18060 was requested and received for Sewer Drain Supplies on March 29, 2018 at 2:00 PM EST.; and

WHEREAS: Rates will hold for one year unless noted by responding vendor and vendors providing low bid on the supply will be utilized, as needed, depending upon their different types of products. There are some items that must stay together such as Frames and Covers and these will both be awarded to one vendor; and

WHEREAS: The bids meeting specifications were submitted for 196 different types of products with varying rates from five vendors.

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

The purchasing agent is hereby authorized to issue purchase orders to various vendors identified in the back ground section, as needed, for various sewer drain supplies given the rates provided in conjunction with B18060. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	balance
xxxx.1.300.xxxxx.4652.xxxxx	CS Maintenance Supplies Imp. o/t Bldg FY18	357,000.00	90,543.00
xxxx.1.300.xxxxx.4652.xxxxx	CS Maintenance Supplies Imp. o/t Bldg FY19	349,300.00	anticipated

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2018.04.25 – 038**
Resolution Re: **B18060 Award of Bid Sewer Drain Supplies**

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.5.

Resolution Number: **R - 2018.04.25 – 038**

Resolution Re: **B18060 Award of Bid Sewer Drain Supplies**

RESOLUTION BACKGROUND MATERIAL:

The sealed bid B18060 bids were requested and received for Sewer Drain Supplies on March 29, 2018 at 2:00 PM EST. The following vendors submitted pricing in varying amounts for 196 different products:

John H Hoadley, Rockland Ma
Core and Main LP, Manchester NH
FW Webb Company-Waterworks, Londonderry NH

EJ Prescott, Concord NH
Ti-Sales Sudbury MA

Award Information:

Purchase Orders will be issued to various vendors at lowest rates submitted on Bid #B18060 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	201	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	April 30, 2019	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B18060 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2018.04.25 – 039**

Resolution Re: **B18061 Award of Bid Water Drain Supplies**

WHEREAS: The sealed request for bid # B18061 was requested and received for Water Drain Supplies on March 29, 2018 at 2:30 PM EST.; and

WHEREAS: Rates will hold for one year unless noted by the vendor and vendors providing low bid on the item will be utilized, as needed, depending upon their different types of product; and

WHEREAS: The bids meeting specifications were submitted for 680 different types of products with varying rates from seven vendors.

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

The purchasing agent is hereby authorized to issue Purchase Orders to various vendors identified in back ground section, as needed, for water drain supplies given the rates provided in conjunction with B18061. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY18	357,000.00	90,543.00
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY19	349,300.00	anticipated

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R - 2018.04.25 – 039**

Resolution Re: **B18061 Award of Bid Water Drain Supplies**

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.6.

Resolution Number: **R - 2018.04.25 – 039**

Resolution Re: **B18061 Award of Bid Water Drain Supplies**

RESOLUTION BACKGROUND MATERIAL:

Sealed bids # B18061 were requested and received for Water Drain Supplies on March 29, 2018 at 2:30 PM EST. Bids were submitted in varying amounts for 678 different products by the following vendors:

EJ Prescott, Concord NH

Stiles Company Inc Norwood Ma

FW Webb Co-Waterworks, Londonderry NH

Ti-Sales, Sudbury MA

John Hoadley & Sons, Rockland MA

Ferguson WaterWorks, Raymond NH

Core and Main LP, Manchester NH

Award Information:

Purchase Orders will be issued as needed to various vendors' at lowest rates submitted on Bid #B18061 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	201	Number of Responses:	7
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	April 30, 2019	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B18061 Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2018.04.25 – 040**

Resolution Re: **B18066 Award of Bid Precast Concrete Structures**

WHEREAS: Sealed bids # B18066 were requested and received for various precast concrete structures on April 3, 2018 at 2:30 PM EST.; and

WHEREAS: Rates will hold for one year and vendors providing low bid on the individual items will be utilized, as needed, depending upon their different types of product. The City has existing inventory of 4' ID manhole and catch basins that not all vendors can align the shiplap with. In situations such as these, the department will utilize the vendor that offers the matching product; and

WHEREAS: The bids meeting specifications were submitted for several different types of products with varying rates from three vendors outlined in the background section of this resolution.

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

The purchasing agent is hereby authorized to issue Purchase Orders to various vendors identified in back ground section, for various precast concrete structures, as needed, given the rates provided in conjunction with B18066. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY18	357,000.00	90,543.00
xxxx.1.300.xxxxx.4652.xxxxx	CS Maint Supplies Improv o/t bldg FY19	349,300.00	anticipated

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R - 2018.04.25 – 040**
Resolution Re: **B18066 Award of Bid Precast Concrete Structures**

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.7.

Resolution Number: **R - 2018.04.25 – 040**
Resolution Re: **B18066 Award of Bid Precast Concrete Structures**

RESOLUTION BACKGROUND MATERIAL:

Sealed bids # B18066 were requested and received for Precast Concrete Structures on April 3, 2018 at 2:30 PM EST. Bids were submitted in varying amounts for several different products from the following vendors:

George R Roberts, Alfred, ME
Genest Precast, Sanford ME
Shea Concrete Precast, Nottingham NH

Award Information:

Purchase Orders will be issued as needed to various vendors' at lowest rates submitted on Bid #B18066 to authorize expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	145	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	no
Prices will hold for:	1 yr	Estimated Delivery:	As needed
Recommended Award to:	Various	Fund:	Maint Supplies
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B18066 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2018.04.25 – 041**

Resolution Re: B18068 Hot Bituminous Paving –Asphalt Laid in Place

WHEREAS: The Sealed Request for Bid #B18068 was requested and received for Hot Bituminous paving (asphalt) laid in place on March 28, 2018 at 2:00 PM. The bid requested unit pricing on various scopes of services and products for paving various streets; and

WHEREAS: Two bids were received with the low bid being submitted by Brox Industries, Inc in the total amount of \$1,765,468.00. The City is removing work on Oak St in the amount of \$104,900. It is the recommendation to award to Brox Industries Inc at the per item rates as outlined in the results page in the amount not to exceed \$1,660,568.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Brox Industries Inc for laid in place asphalt paving services given the per unit rates provided in conjunction with B18068. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715.00000.00	CS Street Improvements	1,569,933.00	1,265,170.58
1009.1.300.43121.4715.00000.00	CS Land Improvments	962,019.00	203,666.18
1009.1.300.43121.4715.00000.96	CS Land Improvments	909.64	909.64
1009.1.300.43121.4715.00000.97	CS Land Improvments	520.68	520.67
4014.1.300.43121.4751.03121.14	CS Street Improvements	600,078.71	379,027.77

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R - 2018.04.25 – 041**

Resolution Re: B18068 Hot Bituminous Paving –Asphalt Laid in Place

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.8.

Resolution Number: **R - 2018.04.25 – 041**

Resolution Re: B18068 Hot Bituminous Paving –Asphalt Laid in Place

RESOLUTION BACKGROUND MATERIAL:

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

Bid Information:

Sealed Request for Bid #B18068 was requested and received for Hot Bituminous Paving (asphalt) laid in place on March 28, 2018 at 1:00 PM.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	108	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	2018
Recommended Award to:	Brox Industries, Inc	Fund:	Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B18068 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2018.04.25 – 042**

Resolution Re: B18074 Design Consultant for the Whittier Street Sidewalks

WHEREAS: The Sealed Request for Bid #B18074 was requested and received for a design consultant for the Whittier Street Sidewalk project on April 9, 2018 at 2:00 PM. A non-mandatory prebid meeting was conducted on March 29, 2018 with four firms attending; and

WHEREAS: Four proposals were received and evaluated by city staff. Cost proposals for the top two ranked firms were opened and low bid was received from (TEC) The Engineering Corporation in the total amount of \$49,260.00. It is the recommendation to award to TEC in the amount not to exceed \$49,260.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to TEC for design services given the rates provided in conjunction with B18074. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
4018.1.300.43124.4715.03124.18	CS Streets Whittier St	275,000.00	275,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2018.04.25 – 042**

Resolution Re: B18074 Design Consultant for the Whittier Street Sidewalks

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.9.

Resolution Number: **R - 2018.04.25 – 042**

Resolution Re: B18074 Design Consultant for the Whittier Street Sidewalks

RESOLUTION BACKGROUND MATERIAL:

The City of Dover is requested proposals for consulting services for the design of a sidewalk with curbing on Whittier Street from Sixth Street to Glenwood Avenue. This will consist of approximately 1,900 LF of sidewalk with associated drainage. It is the intent to install sidewalk on only one side of the street. There currently is no sidewalk or curbing on this section of Whittier Street. The Consultant will provide engineering services for the survey, design, specifications, and bid documents and clarifications for this project.

The City is committed to a multi-modal approach to roadway design, particularly in urban residential areas. The wish is for streets to be designed and operated to be safe and accessible for all users regardless of age, physical ability or mode of transport. The selected Consultant must be able to demonstrate familiarity with the Complete Streets and Traffic Calming principles in the rehabilitation and replacement of existing streets.

Bid Information:

Sealed Request for Bid #B18074 was requested and received for Design services on April 9, 2018 @ 2:00 PM

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	330	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	no	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	2018
Recommended Award to:	The Engineering Corp	Fund:	CIP
Other Approvals Required:	No	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

[B18074 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2018.04.25 – 043**

Resolution Re: Award of Chestnut and Washington Street Realignment

WHEREAS: City staff seeks approval to award construction services to Fulcrum Associates Inc for the realignment of Chestnut and Washington Street, associated with the redevelopment of 104 -124 Washington Street. The Development Agreement the Council approved acknowledged that for coordination and cost effectiveness that we might piggy back on the site contractor used by the developer; and

WHEREAS: Fulcrum Associates Inc created the construction drawings with City input and approval and used these documents to go out to competitive bid. Three bids were received. SUR was the preferred vendor and will be the sub-contractor for this city work. Subsequent to the initial response, staff met and further reduced the scope. Fulcrum Associates Inc, has agreed to waive their management costs and fees for the oversight, as they are contained within the general scope of the work they are doing for 104 Wash Street LLC. This is a savings of \$60,000.00 plus; and

WHEREAS: Per Dover Purchasing Code 3-36 B: Competitive Bidding may be waived by a majority vote of the City Council. Bids were solicited by Fulcrum Associates Inc and awarded to SUR construction. It is the recommendation to award to Fulcrum Associates Inc in the amount not to exceed \$778,508.00.

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

As identified in the Development Agreement between the City of Dover and 104 Wash Street, LLC section 4.05: Off Site Improvements for Project Site Redevelopment: Developers Obligations. The city manager, in accordance with the FY18 adopted budget resolution, is authorized to accept and expend the contribution amount of \$306,705.58 for the Chestnut and Washington Street Realignment.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Fulcrum Associates Inc of Amherst NH for construction services for the Chestnut and Washington Street Realignment project in the amount not to exceed \$778,508.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
4019.1.300.43121.4751.03129.19	Street Reconstruction Chestnut & Washington	723,705.00	723,708.00
1009.1.300.43121.4730.00000.96	Street Improvements other than Buildings	75,000.00	70,600.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2018.04.25 – 043**

Resolution Re: Award of Chestnut and Washington Street Realignment

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, 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.10.

Resolution Number: **R – 2018.04.25 – 043**

Resolution Re: Award of Chestnut and Washington Street Realignment

RESOLUTION BACKGROUND MATERIAL:

Section 4:05 Off Site Improvements for the Project Site Redevelopment of the Development Agreement approved by Council acknowledges that for coordination and cost effectiveness that the city may seek to piggy back on the site contractor used by the developer.

Bid Information:

Bid solicitation was conducted by Fulcrum Associates Inc

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	NA
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	As needed
Recommended Award to:	Fulcrum Associates LLC	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Waive seal bid process, project cost over \$25,000

B18078

Development Agreement and Developer Bid Results



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.04.25 – 044**

Resolution Re: **Acceptance of Donation for Dover Indoor Pool Art Sculpture**

WHEREAS: The City of Dover owns and operates the Dover Indoor Pool; and

WHEREAS: The City of Dover has received the offer of a donation of an art sculpture – Whale's Tail – to be installed on the roof of the Dover Indoor Pool; and

WHEREAS: The sculpture, which is 26 feet long and 8 feet wide, will be stored on City property while an engineer completes a design of the mounting framework for the pool roof.

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

The City of Dover accepts the generous donation of the art sculpture – Whale's Tail – for the Dover Indoor Pool.

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 – 2018.04.25 – 044 Resolution Re: Acceptance of Donation for Dover Indoor Pool Art Sculpture		

DOCUMENT HISTORY:

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

A donation in the form of an art sculpture has been made to the City to be placed on the roof of the Dover Indoor Pool. The Whale’s Tail sculpture by artist Dale Rogers of Haverhill, MA, is 26 feet long and about 8 feet wide and is valued at \$20,000.

The piece will be placed in storage on City property while the engineer designs the mounting framework for the pool roof. When the engineer has completed the design of the mounting framework, funds will be raised for the installation.

See photograph attached.

04-13-18

Dear Karen,

You need to lead the charge to curb spending in Dover. Complete one project and pay for it before diving into more.

The school budget ~~it~~ is out of control. At all the hearings for the new school, no one warned us we would face huge increases in our tax assessment which of course increases our taxes. It seems I remember a figure of \$89,000 - Our assessment went up \$30,000 which generated an increase of over \$600 - and another increase coming this year. There is no sense going to a public hearing - Nobody cares -

The senior citizen population
in Dover, the backbone of the
City, are in real trouble -
Sure your taxes went up also
but you are earning money.

Social security, which most of us
try to live on, does not help -

So gather your board members
and fight for the City of Dover
Senior residents.

Jane Ann Sherwood