



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 25, 2018**
Meeting Time: **7:00pm**

- 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. CHAPTER 148, SECTION 13-24 – WATER SYSTEM**
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. July 11, 2018 – Workshop Session**
 - B. July 11, 2018 – Regular Meeting**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - 1. CHAPTER 148, SECTION 13-24 – WATER SYSTEM**
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. ORDINANCES IN THE 3RD READING**
 - C. RESOLUTIONS**



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13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. B18089 HOUSEHOLD HAZARDOUS WASTE CLEAN UP DAY**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. BOOKS & MEDIA PURCHASES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. VARIOUS SENIOR CENTER TRIPS**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

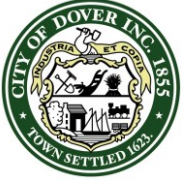
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|-------------------------------------|--|
| 1. School Board | 14. Ordinance Committee |
| 2. Planning Board | 15. Parking Commission |
| 3. 400th Anniversary Committee | 16. Pool Advisory Committee |
| 4. Appointments Committee | 17. Recreation Advisory Board |
| 5. Arena Commission | 18. Solid Waste Advisory Commission |
| 6. Arts Commission | 19. Transportation Advisory Commission |
| 7. Conservation Commission | 20. Waterfront TIF Advisory Board |
| 8. Downtown TIF Advisory Board | 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 Board | |

B. RESOLUTIONS

- 1. REGIONAL HOMELESS MASTER PLAN**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. FISCAL YEAR 2019 CAPITAL IMPROVEMENTS PROJECT (CIP)**
APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE
REVOLVING FUND (CWSRF) STORM WATER ASSET MANAGEMENT LOAN
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 8, 2018, WITH A
VOTE TO OCCUR ON AUGUST 22, 2018).
SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 92 – DRIVEWAYS**
(TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 8, 2018.)
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

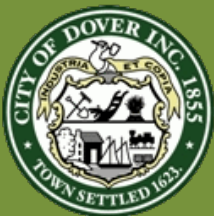
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- 14. COUNCIL CORRESPONDENCE**
- 15. COUNCIL MATTERS OF INTEREST**
- 16. ADJOURN**

City of Dover

City Manager's Report

July 25, 2018



Reporting on May & June 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



William Breault
Police Chief



Susan Daudelin
Human
Resources
Director



Annie Dove
Information
Technology
Director



Eric Hagman
Fire & Rescue Chief



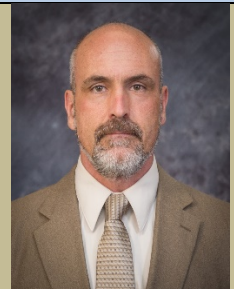
Daniel Lynch
Finance Director



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

Strafford County Regional Tactical Operations Unit (SCRTOU)

DPL = Dover Public Library

F&G = Facilities & Grounds

During the course of May, Middle School Resource Officer (MSRO) Dunne assisted with several criminal investigations within the school. On May 16, 2018, Officer Dunne spoke with a student reporting an assault by his mother's boyfriend. After speaking to all parties and the student's mother, no criminal charges were filed.

Officer Dunne assisted Youth to Youth by appearing in a short film about alcohol abuse during the day of May 6, 2018.

Officer Dunne learned that four students had consumed a small amount of alcohol brought into the school by an 8th grade student. The student who supplied the alcohol was charged with Illegal Possession of Alcohol and booked at DPD headquarters without issue.

At the request of 6th grade Pine team, Officer Dunne spoke with the male students in the team about social media and bullying. This was part of a daylong "Be Kind" initiative by the team.

Officer Dunne assisted with locating a student who left school without permission and initiated an investigation in which that student had reportedly sexually assaulted a female during school hours. The case was transferred to detectives to follow-up.

May library circulation totaled 22,404 items, and 23,721 items in June.

Responsiveness & Measurables

May was one of the busier months recently for Fire & Rescue as Fire & Rescue responded to 516 calls for service. 21 of the calls for service were for fires, 328 were for medical emergencies, 29 were for other hazardous situations requiring emergent intervention (natural gas leak or energized power line down for example), 56 were either false or good intent in nature, with the remaining 82 being for non-emergent requests. Of the emergencies, there were 174 times where simultaneous emergencies were occurring which is an unusually high number for a month, with 24 of those times where 3 or more emergencies were occurring at the same time. The busiest day for Fire & Rescue in May was a two-way tie between Saturday, May 5, 2018 and Monday, May 21, 2018 when there were 23 calls for service on each day while the slowest day of the month was Tuesday, May 15, 2018 with only 8 calls for service.

Each month, Fire & Rescue highlights an incident or two, or a theme that a month may have. May had a theme which was in a few words was: steadily above average busy. There were 8 days with 20 calls for service or more occurring, and only 2 days where the number of calls for service was less than 10. The number of simultaneous emergencies averaged almost 6 times a day in May where crews were split on two or more emergencies. This is an unusual trend that will be watched going forward.

During the month of May, one letter was generated by the Dover Police Department and one in June, which were sent to a certain licensed liquor establishment 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.

MSRO Dunne took a student into custody on May 16, 2018 to be transported to WDH for a mental health evaluation after making suicidal comments. Later in the month an informational report was generated regarding the same student for making vaguely threatening remarks towards DMS.

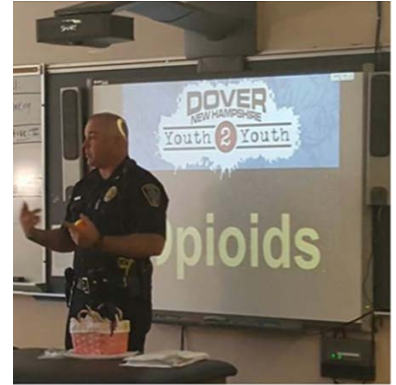
The library's new customer-friendly software for program registrations and museum pass reservations went live on the library website in May!

During the month of May, Whittier Falls Resource Officer (WFRO) Plummer worked with Dover Housing Authority staff to address issues that were occurring on the newly installed playground. Based on complaints from residents, Officer Plummer spoke with some of the people involved and increased patrols of the playground. Officer Plummer then set up a neighborhood meeting for any resident to attend and address their concerns about the playground and summer safety.

During the month of May, Officer Plummer served many DHA ban letters and DHA memos to keep the DHA ban records up to date. The quick process of having people that have caused problems or otherwise broken DHA rules banned is likely a reason that calls for service in the DHA neighborhood are down.

Also in May, detectives assisted the Strafford County Drug Task Force with multiple investigations into illegal narcotics traffic in Dover while also working with the Community Response and Enforcement Unit with multiple operations in Dover.

Pictured right, in May, HSR Officer Pike presented in Amanda Lee's Health Class. The presentation was on opioids and was done in conjunction with SOS Recovery Community Organization. Officer Pike presented in five classes over a three day period.



Officer Pike is continuing a coordinated effort with the Auto Technology & Collision students to have a Dover police cruiser brought to Dover High School each Thursday to be detailed. Several vehicles were brought to the Auto Technology & Collision class in order to be detailed. This program will continue as it is beneficial to both the students and the police department. This was the last month for this program during this school year.

At the Dover Public Library, 118 new library patrons registered in May; total active cardholders 14,628. 8 of these new patrons were non-resident Dover workers or students (now 556 in that category). (Goal 1)

148 new library patrons registered in June; total active cardholders 14,616. 8 of these new patrons were non-resident Dover workers or students (now 564 in that category). (Goal 1)

"Customers may forget what you said but they'll never forget how you made them feel."

Unknown Author

MSRO Dunne assisted school staff with various disturbances during the month. These ranged from school bus issues, upset parents within the school, bicycle violations, a disturbance in the parking lot, and two students needing to be transported to WDH by ambulance after passing out in school.

Officer Dunne met with Principal Lyndes, Dean Patrick, Dover Fire Chief Hagman and a NH Fire Marshall's Office investigator regarding a DMS student who lit a fire in her apartment due to anger problems. Chief Hagman wished for DMS to be aware of this student in the event any suspicious fires are started at the school or within the Dover community.

Special Investigations Unit detectives investigated five unattended deaths in May and one in June.

As part of MSRO Dunne's daily duties, she continues to maintain a presence in the hallways, at lunch and recess, and outside during the morning drop-off. Officer Dunne continues to participate in Advisory with her assigned 7th grade classroom, as well as volunteer as assistant coach with Girls on the Run.

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 addition services. She contacted 3 such individuals in May.

The Special Investigations Unit arrested three Rochester, NH residents after a lengthy investigation of an assault at McDonald's Restaurant on Central Avenue. The charges include Second Degree Assault and Riot which are both felony offenses.

Officer Pike, Dover High School Resource Officer, (HSRO) was a guest speaker in Jessica Bonello's Social Studies class during three different days and multiple blocks of instruction. The topic of discussion was criminal investigations. Officer Pike had previously completed a PowerPoint presentation from an investigation he was involved in during his time with the Special Investigations Unit. The presentation covered crime scene, interview and interrogation, Miranda laws, search and seizure, search warrants, social media content and the juvenile and adult adjudication process.

During the month of May, Officer Plummer spoke with a mother who lives on DHA property and has been having problems with her son. Officer Plummer explained many resources that the mother can use to help her deal with her child. The mother stated that she was not aware of the services that were available to her and she would be looking into them.

In May, Officer Plummer also registered 2 bikes and spoke with multiple children throughout the neighborhood about bike safety. Due to the warmer weather, Officer Plummer has had multiple kids coming by his office to get stickers and other police related items. This allows Officer Plummer to interact with the kids in a positive manner.

Problem Oriented Police (POP) Officer Khalsa continues to note 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.

Officer Khalsa has concentrated a large amount of time dealing with homeless persons committing crimes and migrating to different parts of the City. There have been several instances of homeless encampments on Smith Well Road, The Dover Transportation Center and Guppy Park to name a few. This is an ongoing issue as the population increases.

Officer Khalsa has identified 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. The graffiti tracking is part of a larger prevention program geared towards reducing some of the summertime type quality of life issues in Dover.

Twelve registered sex offenders were processed by the Dover Police Department's Special Investigations Unit in May and nine in June 2018. 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.

During the month of May/June, the Dover Police Department responded to 2,631/2,755 incidents throughout the city. Police officers made a total of 882/1,143 car stops and issued a warning or a summons.

Officers also conducted daily checks of the Community Trail, the transportation center, and the area parks. Officers also conducted daily checks of the parking garage as a result of concerns of criminal mischief and the McConnell Center / Library parking area.

On May 2, Sgt. Speidel attended a pre-construction conference at the New Hampshire Department of Transportation Division 6 office in Durham to review a statewide roadway resurfacing project. Traffic implications for projects within Dover City limits were discussed.

Sgt. Speidel worked with staff and volunteers organizing the Children's Museum of New Hampshire 5K Run/Walk event on May 5, Moms on the Run 5k on May 13, and the Spirit of Recovery 5k run/walk on May 20. Sgt. Speidel handled the police department's operational planning for the events, 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 the coordination with event organizers on other logistical matters affecting traffic.

Sgt. Speidel worked closely with the Parking Bureau and the Community Services Department throughout the month of May to coordinate temporary overnight parking restrictions in key locations to accommodate pavement sweeping, roadway marking, or other necessary maintenance.

The Dover Police Department performed 6 man-hours of targeted distracted driving enforcement patrols during the month of May, issuing a total of 10 summonses to drivers using their mobile electronic devices in violation of NH statute. Additional patrols are planned throughout the summer months.

Inspections were ramping up in May and occurring daily in the New High School as classrooms are completed, and as the new Animal Science Building shown here, takes shape.



Parking Manager Bill Simons assisted the Dover School Department facilities manager in getting the Dover Middle School and Woodman Park School parking lots into compliance with the ADA requirements. Both schools had an insufficient number of accessible spaces and did not have the proper access aisles. (Goal 5)

At their June 19th meeting, the Parking Commission will vote on whether or not to support a change to the Winter Parking Ban program. The City is considering going to an "as needed" parking ban during the winter instead of the current "calendar based" program. This would allow residents/visitors to park on the street except when a ban is called for winter maintenance (plowing/sanding/cleanup).

The photo to the right is of a vehicle not moved for snow plowing.



Five parking spaces on the north side of First Street will be taken for private parking per the development agreement with the owners of 100 First Street. The building is adding a commercial tenant which required the owner to trigger the request for the spaces. The owner will be posting the spaces and the Parking Manager will be notifying the residents of the change.



At their June meeting, the Parking Commission will consider recommending that particular levels of the parking garage become "permit parking only". If the City goes to a storm based Winter Parking Ban, the current shared parking space system will not be able to ensure spaces are available for permit holders. Any recommendation would provide customer parking on the bottom floors and require permit holders to be on the upper levels.

During the month of May, Dover officers performed at least 33 hours of traffic patrols 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 speeding, red light running, or aggressive driving behavior. Dover Police also participated in the statewide "Join the NH Clique" initiative to target violations of New Hampshire's child restraint law during the month of May.

Sgt. Speidel performed 7 child passenger seat inspections during the month of May and 5 in June. 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.

Police Response to Calls by Priority

May & June

Priority 1: Immediate

Crimes in progress; injury accidents; alarms
= 173/181 Responses

Priority 2: Rapid

Crimes/incidents not in progress but require quick response to preserve evidence, locate witnesses or provide for public safety.
= 115/100 Responses

Priority 3: Timely

Disturbances, noise violations, welfare checks, motor vehicle disturbances, minor collisions
= 655/603 Responses

Priority 4: As Officers are Available

Non-criminal, crimes reported well after committed; message delivery; tow request, littering, fingerprints; assistance, abandoned vehicles
= 806/728 Responses

Priority 5: Motor Vehicle Stops

= 882/1,143 Responses

The Dover Police responded to 65% in May and 48% in June, of emergency calls in less than 6 minutes

Dispatch Communications

May / June

Radio Transmissions
12,580 / 13,225

Phone Calls
8,030 / 7,792

911 Calls Received
450 / 415

Lobby Customers
375 / 398

Police Alarms Received
97 / 102

Police Alarms Cancelled
Prior to Arrival
20 / 18

14,452 people visited the
Dover Public Library during
May, an average of 485 per
day (open 30 days).

14,624 people visited the
library during June, an
average of 562 per day
(open 26 days).

During the month of May, the Dover Police Department provided officers to assist the University of New Hampshire Police Department. Dover Police provided mutual aid assistance to the UNH and Durham Police Departments in connection with the University's Cinco de Mayo (spring weekend) celebrations May 4-6 and with the UNH Commencement ceremony on May 19, to enhance the UNH Police security presence and assist with traffic control. Personnel costs for these overtime patrols will be reimbursed by the university. All of the extra patrols were scheduled through the Traffic Bureau.



Pictured left, a Dover Police cruiser stages at the Bellamy Road/Alumni Drive intersection while road race participants gear up for the home stretch of the "Moms on the Run" 5K run/walk event on Mother's Day, May 13.

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.*

During the month of May, single vehicle motor vehicle collisions with utility poles caused traffic and electric power disruptions in several locations throughout the City. On May 4, a driver sustained serious injury after striking a utility pole in the area of 34 Back River Road. On May 5, an Eversource line worker sustained injury after being struck by a motor vehicle while attempting to address a downed tree and power lines. On May 18, a single vehicle collision caused power outages on Washington and Highland Street. On May 20, police were forced to close Tolend Road after a single vehicle collision that severed a utility pole and seriously damaged a residential garage at 125 Tolend Road. The Dover Police Department reminds residents to operate with due care and concern for others, to avoid distractions while driving, and to obey all posted speed limits.

Members of the Traffic Accident Investigation responded to a single vehicle collision on Old Rochester Road on May 2, 2018. The driver and sole occupant of the vehicle subsequently died from injuries sustained in the crash. It was determined that the driver suffered a medical event causing the vehicle to leave the roadway and strike a tree.

There were 81 free programs at the Dover Public Library in May with 1,547 people attending. In June, there were 55 free programs with 2,159 attending.

Inspection Services was very busy in May and June with a total count for inspections conducted and permits issued at 725 and 774 respectively. Here is the Inspection Services activity breakdown for May/June:

Inspections - Life Safety	50/82	Inspections - Plumbing/Mechanical	189/239	Inspections - Woodstove/Fireplace	00/00
Inspections - Business	10/05	Inspections - Blasting	00/00	Permits Issued - Blasting	00/02
Inspections - Sprinkler/Alarm	33/35	Inspections - Health	38/65	Permits Issued - Building	96/52
Inspections - Building	96/144	Inspections - School / Daycare	18/14	Permits Issued - Certificate of Occupancy	69/15
Inspections - Electrical	123/119	Inspections - Oil Burner	03/02	TOTAL	725/774

The K9 team was used twice during May. On 05/04/18, as members of the Strafford County Regional Tactical Operation Unit (SCRTOU), Officer Brown and K9 Barco responded to the city of Somersworth to assist the Somersworth Police Department with executing a series of arrest and search warrants on Green Street. After approximately fourteen hours on scene, the situation was turned over to New Hampshire State Police SWAT for relief. During this operation, K9 Barco was assigned to the arrest team/immediate action team as the primary less lethal option.

On 5/22/18, Officer Brown and K9 Barco were requested by Rochester Police to assist with locating a suspect who had fled from a residence on Norway Plains Road. Members of the Rochester Police Department were conducting follow up at a residence when they located multiple wanted individuals. These included a male who was actively violating a protection order who then fled on foot. K9 Barco located a track and tracked roughly three miles to the Farmington town line, at which point the track stopped.

There were 618 summer reading program participants at the library in June. (Goal 3)

The Special Investigations Unit arrested a Rochester, NH man for Aggravated Felonious Sexual Assault, a felony offense, after a lengthy investigation involving a Dover woman known to him.

The Special Investigations Unit assisted the Dover Fire Department with a fire investigation on Second Street. The cause of the fire was ultimately determined to be accidental.

81 May programs were attended by 1,547 people at the Dover Public Library! These included: 25 story times 359; 1 Craft session 130; Rubber-Band Powered Planes 35; Evening of Poetry 55; Head Start visit 34; Little Tree visit 11; 2 Toddler Yoga sessions 18; 4 Family Place programs 55; Mother's Day Card craft 36; Knitting group 7; Friends program 43; Jennifer Pharr Davis hiking program 95; Fake News program 28; iPhone Repair program 30; Teen Advisory Board 7; 3D prints 31; 1 Exam proctored; Memory Lab scanner 7 uses; Memory Lab cassette 1 use; Memory Lab VHS uses 1; 7 movies 29; 4 Lego Saturdays 88; Game Night 9; 5 Technology classes 21; 2 Book groups 28; 3 Book Jar Guesses 17; 5 Little Free Library visits, adding 290 books; 4 Book-A-Librarian appointments, 2 Langdon Place visits 10; and Passports 39.

55 June programs were attended by 2,159 people at the Dover Public Library. These included: 9 story times 181; 1 Craft session 332; Steve Blunt/Marty Kelley concert 85; Wild Robot book group 15; Flying High Dogs 200; Make a Beach Bag 27; 1 Family Place workshop 9; Paws to Read 10; 3 Toddler Yoga sessions 26; Knitting group 7; Friends program Cog Railway 48; Artist program 17; Harmonica program 30; Queens of the Beach 12; Addiction program 6; Children's Summer Reading program 370; Teen Summer Reading program 97; Adult Summer Reading program 151; 3D prints 16; Memory Lab scanner/VHS 6 uses; 2 movies 6; 5 Lego Saturdays 77; Game Night 8; 4 Technology classes 19; 2 Book groups 24; 2 Book Jar Guesses 58; 6 Little Free Library visits, adding 316 books; 1 Book-A-Librarian appointment; Langdon Place visits 5; and Passports 31.

The Special Investigations Unit arrested a North Carolina man who recently moved to Dover. The man was charged as a Fugitive from Justice stemming from a sexual assault related offense that occurred in North Carolina.

The Facilities, Grounds and Cemeteries handled 98 service calls and 159 work orders in June. In Pine Hill Cemetery, employees attended 6 full burials, 9 ash interment. Three markers were installed.

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.

The Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or provided other traffic control resources for the Paintworks / Hot Rod City open house event, Oak Street, June 2, the American Cancer Society Relay for Life Road Toll fundraiser, June 9, and the Park Street neighborhood block party, June 9.

The Traffic Bureau coordinated the deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel for the ninth annual Avis Goodwin Father's Day 5K Road Race at Margaritas on June 17.



Sergeants Speidel and Collopy prepare for the start of the ninth annual Avis Goodwin Father's Day 5K Road Race at Margaritas on June 17.

(Photo credit: David Colby Young
www.mainerunningphotos.com)

On June 1, Officer Brown and K9 Barco were called to Floral Avenue for a report of a subject looking in ground level windows. The reporting party had limited information, however K9 Barco was able to pick up a track and tracked to the area of High Ridge Drive near the apartment buildings, at which time the track stopped.

Thirty-seven work orders were generated regarding facilities and grounds issues; playground maintenance, assorted tasks or complaints and mower maintenance included in the mix. The lining of the soccer at Shaw's Lane is ongoing throughout the summer. The Rotary Pavilion was cleaned up for the summer concert series, the area was pressure washed, flower beds repaired and electrical service checked for operation.

Twenty-five work orders dealt with different complaints regarding trees, as in previous months this year, people are concerned about trees abutting their property or limbs have come down and need to be cleaned up. Brush was cleaned up from several locations and some of the work orders attended to involved trees on private property. Twelve work orders addressing overgrown vegetation were created in June.

Sight distance visibility has been an issue in different locations as residents do not maintain their bushes or trees that abut travel rights of way but due to the safety impacts, Facilities & Grounds will cut vegetation back to clear sidewalks and sight distances.

A huge king pine was removed from the side of Garrison Hill, behind Floral Ave, as it was within striking distance of a home there and was in a serious state of decline. The path leading beside the tree needed attention to provide the large equipment a stable location to work from. The Utilities Division was very helpful in creating the place for Urban Tree to set their equipment.

Twenty-two work orders dealt with sign issues, sixteen of these dealt with parking, six were repairs or replacements.

Thirty-one work orders pertaining to buildings were addressed. The large project for the month at City Hall was removing damaged furniture from the Customer Service center to the dumpster or to temporary storage elsewhere in City Hall while the flooring and painting repairs were underway in that space. Facilities & Grounds assisted in relocating offices to other spaces temporarily and then with moving them, back. Panic buttons were replaced in more areas and the auditorium was set up on June 19th for graduation ceremonies of the Seacoast Charter School.

There were five complaints dealing with traffic signals. In addition, two red and four green balls were reported with issues and one pedestrian crossing light was repaired. Wait times on Central Ave at Glenwood has been affected by the construction going on in that area again this month. School zone lights were turned off until August, when they will be turned on a week before school reconvenes. Eight Dig Safe requests were addressed and marked as needed.

Facilities & Grounds employees worked with Affinity in June to verify locations and obtain serial numbers that were missing from street lights citywide. Using SMART node technology, they would find the location of the light, using maps in tablets, then command the light on to verify the serial number and verify the light was working as expected. There were one or two, two man crews working on this project for several days, in conjunction with a crew from Affinity. Two new street light complaints were received from the public and were addressed with Affinity and / or Eversource, in regard to these lights.

The Mounted Unit was requested to attend and speak to the Dover Rotary during one of their meetings. The meeting took place on May 23rd at the Police Department. The members came outside to meet and learn about the horses. There were many great questions from the group and still many individuals that did not realize that the entire program is run from donations.



Members of the Dover Rotary Club pose with the Downtown Liaison Officers during their recent visit to the Dover Police Department.

At the library, the repurposing of former magazine space to become new Computer Lab/Makerspace area continued in May with completion of new data port wiring. (GOAL 3)

In May / June , Dover Mounted Patrol was responsible for:

- 30/51 Public Assists
- 19/23 Parking Assists
- 22/25 Community Action/Homeless Assists

The month of May was increasingly challenging in homeless outreach for the mounted unit. There was a large influx in our transient/homeless population due to warmer weather. The Community Action Partnership of Strafford County has a new outreach coordinator named Bob O'Connell. O'Connell has years of experience working with this specific population and he comes to us with a vast knowledge of outreach work.

The City of Dover was advised of a large homeless camp in the area of Guppy Park behind Forrest Street. These individuals were suspected in a number of thefts in the neighborhood. This situation led to the Mounted Unit visiting these sites and individuals and advising them to vacate the area or be charged with trespassing. This took several days because these camps aren't occupied daily. The Mounted Unit then worked directly with Bob O'Connell to assist these subjects in finding the services that they needed. The Mounted Unit also worked with Serve Pro in attempt to expedite clean-up efforts of these camp areas and other abandon sites.

On May 9th the officers assisted Sgt. Speidel with the Bike to School Day event. This event encourages kids to ride bicycles to school instead of being driven to school in cars or buses. There were designated meet locations and the officers assisted in keeping everyone safe and going in the right direction.

Every year the Mounted Officers are honored to attend the Law Enforcement Memorial Ceremony in Concord NH. The ceremony was held on May 18th this year. This ceremony honors and recognizes the men and women of NH Law Enforcement who have made the ultimate sacrifice. This year alongside Dover was Massachusetts State Police and Manchester Police mounted units. (pictured right)



June was another one of the busier months for Fire & Rescue as Fire & Rescue responding to 506 calls for service which is an average of nearly 17 per 24-hour period. 19 of the calls for service were for fires, 300 were for medical emergencies, 24 were for other hazardous situations requiring emergent intervention (natural gas leak or energized power line down for example), 73 were either false or good intent in nature, with the remaining 90 being for non-emergent requests. Of the emergencies, there were 165 times where simultaneous emergencies were occurring which is the second month in a row with an unusually high number for a month, with 25 of those times where 3 or more emergencies were occurring at the same time. The busiest day for Fire & Rescue in June was Monday June 18, 2018 when there were 34 calls for service while the slowest day of the month was Monday June 4, 2018 with only 6 calls for service.

There are several noteworthy builds and projects Inspections worked at in June. Inspections like reported in May, are ramping up and occurring daily in the New High School and Animal Science building as areas are completed.

Though just on time currently for occupancy mid-August, the build of the New High School and Animal Science building is causing the general contractor some stress as the subcontractors are struggling in the current economy to retain their employees and mobilize enough quality employees. Inspections believes the schedule is so tight there is little room to prevent slipping. Construction is occurring in this building seven days a week to make every attempt to stay on schedule.



The above photo is of the new Dover High School; the town square area where students will eat lunch and congregate between classes.



The photo to the left shows work in progress in the auditorium of the new Dover High School.



Pictured left is the work to date on the Animal Science Building on the campus of the new Dover High School.

The photo below shows the Dover Housing Authority amidst the renovation of one of the buildings in their Whittier Falls neighborhood. This project, which will occur over a couple of years, will renovate each and every building in the complex and generate frequent inspections for Inspections Services.



The interior renovation of 6 Grove Street has started with new windows shown here on the lower two floors of the front of the building, with revised plans for the apartments to be built recently arrived in Inspections. Additional building units on the back of the property along the river are now a possibility instead of adding a 5th floor to the building which was one proposal.



During the course of June, MSRO Dunne assisted with several criminal investigations within the school. On June 1, 2018, a sexual assault was reported to Officer Dunne by school administration. The case was transferred to detectives for further investigation. Officer Dunne also assisted with interviewing witnesses for a separate sexual assault reported in May, 2018.

Outside of school hours Officer Dunne filled in at the Teen Center on June 1. On June 2, she participated in the Girls on the Run 5k in Concord, NH, as part of her volunteer duties as assistant coach.

On June 18, 2018, Officer Dunne spoke with an 8th grade student accused of damaging a faculty member's vehicle by placing a traffic cone on it. The faculty member ultimately decided not to file a police report. The student received sanctions through the school.

On June 18, 2018, Officer Dunne met with the family member of a student regarding stolen property. Officer Dunne contacted the suspected student and recovered the property. No further police action was taken.

Three times during the month Officer Dunne was called to assist with out of control students. On two occasions her presence quelled the disturbance, however on one occasion Officer Dunne had to physically restrain a student throwing furniture in a classroom. The student eventually calmed and was released to his parent for the remainder of the school day.

On June 20, 2018, Officer Dunne and Principal Lyndes met with a parent and her 6th grade daughter to discuss a perceived bullying issue. Officer Dunne and Principal Lyndes spoke to all involved students about their behavior and potential consequences they could face.

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 addition services. Four overdoses were reported in the month of June, all involving the same subject. This subject is homeless and does not have a telephone number to reach him at. All reports indicate he was given information regarding the Access Recovery program which is what Officer Dunne would have done if she had been able to speak with the individual.

The highlight for June was the multiple fires that occurred at the same time on Saturday, June 2. The first fire that Fire & Rescue dealt with occurred at 22 ½ Second Street which is a duplex. The fire started on the outside of the back deck on the second floor and quickly spread into the apartment, into the walls, and roof structure. The photo 1 below and shown by WMUR shows the fire just after Fire & Rescue was dispatched. It was taken by Fire & Rescue's very own off-duty Firefighter Patrick Babel (with credit erroneously attributed to fire Capt. Craig Chabot) who saw the smoke as he drove through the Upper Square, so he turned onto Second Street and drove over to find the occupants evacuating. Hearing the sirens from responding apparatus and finding the occupants had evacuated, Patrick drove to his assigned station and responded to the scene on a reserve vehicle with other off-duty people who were recalled to assist with this fire.

Photos 2 & 3 below show the rear of the building burned on the upper floor and the closeness of the neighboring building with the 4th photo showing the heat damage received by that neighboring building. The damage the neighboring building received shows it was moments from igniting too, which was prevented by a rapid and aggressive fire attack by Dover's first arriving and well trained firefighters.



The photo to the left shows a close-up view of the fire damage (taken from the ladder truck shown in previous pictures) to the deck and kitchen of the apartment. The occupants reported seeing the fire moments before the windows broke out and the fire entered the kitchen, causing them to run down the stairs and out of the building. The investigation found the cause of the fire to be smoking materials not fully extinguished, on that upper deck and just before the fire occurred.

Due to this day being a very warm day, an extra alarm of firefighters was needed to have a larger pool of people to rotate in and out of the building, as well as having the need to send a full alarm worth of vehicles and personnel to a second fire which started after this one did. The second fire started as a car fire on the Spaulding Turnpike in the northbound lane just south of exit 9. The car pulled over and the occupant exited, and that fire spread from the car to a brush covered hill with that brush fire being blown by the wind, toward Dover Center for Health & Rehabilitation.

In addition to the hazard of the fire being pushed by the wind toward Dover Center which is located at 307 Plaza Drive, smoke from the spreading brush fire entered the ventilation system for one of the building's wings causing staff and Dover Police to have to move patients while mutual aid firefighters using the mutual aid contingency plan, responded from Dover's fire stations to stop the fire before that fire could endanger the building.

Belonging to mutual aid districts, and supporting the communities in that district, is important and illustrated by the above story, with positive outcome where both fires were controlled quickly. In the middle of those incidents, there was a firefighter who suffered heat exhaustion at the Second Street fire and a medical aid that also occurred on County Farm Road. A mutual aid ambulance staged at the Second Street fire, responded from there servicing the medical incident promptly, while on scene firefighters tended to the overheated firefighter who fortunately, did not need to be transported to the hospital.

During the month of June, Whittier Falls Resource Officer Plummer registered multiple bikes in the neighborhood. While registering the bikes Officer Plummer spoke with the children about bike safety. This time of year is when the kids start to ride their bikes through the neighborhood and a quick reminder about bike safety helps keep everyone safe.

As our local mutual aid system was used to help Dover in June with the multiple fires that occurred on June 2, if the region had exceeded its immediate resources due to multiple large-scale incidents, the statewide mobilization plan would be activated. The regional coordinator for this region's participation in the statewide mobilization plan is the Seacoast Fire Chief Officer's Mutual Aid District and in June, the NH Fire Academy videoed a segment at the Dover North End Fire Station for a training class that will become a requirement for any community's team leaders participating in the statewide mobilization plan. Condensing many pages of how the plan works into a paragraph, any incident commander can request from that plan any number of resources for any type of incident. Need an additional 15 fire engines beyond what a region can supply for an extended large-scale forest fire? Simply request those resources and within an hour and a half or so, they will start arriving from around the state. Basically, on any given day, some of the communities that participate in the plan are up to respond if requested. Dover participates in this plan and though it has never happened, must be prepared to send a crew anywhere in the state for a time duration lasting between 24 hours to several days.

Dover also participates as a staging area for the plan. When the seacoast region is tasked with sending say 5 fire engines for a two-day deployment at a forest fire in the Conway region, the local communities dispatched would meet at the staging area which in this case is the North End Fire Station. Once all communities are assembled, a safety and operational briefing would be held by the team leader and then the entire group would respond together. The photo to the right shows the simulation of this briefing occurring which is being videotaped by the New Hampshire Fire Academy. Because Dover has agreed to be a staging location, all Fire & Rescue officers will be trained as team leaders once the training program is completed, which is a new requirement.



During the month of June, the Mounted Unit worked closely with the Community Action Homeless Liaison as well as City of Dover Community Services and ServePro. Many homeless individuals were moved from areas where they were found to be trespassing on City property. Additionally, the sites needed to be cleaned up. Community Action assisted those willing to accept help in relocating them and providing resources if possible. Community Services arranged for Serve Pro to clean up the abandoned sites due to the potential hazardous materials left behind. The Mounted Unit assisted in directing ServePro to the sites throughout the city. The officers also confirmed that the sites were abandoned prior to beginning the cleaning.	Officer Khalsa has been monitoring areas known to be vandalized with graffiti. He continues to track the type of graffiti and at what location for future reference and prevention. The graffiti tracking is part of a larger prevention program geared towards reducing some of the summertime type quality of life issues in Dover. So far this year, this has not been a major problem but it will be tracked continuously so that if it does increase, patterns will be noted and investigative leads will be identified.	
The mounted officers were invited to The Residence at Silver Square to meet and speak with the residents. The residents that came out to meet the horses were thrilled and really loved spending time with them and hearing about the Mounted Patrol. The horses were given giant carrots as a treat by the chef for visiting. POP Officer Khalsa continued to monitor 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. Officer Khalsa once again spent a large amount of time dealing with homeless persons committing crimes and migrating to different parts of the City. There have been several instances of homeless encampments on Smith Well Road, The Dover Transportation Center and Guppy Park. This is an ongoing issue as the population increases and will be a focus of the problem oriented policing officer into the future.	Also during the month Officer Khalsa worked with the Dover Transportation Center to identify and remove numerous persons living in their vehicles in the parking lot. He also met the new manager of Woodbury Mills and ensured that the police department and Woodbury Mills will continue to have a good working relationship.	The 75th annual New Hampshire Soap Box Derby was held on Sunday, June 3. Dover hosts the New Hampshire state championship for the gravity-powered racers, open to boys and girls between the ages of 8 and 17. The winners of each division represent the state in the All-American Soap Box Derby in Akron, Ohio. In its present location, the event involves a closure of Broadway between Oak and Hill Streets. Sgt. Speidel coordinated the traffic detour plan for this event and worked closely with organizers to ensure that affected residents and merchants were notified.
On June 15, 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 the evening commute. Targeted violations included moving violations, such as speeding and other violations tending toward aggressive driving behavior or distracted driving. Targeted locations on that date included Middle Road and Dover Point Road. During the month of June, Dover officers performed at least 47 hours of traffic patrols 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.	The Dover Police Department performed 38 man-hours of targeted distracted driving enforcement patrols during the month of June, issuing a total of 35 summonses and 31 warnings to drivers using their mobile electronic devices in violation of NH statute. The Dover Police Department reminds all drivers that use of handheld electronic devices are prohibited. Distracted driving is fast becoming one of the leading causes of collisions, both in New Hampshire and nationally.	

The Utilities Division and a City of Dover contractor have been working together to complete the last section of Stark Avenue. This work has consisted of disconnecting services from the 6" Cast Iron water main and tying them into the 10" Asbestos Cement water main as well as the removal of approximately 2000 feet of the C.I. water main. Once this has been completed, Stark Avenue will be resurfaced.

A major water break occurred on Ash Street near Central Avenue. Crews responded to the same location where a break occurred this past winter. This was a lateral crack on the 8" C.I. water main. Crews had to replace approximately 15 feet of water main utilizing Ductile Iron pipe. The crack that occurred this past winter was a ring crack.

Crew replaced a fire hydrant on Bellamy Road. The hydrant had been hit by a vehicle. A new port was installed on Portland Avenue for monthly distribution samples.



Shown left is a water crew tapping a water main.



Shown left is the Ash Street trench.

Crews excavated a sewer service at 63 Fourth Street. The business was experiencing a backup. Their contractor was not able to get past a new drain line that was installed in 2017. Crews found the service was crushed on the bottom of the drain trench. A replacement piece was installed which resolved the backup. A blockage was reported at 78 Sixth Street. It was determined that the blockage was on the property owners side.

During the month of June, administrative staff fielded 16 service calls requesting pothole repairs.

Crews have finished repairing all mailboxes and lawns that were damaged during winter plowing operations. Several deceased animals were picked up along the roadways, as observed or reported, throughout the month. Brush cutting and brush chipping operations are ongoing.

Street sweeping (pictured below) is ongoing. Roads slated for restriping are typically completed first, followed by the downtown area, then all remaining City streets. Crews will return to re-sweep any trouble spots as needed. Piles of debris collected during sweeping were cleaned up from the River Street lot and hauled to the dredge cell.



City crews continued to work in the pit, located behind the Public Works Department, prepping materials for upcoming road projects. Employees mixed gravels and screened sand so that it would be ready. Street sweeping, brush cutting and brush chipping operations are ongoing.

Roadside brush was cleared on Spur Road. This was completed in preparation of the Spur Road Reconstruction.

Shown right, 120 feet of curbing was installed on Mount Vernon Street. This portion of Mount Vernon repeatedly receives winter plow damage. By providing curbing, this will control the annual maintenance of repairing the lawns as well as help with stormwater control.



Total Permits Issued: May 2018

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
17-504	PHYLLIS WOODS	17	SECOND STREET	NEW COMM. BREWERY TENANCY	C	6	3400	66000	685
18-014	HARVEST 4 SQUARE CHURCH	47	FOURTH STREET	INSTALL A NEW ENTRY DOOR	C	31	3700	10000	125
18-029	WENDALL	750	CENTRAL AVENUE	REPAIR UNITS I & K WATER DAMAGE	C	29	17K/I	42000	445
18-044	CROISETIERE	308	DURHAM ROAD	CONST. ROOF OVER EXSTNG CONCRET	C	1	12900	36000	385
18-064	VARNEY BROOK LANDS, LLC	353	CENTRAL AVENUE	INT. RENO./ALTER. FOR BANK	C	2	3500	105000	1075
18-096	POINTE PLACE DEV., LLC	50	POINTE PLACE	UNIT 23 FIT-UP FOR TENANT	C	K	19-5	65000	675
18-121	353 MANAGEMENT LLC	353	CENTRAL AVENUE	INSTALL NEW WINDOWS & RENOV. 2ND C	2	3500	694814	6975	
18-156	90 TEMPLE ASSOCIATION LP	90	WASHINGTON STREET	REPLACE EXTERIOR WINDOWS	C	2	1400	38000	405
18-173	VERTICAL REALTY PROPERTI	7	ABBNEY SAWYER MEMORIAL DRIVE	ADD RMENNAS TO EXISTING CELL TO	C	28	32SL2	30000	325
18-201	DOVER LODGE OF ELKS #184	282	DURHAM ROAD	ERECT A 40' X 60' SUMMER EVENT TEN	C	1	12200	1000	35
18-205	CLARK	294	DURHAM ROAD	CONST. A 2ND FLR ADD. ONTO A COMM C	1	22D0	197900	2004	
18-206	WAYNE CHICK	299	CENTRAL AVENUE	TENANT FIT-UP FOR COMM. TENANCY	C	2	2000	13000	155
18-217	LIBERTY MUTUAL INS. CO.	100	LIBERTY WAY	ERECT A TEMP. 30'X60' TENT	C	E	2400	2000	50
18-218	LIBERTY MUTUAL INSURANC	100	LIBERTY WAY	ERECT A TEMP. 20'X40' CANOPY	C	E	2400		
18-228	2 HOME COOKS	40	CHESTNUT STREET	EXPANSION TO ADJACENT UNIT, INSTA	C	2	5400	40000	425
18-235	CATHARTES	104	WASHINGTON STREET	ERECT A 30' X 30' EVENT TENT	C	2	6A0	1000	35
17-284	ARBRO PROP MGMT LLC	225	WASHINGTON STREET	RENO. APT. & CONST. A 2ND FLR ADD.	R	10	36	80000	825
17-525	WIRTH	11	WINTERBERRY DRIVE	CONST. A REAR DECK WITH ROOF	R	N	8-2	10000	125
17-529	KNOX MARSH DEVELOPMENT	55	FOREST STREET	CONST. 2 ATT. DWLLNG UNITS EA. W/A	R	26	221	340000	3425
18-008	GALLANT	17	GLENWOOD AVENUE	INSTALL A 3 SEASON SUNRM ON EXSTN R	36	1B0	10000	125	
18-058	LANNAMANN	7	TOFTREE LANE	BSEMNT FINISH & RPR WTR DMAGE	R	M	10980	24000	265
18-094	FOGG, ADAM	25	NUTE ROAD	CONSTRUCT A SUSPENDED DECK	R	L	13	10000	125

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-102	DODD	7	TRASK DRIVE	ACCESSORY DWELLING WITHIN A SFD	R	10	27-0-0	1000	35
18-105	CHENEY	258	WASHINGTON STREET	INSTALL A 3 SEASN SIDE SUNRM	R	10	12700	30000	325
18-117	INDIAN RIDGE AT DOVER, LLC	136	EMERALD LANE	CONST. A SFD WITH ATT. GARAGE	R	F	15-45	236400	2389
18-118	INDIAN RIDGE AT DOVER, LLC	120	EMERALD LANE	CONST. A SFD WITH ATT. GARAGE	R	F	15-49	233400	2359
18-120	RAJANIEMI	6	WALT COLBY DRIVE	CONST. A 12' X 20' DECK	R	16	20-3	20000	225
18-122	COPLEY PROPERTIES	8	PEAR DRIVE	CONST. A SFD WITH ATT. GARAGE	R	2	2	240000	2425
18-125	1623 SETTLEMENT DOVER LM	2 4 6	MINERAL PARK DRIVE	98 WHITTIER ST., BLDG. 22, RENOVATIO	R	33	2 & 3	161000	1635
18-126	1623 SETTLEMENT DOVER LM	5 7 9 11	PLEASANT VIEW CIRCLE	BLDG. #11, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-127	1623 SETTLEMENT DOVER LM	85 87 89	PLEASANT VIEW CIRCLE	BLDG. #1, SIDING, WINDOWS, INT. RENO	R	33	2&3	161000	1635
18-128	1623 SETTLEMENT DOVER LM	53 55 57	PLEASANT VIEW CIRCLE	BLDG. #5, SIDING, WINDOWS, INT. RENO	R	33	2&3	161000	1635
18-129	1623 SETTLEMENT DOVER LM	21 23 25	PLEASANT VIEW CIRCLE	BLDG. #9, SIDING, WINDOWS, INT. RENO	R	33	2&3	161000	1635
18-130	1623 SETTLEMENT DOVER LM	4 6 8 10	PLEASANT VIEW CIRCLE	BLDG. #13, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-131	1623 SETTLEMENT DOVER LM	3 5 7 9	MINERAL PARK DRIVE	BLDG. #17, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-132	1623 SETTLEMENT DOVER LM	8 10 12	MINERAL PARK DRIVE	BLDG. #21, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-133	1623 SETTLEMENT DOVER LM	82 84 86	WHITTIER STREET	BLDG. #24, SIDING, WINDOWS, INT. REN	r	33	2&3	161000	1635
18-134	1623 SETTLEMENT DOVER LM	52 54 56	PLEASANT VIEW CIRCLE	BLDG. #27, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-135	1623 SETTLEMENT DOVER LM	1 3	HAMPSHIRE CIRCLE	BLDG. #32, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-136	1623 SETTLEMENT DOVER LM	5 7 9 11	HAMPSHIRE CIRCLE	BLDG. #33, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-137	1623 SETTLEMENT DOVER LM	61 63 65	HAMPSHIRE CIRCLE	BLDG. #40, SIDING, WINDOWS, INT. REN	r	33	2&2	161000	1635
18-138	1623 SETTLEMENT DOVER LM	69 71	HAMPSHIRE CIRCLE	BLDG. #41, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-139	1623 SETTLEMENT DOVER LM	73 75 77	HAMPSHIRE CIRCLE	BLDG. #42, SIDING, WINDOWS, INT. RNO	R	33	2&3	161000	1635
18-140	1623 SETTLEMENT DOVER LM	66 68 70	HAMPSHIRE CIRCLE	BLDG. #44, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-141	1623 SETTLEMENT DOVER LM	22 24	HAMPSHIRE CIRCLE	BLDG. #46, SIDING, WINDOWS, INT. REN	R	33	2&3	161000	1635
18-142	1623 SETTLEMENT DOVER LM	18 20	HAMPSHIRE CIRCLE	BLDG. #47, SIDING WINDOWS, INT. REN	R	33	2&3	161000	1635
18-147	INDIAN RIDGE AT DOVER, LLC	182	EMERALD LANE	CONST. A SFD WITH ATT. GARAGE	R	F	15-36	234720	2375

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Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-158	ROWELL, TOM	6	DANBURY LANE	KITCHEN/BATH REMODEL, SAME FOOT	R	25	7700	100000	1025
18-160	CARTELLI	19A	PISCATAQUA ROAD	CONST. A SFD W/ATT. 2 CAR GRGE	R	I	94B-1	250000	2525
18-162	STABILE TOWNHOMES @ POI	45 47 49	ARTISAN WAY	CONST. A 5 UNIT TOWNHOUSE W/ONE C	R	K	19-7	841890	8445
18-163	GELLER	39	CORDEIRO DRIVE	INT. ALTERATIONS OF A BATHRM	R	A	361F	19357	215
18-164	GILLIS	47	APPLEVALE DRIVE	TO CONSTRUCT A BREEZEWAY	R	K	17X0	8500	110
18-165	TAYLOR	22	MAPLEWOOD AVENUE	CONST. A REAR ADD. & RENOV. KITCH	R	D	8L0	80000	825
18-166	BEAUREGARD	33	LUCY LANE	CONST. A REAR ADD. & ADD A BATHR	R	G	2690	30000	325
18-167	INDIAN RIDGE AT DOVER, LLC	203	EMERALD LANE	CONST. A SFD WITH ATT. GARAGE	R	F	15-04	242000	2445
18-169	BOUCHER	67	PORTLAND AVENUE	CONST. A REAR DECK	R	24	108	7300	98
18-171	BAUGHN	30	BAY VIEW ROAD	INSTALL ROOF MOUNTED SOLAR PANE	R	J	19E5	12000	145
18-172	PECK	20	COTE DRIVE	CONST. A FRONT ENTRY ADDITION	R	L	57E0	3000	55
18-174	PRATT	33	AYERS LANE	REAR ADD. & INT. RENO. OF KITCHEN, F	R	L	7800	250000	2525
18-175	LANE	4	BARTLETT STREET	REMODEL EXSTNG BATHRM	R	36	2110	9000	115
18-178	BELLOLI	4	CHARTERGRANT ROAD	REMOVAL OF MANUFACTURED HOME	R	I	22126	2000	50
18-179	GELLERSON	49	FRENCH CROSS ROAD	CONST. A DETACHED GARAGE	R	C	39A2	13500	160
18-180	HOWARD	43	BELLAMY ROAD	INSTALL AN A/G SWIMMING POOL	R	H	4200	5200	50
18-183	INDIAN RIDGE AT DOVER, LLC	130	EMERALD LANE	CONST. A SFD WITH ATT. GARAGE	R	F	15-47	198300	2008
18-184	VERGE AGENCY	211	DURHAM ROAD	PERFORM INTERIOR RENOVATIONS	R	H	4N0	20000	225
18-185	SAMPSON	298	DOVER POINT ROAD	REPAIR EXISTING DECK	R	L	49B0	10000	125
18-192	CASIMIRO	5	COTE DRIVE	REPLACE REAR DECK	R	L	57G1	2500	50
18-193	PHILIPS	10 1/2	EAST WATSON STREET	INSTALL 4 REPLACEMENT WINDOWS	R	19	5700	3000	55
18-194	WOODARD	486	TOLEND ROAD	INSTALL 1 REPLACEMENT WINDOW	R	C	33C0	4000	65
18-195	SYLVIA	6	ERIK DRIVE	REPLACING EXISTING DECK	R	B	19-D	14000	165
18-196	HASKELL, DAVID	5	DEERFIELD DRIVE	RENEWAL OF BP7-443, CONST. A DETAC	R	I	22016	0	50
18-197	WEILENS	16	BACK ROAD	INSTALL ROOFTOP SOLAR PANEL ARRA	R	21	26500	33188	357

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Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-198	TAYLOR	16	SAMUEL HANSON AVENUE	REPLACE EXISTING FRONT PORCH & ST	R	21	1800	2458	45
18-199	MCKENZIE	10	CEDARBROOK DRIVE	INT. ALTERATIONS OF A BATHRM	R	32	4400	4800	75
18-200	GALVIN	14	MORIN STREET	KITCHEN RENOVATION	R	38	25P0	7000	95
18-202	MESSIER	13 1/2	BOSTON HARBOR ROAD	REMOV. & REPLC. EXISTING DECKING AN	R	7	600	4000	65
18-203	HENKER	144	TOLEND ROAD	INSTALL AN ABOVE GROUND SWIMMIN	R	F	230	4000	65
18-209	MCCOOEY	24	HARLANS WAY	REMOVE & CONST. NEW REAR DECK	R	I	50-5	3072	55
18-210	SIMARD	25	STRAFFORD ROAD	REMOVE AND RE-CONSTRUCT DECK	R	D	10S0	2500	50
18-215	DAVIS	48	FORDS LANDING	INT. RENO. W/ALTER. OF KITCHEN	R	I	3B48	11206	135
18-216	MCKINNEY	71	KATIE LANE	INT. RENOVATIONS OF KITCHEN	R	I	4B71	41515	445
18-220	CHWALEK	4	NUTE ROAD	INSTALL AN ABOVE GROUND POOL WIT	R	L	2A1	27000	295
18-223	LIZAK	29	WATERLOO CIRCLE	CONST. A STORAGE SHED	R	M	76200	9400	115
18-225	BREEN	6	NEWTON STREET	INSTALL AN 18' ABOVE GROUND POOL	R	39	3000	6000	85
18-234	NOONE	13	MERIDIAN DRIVE	INSTALL A 1/2 BTHRM IN BSMNT, INSTA	R	I	75S0	5000	75
18-238	MILLER	3	RABBIT ROAD	CONST. NEW FRNT & REAR DECKS, RPL	R	J	15C	7000	95
18-252	DOVER POINT COOPERATIVE	55	POLLY ANN TRAILER PARK	REMODEL OF A MANUFCTRD HOME	R	M	47C55	2000	50

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 87

Total Construction Value: \$8,004,920.00

Total Fees Collected: \$82,210.00

Commercial	0	Change of Use	0	
Commercial Renovations	16	Commercial	1	
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0	
Two Family Dwelling	1	Two Family Dwelling	0	
Multi-Family Dwelling Units	67	Industrial	0	
Industrial	0	Renovations	5	
Industrial Renovations	0	Manufactured Dwlg	0	
Manufactured Dwelling	0	Multi-Family Dwelling Units	57	
Single Family Dwelling	7	Single Family Dwellings	5	
Renovations Dwelling Unit	40	Accessory Dwelling Unit	1	
Demo. of a Dwelling Unit	3			
Accessory Dwelling Unit	1			
		Total	69	

Total Permits Issued: June 2018

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
17-468	WASHINGTON STREET MILL L	1	WASHINGTON STREET	CREATE 54 DWLLNG UNITS REAR ANNE C	C	23	1400	3800000	38025
18-119	BFG DOVER PROP CO. LLC	35	POINTE PLACE	CONST. JOB SITE & SALES TRAINLER	C	K	19-6	32000	345
18-149	MEASURED PROGRESS OF DO	19	EDUCATION WAY	CONST. ADD. ONTO A UTILITY BLDG	C	E	2710	192000	1945
18-161	LICKEE'S & CHEWY'S	53	WASHINGTON STREET	STE 100, TENANT FIT-UP, LICKEE & CHE	C	2	3500	127456	1295
18-219	60 POINTE PLACE	60	POINTE PLACE	UNIT 29, TENANT FIT-UP, SADHANA	C	K	19-5	65000	675
18-226	TENDERCROP FARM AT THE R	123	DOVER POINT ROAD	ERECT 2 EVENT TENTS	C	M	52B0	1000	35
18-266	HUNT	493 495	CENTRAL AVENUE	TENANT FIT-UP FOR BUSINESS USE	C	3	6000	20060	225
18-312	MEASURED PROGRESS	100	EDUCATION WAY	RE-ROOF TWO NORTH ROOFS	C	E	27B0	20718	235
17-551	MECHAPEL LLC	15	MECHANIC STREET	& 17 CHAPEL ST., 15 APRTMTS, 3 STORY	C/R	24	98 99	2138500	21415
18-018	CARNEGIE HOLDINGS, LLC	15	THIRD STREET	MIXED USE MERCNTL/R-2 RESDNTAL	C/R	6	54A	1116600	11191
18-036	CARNEGIE HOLDINGS LLC	21	THIRD STREET	MIXED USE MERCNTL &/R-2 RESDNTAL	C/R	6	54A	1824480	18265
18-265	PRESERVATION MANAGEMEN	35 37 39	SYLVAN DRIVE	REPAIR OF WATER DAMAGE IN DWLLN	C/R		20A4	2144	845
18-188	STROAGE BARN	385	SIXTH STREET	CONST. STORAGE BLDG.'S N,O,P & Q	I	D	16	460800	4635
18-208	CITY OF DOVER	31	RIVER STREET	CONST. A MUNICIPAL TIDAL DOCK	M	22	1	130000	0
17-403	C/O KNOX MARSH DEVELOPM	39	DOVER NECK ROAD	CONST. A SFD W/ATT. 2 CAR GARAGE	R	M	79B	312000	3145
18-116	INDIAN REIDGE AT DOVER, LL	202	EMERALD LANE	CONST. A SFD W/ATT. CAR GARAGE	R	F	15-32	180000	1825
18-146	INDIAN RIDGE AT DOVER LLC	150	EMERALD LANE	CONST. A SFD W/ATT. 2 CAR GARAGE	R	15-4	41	203000	2055
18-186	FNMA (BANKOWNED)	9	SHADOW DRIVE	REPLACE EXT. WINDOWS	R	I	77-60	7500	105
18-189	FILION	17	BOSTON HARBOR ROAD	DEMO SFD & DETACHED GARAGE	R	7	10-0-0	5000	50
18-190	FILION	17	BOSTON HARBOR ROAD	CONST. A SFD W/ATT. 2 CAR GARAGE	R	7	10	600000	6025
18-204	CANNON	164	VARNEY ROAD	FNSH BSMNT FOR ADD'L LIVING AREA	R	A	3260	18800	215
18-214	SINGH	17A	PISCATAQUA ROAD	CONST. FOUNDATION FOR A SFD	R	I	93	15000	175

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-222	CRYSTAL	24	ELMVUE CIRCLE	INSTALL ROOFTOP SOLAR ARRAY	R	21	3800	21586	241
18-224	WEBBER	254A	DOVER POINT ROAD	REPAIR TO EXSTNG PIER & REPLC 15' O	R	L	96M	14000	187.3
18-232	MONROE	44	NEW ROCHESTER ROAD	CONST. NEW FREE STANDING LANDIN	R	39	69F0	4500	75
18-237	DUNTON, DEBRA	450	SIXTH STREET	CONST. A FRONT PORCH	R	B	1E0	9000	115
18-239	RANALLI	583	SIXTH STREET	CONST. A MSTER STE ADD. W/FARMER	R	A	4000	50000	525
18-240	PROVINCE REALTY TRUST, LL	45	PICNIC ROCK DRIVE	CONST. A SFD W/2 CAR GARAGE UNDE	R	16	2018	175000	1775
18-241	PROVINCE REALTY TRUST LL	42	PICNIC ROCK DRIVE	CONST. A SFD W/2 CAR GARAGE UNDE	R	16	2012	175000	1775
18-242	TWEEDIE	14	KENT AVENUE	INSTALL 5 REPLACEMENT WINDOWS	R	K	17P4	10000	125
18-244	SYLVIA	6	ERIK DRIVE	INSTALL 1 REPLACEMENT SLIDING DOO	R	B	19D0	4000	65
18-246	BIRD	12	BIRCH DRIVE	INSTALL REPLACEMENT WINDOWS	R	I	83M	5500	80
18-247	PARKER	46	CHILDS DRIVE	FINISH BSMNT, OFFICE/FAMILY RM	R	N	8AD	20000	225
18-249	GAGNON	97	GULF ROAD	CONST A REAR DECK	R	N	14D0	12000	145
18-251	MESSINA	43	HAM STREET	PERFORM INT. RENOVATIONS	R	27	5500	3000	55
18-257	PIGEON	39	VARNEY ROAD	REPAIR DECKS	R	A	1900	4500	75
18-258	SPELLMEYER	90A	PORTLAND AVENUE	REMODEL APT. BATHRM	R	24	7200	8645	115
18-259	PELLETIER	2	ARBOR DRIVE	CONST. A SFD W/ATT. 2 CAR GARAGE	R	I	77W0	210434	2125
18-260	PELLETIER	2	ARBOR DRIVE	DEMO. SFD AFTER DESTROYED BY FIRE	R	I	77W0	6000	50
18-262	NELSON	108	SILVER STREET	RENOV. KITCHEN & CONST. A 3/4 BATH	R	12	12900	45000	475
18-268	MARANHAS	123	BACK RIVER ROAD	INT. ALTER. & CONST. A NEW BATHRM	R	I	46B0	15000	175
18-271	JENIS	23	ISAAC LUCAS CIRCLE	CONST. A SHED	R	M	90B2	11903	145
18-272	HAMER	18	TOFTREE LANE	CONST. ADDITION W/DECK	R	M	14800	40000	425
18-277	HOPPER	127	SPUR ROAD	REPLACE 4 WINDOWS	R	L	3000	7000	95
18-282	INDIAN RIDGE AT DOVER, NH	144	EMERALD LANE	CONST. A SFD W/ATT. 2 CAR GARAGE	R	F	15-43	222300	2245
18-288	INDIAN RIDGE AT DOVER, NH	160	EMERALD LANE	CONST. A SFD W/ATT. 2 CAR GARAGE	R	F	15-40	160000	1625
18-289	INDIAN RIDGE AT DOVER, NH	188	EMERALD LANE	CONST. A SFD W/ATT. 2 CAR GARAGE	R	F	15-35	203130	2055

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-295	MCPHEE	165	MOUNT VERNON STREET	CONST. A REAR DECK & INSTALL SLIDI	R	29	3300	6000	85
18-303	CHARPENTIER, TINA	79	DREW ROAD	REPLACE 2 PATIO DOORS	R	I	26B0	9050	115
18-304	JOY	95	BELKNAP STREET	CONST. DECK AROUND POOL AREA	R	12	11800	26000	285
18-311	HANNA	56	DURHAM ROAD	UNIT 19, FINISH BASEMENT	R	I	9B19	8000	105
18-315	CORREIA	44	TOLEND ROAD	INSTALL AN A/G SWIMMING POOL W/A	R	G	24K1	7000	95

Total Permits Issued: 52

Total Construction Value: \$12,765,606.00

Total Fees Collected: \$128,404.30

Type of Permits Issued		Certificate of Occupancy's	
Commercial	7	Change of Use	0
Commercial Renovations	5	Commercial	0
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	1
Multi-Family Dwelling Units	130	Industrial	0
Industrial	1	Renovations	2
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	10	Single Family Dwellings	11
Renovations Dwelling Unit	24	Accessory Dwelling Unit	1
Demo. of a Dwelling Unit	2		
Accessory Dwelling Unit	0		
		Total	15

PLANNING BOARD APPROVED PROJECTS

7/18/2018

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														
STF	58 New Rochester Road	A	12	0	12	6/26/2018	4/10/2018	Site	P18-11	40	43	6/26/2023	H	0.4
Hellenic Realty	333 Central Avenue	A	18	0	18		3/27/2018	Site	P18-04	2	19		H	0.5
Salty Sea	52 Old 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	38	0	38		5/8/2018	Site	P16-31C	31	14		H	1.1
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			361	39	322									4.0
Multi-Family:														
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			130	72	58									14.3
Subdivisions:														
TDKA	99 Sixth Street	H	4	0	4	6/26/2018	6/12/2018		P18-07	35	57	6/26/2023	H	1.4
Singh	Couty Farm Cross Road	H	4	0	4	3/14/2018	10/24/2017	3/15/2018	P17-58	B	6G	3/14/2023	H	1.4
Coughlin	Piscataqua Road	H	3	1	2	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	3/6/2018	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	1/10/2018	P16-25	N	18	11/17/2022	G	6.0
Copley	Pear Drive	H	7	6	1	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	28	21	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
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	17	4	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
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	28	4	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			265	160	105									92.8
Elderly:														
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			61	60	1									
TOTAL APPROVED UNITS			817	331	486									111

2

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

Product and Process Outcomes

Dover Youth to Youth staff met with United Way of the Greater Seacoast on May 24th to finish organizing details for the Granite Youth Alliance Film Fest to be held on June 10th -11th at O'Neil Cinema in Epping NH. Twelve teams involved in the Granite Youth Alliance have submitted films for this event.

The Community Service program continued to track six active participants in May and four in June. A combined total of 19 community service hours were completed. None of the participants finished his/her assigned hours.

The City of Dover hosted the May meeting of the Tri-City Mayor's Task Force on Homelessness. Community Development Planner Carpenter attended as one of the City's representatives.

On May 14th Sergeant Pettingill provided the final block of instruction for the Student Citizens Police Academy. A total of 17 Dover High School students attended and graduated the academy. The adult Citizens Police Academy will kick off sometime in October.

It Is All About Service

In October, the Monday night Youth to Youth team voted to pursue state legislation that would have the effect of making it illegal for tobacco to be sold to anyone under the age of 21. However, in February the measure was tabled following a vote of the full NH Senate. The issue cannot move forward at the state level until next year at the earliest. Dover Youth to Youth has decided to propose a local city ordinance that would accomplish the same thing in Dover. This month the students wrote an email to the mayor asking if she would consider sponsoring the ordinance and she has agreed to do so. It will be placed on the agenda in early June.

The Dover Diversion Committee met in May & June. As of the end of each month, the breakdown of cases is below:

May:

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

June:

0 cases already in active diversion contracts
0 successful completion and release
0 new cases heard during the month
0 cases awaiting the next meeting.
1 case returned for prosecution due to non-compliance.

The Assistant City Manager continues to advise both the Garrison and High School JBCs/SAU on planning and traffic related issues. For the High School project, the Assistant Manager assisted in the review of the Animal Science building component of the CTC, and keeping the JBC updated on the solar panel project.

Planning and Community Development staff met with the preferred 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. In developing the scope, staff worked with PlanNH to adjust the grant amount to broaden the scope to bring an architect onboard. ff the project on June 26th at its meeting. It assigned a steering committee to work with the consultant, Resilience Planning.

The newest subcommittee within the NHGFOA is the Purchasing Committee. Previously known as the NH Purchasing Managers Group, this group started informally over ten years ago as a way to network and share information among some the larger cities in New Hampshire, and has since grown to include over twenty-five (25) member cities, towns, and school districts, as well as the State of New Hampshire itself. The group meets quarterly and rotates meeting locations around the state to facilitate and encourage attendance. Its purpose is to assist members to improve their procurement processes, to collaborate on purchasing opportunities where possible and to provide learning opportunities. The group requested to affiliate with NHGFOA as a way to attract new members, get its message out to a broader audience and to assist those communities within the state which may not have established purchasing functions, yet are looking for ways to save dollars through process improvements and the opportunity to participate in and learn about collaborative efforts available to NH governmental units. Ann Legere, Purchasing Agent for Dover, is the Chairperson for the committee.

Assistant City Planner Piekut resolved complaints regarding farm animals and extensive illegal signage and continued working toward resolution on two outstanding junkyard complaints.

Fire & Rescue achieved renewal of its CLIA certificate. CLIA stands for Clinical Laboratory Improvement Amendment with additional information found that <https://www.cms.gov/Regulations-and-Guidance/Legislation/CLIA/index.html>. The Centers for Medicare & Medicaid Services (CMS) regulates all laboratory testing (except research) performed on people in the U.S. through the Clinical Laboratory Improvement Amendments (CLIA). In total, CLIA covers approximately 260,000 laboratory entities with Fire & Rescue being one of those. The objective of the CLIA program is to ensure quality laboratory testing and all clinical laboratories must be properly certified to receive Medicare or Medicaid payments. Since some of the emergency medical procedures Fire & Rescue staff are trained to do fall under the realm of laboratory procedures and Fire & Rescue bills Medicare and Medicaid for applicable ambulance transports, having this certificate is actually very important. This is one of the many compliance issues that Division Chief of EMS Michael McShane handles.

Planning and Community Development staff worked to revise site and subdivision regulations through amendments. These are related to streamlining the process, and to incorporate the provisions of Chapter 92, driveways into the subdivision regulations. The Subdivision amendments were adopted by the Planning Board after a public hearing.

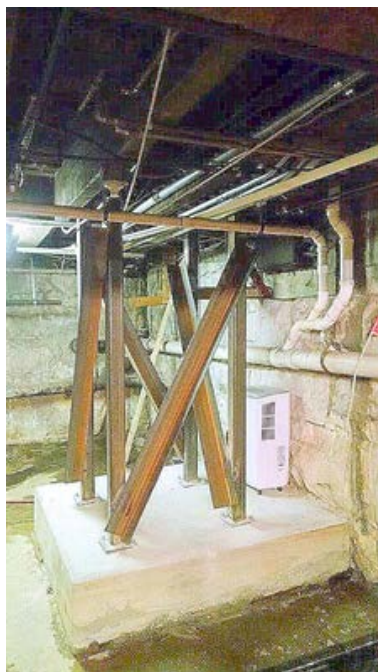
Working with Strafford Regional Planning, Planning staff and the Planning Board reviewed amendments to the landscape ordinance. These amendments are focused on tying landscaping and stormwater management together to create a more robust stormwater management process in Dover. The amendments also increase the quantity and quality of trees and shrubs required on a site.

A meeting of the recently formed Planning Board subcommittee on rezoning was held on May 29th. This committee is set up to review existing and proposed amendments to the zoning code which will enhance commercial opportunities in Dover. The group reviewed process and developed a goal of not immediately assigning new zones, rather it will identify areas that are opportunities for rezoning. More details will be worked out after all the full City has been reviewed.

Planning and Community Development staff and Community Services staff worked with the developer of 104 Washington Street to review the offsite improvements package to layout traffic flow improvements on Chestnut and Washington Street. The Council awarded the bid for this package to Fulcrum and Associates in April. In May work began with an estimated completion for the project in June of 2019. The groundbreaking for the site was held May 24th.

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.

Fire and Rescue is excited to say the new turnout gear cleaning extractor for the Central Fire Station is finally installed after many challenges were found which are normal for a building built in 1899, and due to the availability of a limited pool of extractor installers which caused several delays in this project. Ultimately, the vendor chosen was able to complete the work with the assistance by several of the on-duty crews, which prevented even further delays. A concrete pad had to be poured to supplement the substandard concrete basement floor and a welded metal frame had to be built to support the floor above it from the vibration that comes from these industrial size washers called extractors. The photo below shows the concrete pad and welded metal frame and the photo to the right shows the installed extractor in the turnout gear room.



With the completion of this installation, each station now has an industry standard turnout gear cleaning extractor! As smoke products are carcinogenic, cleaning the firefighter's turnout gear after fires is highly important!



Planning and Community Development as well as Community Services and Recreation staff met to review outstanding issues at Park Street Park. This park was rehabilitated in 2011, and a project in the vicinity provided funds for adding to the rehabilitation. That work includes paving the walkway around the park, and adding more benches and picnic tables.

Planning and Community Development staff met with residents interested in commemorating the creation of the Teenage Mutant Ninja Turtles these comic book, TV and movie characters were created in Dover in 1983.

Planning and Community Development and Legal staff reviewed Federal, State and local regulations regarding communications towers to prepare for a Zoning Board request to allow a 180 foot tower where it would not ordinarily be allowed, on Henry Law Avenue. In addition to the ZBA request, the Heritage Commission and Planning Board would need to be involved in a site plan review, should the variance be granted.

Downtown merchant marketing events produced by DBIDA, the Dover Retail Committee and Dover Main Street involving 90 downtown merchants with extended evening hours was highly successful bringing a 3,000 shoppers to Dover and many thousands of dollars. This success has now expanded to a First Friday monthly event, the first of which was an Art Walk with merchants displaying local art of all types and selling their own products in the process. It was a great success for local artists and local merchants. PR and media programs are underway to get regional shoppers/ art lovers to Dover on the first Friday of every month.

The DBIDA/Dover Retail Committee is meeting regularly and is planning the next Hot Diggity Dog Saturday event with Dover Main Street. (Goal 1)

Dover Retail Committee formed with local merchants and this group will sustain ongoing downtown merchant serving activities. Meeting monthly, the DRC is actively engaged with DBIDA in making the First Fridays program work.

DBIDA Board is now adopting an Operations Effectiveness Program that defines the DBIDA Board Member role and assesses Board Member effectiveness personally and with anonymous peer review relative to the Strategic Intentions Plan Objectives.

(Goal 1)

The Career Technical Center or CTC Firefighter Academy students attend the required two days of training in May at the New Hampshire Fire Academy as a step to become certified firefighters. This program is a collaborative between Dover Fire and Rescue and the Dover High School with Fire and Rescue staff assisting as instructors and while providing the needed equipment required by the program. The photos taken during last year's class shows several Dover CTC students engaged with the Fire Academy car fire simulator, which is one of the many skill requirements that the student must show competency in to achieve the accredited certification that is good in over 30 states in the United States. CTC students practiced ladder work, search work, fire extinguishment inside training buildings, and also sat through the flashover simulator which is the only relatively safe method for students to watch in simple terms, the stage of fire growth culminating when a room entirely ignites in fire. (Goal 5)



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.

Recreation accepted registrations for all summer programs in May. The Playground program for Dover residents is full and will run from June 25th to August 10th. Registrations were taken for Fun on Stage and Music Theater camps held in June & July. PiYo, Zumba® and Interval Toning classes have been on-going and will be offering an early morning summer Interval Toning class. The Butterfield Gym has served as host for the eighth annual McConnell Center Tenants Collaborative Blood Drive. Supervisory staff have been conducting interviews to hire for summer staff. Employees are also preparing inventory and supplies for the programs beginning in June.

Pictured to the right is the 'new rock' placed outside Children's Room of the Dover Public Library. The rock was donated by Fulcrum Construction. It was dug up from the construction site of the old Robbins Building and delivered to the library for their Summer Reading Program "Libraries Rock!". Thanks to Mike Slader of Fulcrum for his help! As you can see, it is the perfect rock to sit and read on.



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 Jenny Thompson Outdoor Pool opened for Seacoast practice on the 15th of May with Senior and Junior groups using it exclusively as well as the Oyster River Otters taking some time. Great Bay Masters has seen the usual 30 swimmers during their practice times and will begin swimming at the outdoor pool on June 3th. The month of June will see registrations for summer swim lessons as well as the opening of Jenny Thompson Pool to the general public. Attendance as follows: Adult Lap Swim: 75-100 Swimmers daily, Rec Swim: 15-25 swimmers daily, Pool Rentals: 4 pool rentals, 2 of which were Birthday Parties, Great Bay Masters: 25-30 swimmers

May is a busy month for off-ice events and spring programs wrapping up. "The Cirque" hosted by Garden Bros Circus brought in sell-out crowds for all three shows. The Yard Sale hosted by New England Events also brought in a very large crowd for Saturday's event. Roller derby continues to practice once a week and Camp Kool programming is in full-swing. The Holt Ice came out on the 17th and will be out until July 5th for maintenance purposes. Summer programs and leagues are filling up. Camp Kool is full every week but the second week. The Arena is being cleaned and painted so it is ready to go for another year full of programs. Adult and Youth Stick Practice: 255, Birthday Parties: 1

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. This month members visited and cheered on the Red Sox at Fenway, exercised their brains in Braineology class and hosted an Iceland: Land of Fire and Ice slideshow to debut the center's June 2019 trip overseas!

The Henry Law Park Adventure Playground is busy with many visitors daily this month. There are several small projects in the park this spring to enhance the work that has already been done. These include additional brickwork and the addition of shade sails is out to bid.

Discussions are underway with Skatepark patrons to begin the planning for the relocation of the River St. 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.



Pictured above is a library patron showing his love of the Summer Reading Program!

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

Mother Theresa

The Dover Teen Center calendar for May of 2018 consisted of educational and social programming for its youth participants. For the month, the teen center hosted a total of 622 participants on 21 days of programming, which yielded an average of just under 30 participants per day. Program highlights are below:

MAY

TC Special Event - "Heroes vs. Villains Challenge" (5/3)
 TC Special Event - "Spring Fever BBQ" (5/8)
 TC Special Event - "Intern Appreciation Night" @ Dover Bowl (5/10)
 TC Arts In Action Programs & Events
 Every Wednesday - Downtown Art Mural Project w/ Brian Cartier
 "Student Performance Showcase" (5/11)
 Music and Creative Storytelling Recital
 TC Movie Afternoon - "Maze Runner: Death Cure" (5/18)
 TC Snack Special - "Tacos" (5/14)
 TC Sports Event - "Hoops Hot-Shot Challenge" (5/21)
 TC Academic Special - "Academic Challenge - Homework Club" (5/26)
 TC Movie & Music Special Event - "Dark Side of Oz" (5/29)

4 new registration applications in May.



Dover Teen Center participants pose for a picture while working on the downtown mural during the Arts in Action program.

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.*

Planning and Community Development staff met with a potential tenant for the Dover Transportation Center. This tenant would like to work with the existing train volunteers to create a welcoming environment for train, bus and carpool users of the Center. A proposal for the use of the space is being reviewed and if possible, a lease will be drafted for the City Council's review and consideration.

Planning and Community Development and Legal staff worked with the preferred developer selected by the Cochecho Waterfront Development Advisory Committee to outline the process for developing a Land Disposition Agreement. This negotiation will be in two stages, development of a term sheet and development of an LDA. The goal is to wrap the negotiations up in early Fall 2018, and have CWDAC, the Housing Authority and City Council review in the fall/winter.

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.

Pictured below is the new paddle sports dock which is accessed from River Street.



Pictured below is a shot of the busy arena during the Indoor Yard Sale.



Playgrounds registrations were full by May 31st and began on June 25th. The program will continue for 7 weeks, and includes activities at the playgrounds, transportation to the Jenny Thompson Pool and weekly field trips. Fun on Stage is a theater and music camp that was held June 25th to 29th at the City Hall Auditorium. The program filled quickly but the instructor was able to add some from the waitlist. Music Theater will begin on July 9th for the older kids. Coach Casey conducted his annual Green Wave tennis camp for Grades 1-9 at the Woodman Park Tennis courts from June 26 – June 29th. Adult fitness classes continued with Interval Toning switching to an early morning summer session on Tuesdays & Thursdays at 7:30am. PiYo will resume with a new session on July 18th.

The Jenny Thompson Pool opened to the public on June 18th and has been very busy with camps such as Berwick Academy, St. Mary's, Tri-Star, Kittery Recreation, Eliot Recreation as well as the City of Dover summer camps. The Indoor Pool started their sessions of swim lessons on June 25th, Swim lessons are 95% full. Swim teams such as Seacoast Swimming, Oyster River, Exeter Swim Team and Cannonball Swim have been taking advantage of both facilities and practicing on a regular basis. The Jenny Thompson Outdoor Pool sees between 150 and 300 rec swimmers per day with an additional 20-30 coming to swim laps. The Indoor Pool has seen the usual 75 lap swimmers as well per day. Hydrofitness has continued for the summer and regularly has about 10-15 participants. During the month of June, the Jenny Thompson pool hosted two weekend long swim meets and hosted 3 birthday parties.

June at the Dover Arena is a busy time gearing up for the new season. The Arena ice surfaces were off line this month but the office remained open taking registrations for programs. Camp Kool has started and is just about full for all 8 weeks. Roller derby continues to practice once a week on the Foster Rink floor. Summer programming has been busy the first day of skating is July 5th and all skating programs start on the 9th of July. COED League is full with 112 players and Over 45 Summer League is full as well. The boards have been cleaned and all new dasher board advertisements have been put up. The month of July brings in summer hockey camps, leagues, and programs. Adult and Youth Intro to Hockey is filling up and Learn to Skate is also gaining numbers. July 7th will be the first Rock Night of the season.

In June, Senior Center members visited the New Hampshire Farm Museum, Foster's Lobster Bakes, and Narragansett Bay in Rhode Island. Fitness classes were on a two-week hiatus this month. A couple of special events took place in June; Roadwise Driving with 15 attendees and Dr. Dan's Back Pain/Sciatica Workshop with 20 attendees.



Pictured right, members of the Dover Senior Center pickleball program competed in a tournament held at Birch Hill Camp in New Durham on June 2nd and 3rd.

Pictured Left, members of the Dover Senior Center enjoy a Rhode Island Lighthouse Cruise.



The month of June also saw a major operation change at Fire & Rescue. Many layers of procedures both internally at Fire & Rescue and at the City's Public Safety Communications Bureau were changed to where now instead of Fire & Rescue vehicles being dispatched by their vehicle number such as Engine 4, vehicles are dispatched by a station number. Before the change, if Engine 9 was assigned to the South End Fire Station, it would be dispatched as such. If Engine 9 experienced a breakdown and was replaced by Engine 6, then Engine 6 would be dispatched from that station. When several vehicle changes occurred mid-shift which is commonplace with the size of the fleet Dover has for scheduled maintenance, training, and the occasional breakdown...it is very confusing for the City's public safety communications Bureau to track and for our command staff whose primary responsibility is crew accountability at major incidents. Additionally, Dover Fire's incident reporting system which is somewhat outdated, can only track one number, meaning either the vehicle number or the station number and when vehicles change frequently as they do, the ability to mine call volume data accurately by a district is impossible. Mining call volume data accurately is a primary requirement for organizational decision-making to meet the requirements of either ambulance service accreditation or fire service accreditation.

In June, the North End Fire Station became Station One, the Central Fire Station became Station Two, and the South End fire Station became Station Three. Whatever vehicle is operating as the station's primary vehicles at that given moment will be known as engine plus the station number or ambulance. Reserve vehicles staffed by recalled personnel for major incidents, will still be tracked by vehicle number. Looking ahead to when the next station is built which is projected to be in the Dover Point area near Middle Road sometime in the next 10 years, that would become Station four. This means that it doesn't matter if it is Engine nine which normally runs from the South End Station, or reserve Engine five when running in its place, as that vehicle for that district will be dispatched as Engine three. In one month, this change is proven to be easier on the crews staffing the vehicle, easier on the Public Safety Communications Bureau, and easier on the command staff. We also are now acquiring accurate data at the district level which we were not acquiring before. This change ends the tradition which has lasted for as long as anyone can remember organizationally, tracking data by vehicle number regardless of its location. Vehicle data that is still needed is still tracked through an existing and different system which is through daily maintenance records recording vehicle usage, mileage, engine hours, and the like.



Parking spaces have been added to the southerly side of Fourth Street, between Chestnut Street and Central Avenue. Although there has always been public parking on that side, the lack of painted parking stalls led drivers away from using them.

On June 20th, Dover Youth to Youth held its annual awards banquet. All Youth to Youth members and their families are invited to the Dover Elks Lodge for dinner, student performances, the presentation of scholarships, and the annual student performance awards.



Dana Mitchell and Captain Terlemezian with graduating senior Violette Ramy. Violette along with 4 other graduating seniors received a \$750 scholarship from Dover Police Charities. Violette was also nominated as the Dover Youth to Youth Advocate of the Year.

Parking Manager Bill Simons is working with clients and staff at Community Partners to update the disabled parking symbol being used in most applications. According to those involved at Community Partners, many disabled persons feel the current icon is outdated and represents just the older population. The new icon depicts a wheel chair racer and they hope to bring the change statewide. Bill Simons is connecting the group with the Governor's Office on Disability to make sure the change would be authorized.



New version.



Current version.

For the month of June, the Teen Center hosted a total of 548 participants on 21 days of programming, which yielded an average of just over 26 participants per day.

These numbers include the entire first week of our Summer Zone Program, during which the Dover Teen Center features trip and drop-in days that are typically 9:30 am-5:00 pm and average between 12-20 participants, thus resulting in our lower daily average.

Some program highlights for the month of June 2017 included, but were not limited to the following:

TC Skills Challenge – “Ring-Toss” (6/4)
TC Friday Flix – “Tomb Raider 2018” (6/8)
TC Snack Special – “Hot Dogs” (6/12)
TC Special Program – “Community Buck\$ and Academic Challenge Raffle” (6/13)
TC Special Event – “School’s Out BBQ” (6/20)
TC Sports Trip – “Portland Sea Dogs Night Baseball Game w/ Fireworks” (6/21)
TC Summer Zone Trip – “Ellacoya State Park” (6/25)
TC Summer Zone Trip – “Old Orchard Beach” (6/26)
TC Summer Zone Sports Trip – “NH Fisher Cats Night Baseball Game” (6/27)
TC Music Event – “DOVERPALOOZA’S School’s Out Show” (6/28)
TC Summer Zone Trip – “Alton Bay” (6/29)

There were 7 new registrations in the month of June.

The parking van has been completed with the installation of a protective barrier and shelving. The van allows the parking officers to have a supply of parts and meter supplies (paper rolls and coin canisters) with them to improve efficiencies.



Above, a Fireworks display at the June 21 Dover Teen Center trip to the Portland Sea Dogs game.

Dover Teen Center interns provide all kinds of help, mentorship and guidance to the kids that attend the teen center. Pictured right, an intern also provided a summer buzz cut to one of the teen center participants.



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

Fire and Rescue participated by staging at Zebra Crossing's Mom's on the Run road race/walk on May 13th & the Triangle Club's Spirit of Recovery race/walk on May 20th. This type of presence provides Emergency Medical and Fire protection at the special events where crowds of our citizens and visitors are. Both road races are part of the Dover Race Series races that can draw upwards to a thousand people in some instances.

During May 2018, Detective Matthew Travaglini, instructed "Blue Courage" training to a group of police officers in West Hartford, VT on May 14 & May 15, 2018. He also conducted "Civilian Response to an Active Shooter" (CRASE) training at Pentair on May 16 & May 17, 2018.

The Assistant City Manager was interviewed by WOKQ about local development activity and about the need to promote public engagement in the planning activities.

Detective Travaglini also conducted a "Security Walk Through" at the city's Community Services Office at the Pine Hill Cemetery on May 17, 2018 and at the United States Department of Agriculture field office on May 23, 2018

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 1,673 fans).

Planning and Community Development as well as Community Services staff met with abutters and the developer of the Third Street redevelopment project to review and understand abutter concerns and to give abutters a chance to learn how the project will be built and how construction activities will occur in the tight downtown site.

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 468 Facebook (City of Dover NH Planning) friends and 841 followers on Twitter @DoverNHPlanning).

Assistant City Planner Piekut and Community Development Planner Carpenter served as presenters for a NH Local Energy Solutions Webinar focusing on Energy and Master Plans.

The Systems and Technology librarian taught five free Word and Excel classes for patrons.

Through the shared Dovertnet Library System, Dover Public Library made 114 loans to Dover schools in May and 27 in June and borrowed 186 items in May and 135 in June from the schools. (GOALS 2 & 5)

The library's system administrator aided school librarians with 9 Koha ILS issues in May and 13 in June. (GOALS 2 & 5)

Two librarians represented the Public Library at Woodman Park School's Diversity Night in May. (GOAL: EDUCATION shared services) (GOALS 2 & 5)

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

On May 11th, three members of Dover Youth to Youth presented at WDH during the Strafford County Opioid Summit. The students highlighted some of their accomplishments – as well as the activities of other youth groups in the county.

During April and early May – ten fifth graders from Dover Middle School were trained in how to perform the Samantha Skunk medicine safety program. These were all students who excelled in the DARE program. On May 18 these students performed 4 presentations of the medicine safety lesson at Horne Street School in the kindergarten classes. During this school year, every kindergarten class in all 3 Dover elementary schools received this training.



5th graders perform Samantha Skunk Rx to the kindergarten of Horne Street School on May 18, 2018.

Below, staff from Melrose, MA came to the McConnell Center and observed our Y2Y meetings on May 18th, reviewed the Toolkit, and discussed our program with students and staff.



On May 20th five members of Dover Youth to Youth gave a presentation to the fifth graders at the Deerfield Community School in Deerfield, NH. The presentation focused on alcohol and tobacco advertising – and was designed to expose the students to Youth to Youth. The school plans to start a similar group in the fall.



Students from the Deerfield Community School 5th grade class listen to Dover Youth to Youth students talk about being youth advocates.

On May 29-31, three members of Youth to Youth traveled to Keystone, Colorado to present at a statewide conference. The students presented a 3-hour session on policy change and a 1-hour session on developing media messages and programs to challenge the alcohol industry and its advertising. The state of Colorado paid all the expenses for the students and staff to participate.

Five former Youth to Youth members, currently in college, were hired by the Coalition in North Platte, Nebraska to put on a 3-day Youth Advocacy summer program in that community. The Coalition paid them directly. Dover Youth to Youth helped by assisting North Platte in connecting with the presenters and providing the presenters with training materials and visuals to use during the training. All five were active members of Youth to Youth for at least 7 years.

The library has 3,890 subscribers to its two monthly e-newsletters.

Library staff posted 158 items to its various social media platforms in May, 120 in June. Total social media platform followers at the end of June were 10,111.

The library blog was viewed 96 times in May and 152 in June.

Fire Inspector Rebecca Jalbert also conducted a safety talk using Fire & Rescue's Safe Trailer, for students at Horne Street School. Students are brought into the simulated back bedroom where they and students teachers receive a presentation on how to evacuate their home in the event of fire, while theatrical and non-toxic smoke fills the rest of the trailer. When, the smoke detector activates, the students using the tools just learned, crawl low under the smoke and out the front exit door. Practicing in this manner provides the students the tools to know what to do in the event a fire in their home. In most years, Dover's Elementary School's get their safe trailer visits in October but with the build of the New High School and the high inspection load that build requires, the Safe trailer visits to Dover's elementary schools were spread out throughout this school year rather than grouping the 13 days needed to complete this training in one block.

Fire and Rescue also assisted Wentworth Douglass Hospital with a babysitting class in May, 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.

Library 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.

In May, the Library also hosted a special "Family Travel Outreach" day, at the request of the National Passport Center, on Saturday, May 19. Walk-ins were accepted (no appointment required) and 14 applications were processed that day.

Dover Youth to Youth students provided the **History of Lies** presentation to the entire Dover Middle School fifth grade in an assembly on June 8th. The 50-minute presentation contrasts the way tobacco has been advertised over the years with the consequences of using various tobacco products.

Community Development Planner Carpenter performed several monitoring visits with FY18 CDBG grant recipients to confirm compliance with award requirements.

The Assistant City Manager served as a juror on the PlanNH merit awards panel. This panel reviews submissions to PlanNH of projects around the state which promote the built environment and smart growth activities and policies. This was the fifth year the Manager has served in this capacity.

Sgt. Speidel worked closely with Garrison Elementary School staff to coordinate a two mile "fun run" on June 3. The proceeds from the event were earmarked for the international organization Grassroots Soccer. It was also the culmination of the school's physical education initiative.

On June 11-13, five members of Dover Youth to Youth traveled to Raleigh, NC to teach in the North Carolina Youth Summit. The Dover students provided a series of three 90-minute sessions on advocacy skills and drug prevention concepts. The Dover training team also provided a 45-minute plenary session to the entire conference of 200+ attendees on legislation and policy change.

May is often one of the busiest months for citizen engagement in public outreach and May of 2018 was no exception! Fire & Rescue with on-duty and off-duty members, participated in the Dover Main Street sponsored Dover pride cleanup day by assisting the couple other civic groups with the cleanup of the Dover Transportation Center on Chestnut Street.

Pictured right, various members of D-Shift are hard at work cleaning off the old mulch and debris from some traffic islands and are preparing to spread new mulch.



"Communication is what makes a team strong."

- unknown author

In May, Fire and Rescue continued work on this year's Fire Safety Festival theatrical show to be given to all elementary schools in Dover in June. Rehearsals were held, songs were recorded, and the bags that each student takes home filled with safety messages and a show themed T-shirt were stuffed with the assistance of NH Homeland Security reps and from Community Partners. Fire and Rescue also provided a safety talk and fire drill for the elderly residents at Covered Bridge Manor and participated in an Egg drop event from the Aerial Ladder Truck, at the Dover Elks Lodge, for an Elk's affiliated children's group.

The capstone for community outreach in June (and for the year of 2018 most likely) was the delivery of the Fire Safety Festival as it is called, in all of Dover's Elementary Schools, Public and Private. This can be considered Public Outreach, but its complexity really requires the department to modify substantially its operations for the week it is delivered. Daily schedules are modified for all staff while trainings and other major projects are deferred or moved where possible, and the entire workforce bands together to deliver a theatrical show that is trucked from school to school and delivered to all

elementary schools over a 4-day period.

All of this is accomplished while continuing to meet the ever present daily demand for Fire and Emergency medical services. This year's show was a partnership with NH Homeland Security and Emergency Management, with some grant funding that will send the video of the show State wide to all elementary schools later this year. This year's theme was all about messages revolving around being prepared for natural disasters, having a safety kit good for three days in one's home, and lightning storm safety, just to name a few.



The photo above, taken at Woodman Park School, the students are watching Leon the Lion played by Firefighter/Advanced-EMT Quinn Duffy and with his projected voice played by Lieutenant Craig Comeau, talk about lightning safety introduction at the start of the show.

The photo below shows students hearing a safety message from Leon, Elsa, and Sparky the Fire Safety Dog!



The photo below is taken during one of the safety songs that reinforce the various safety messages with Elsa in the center of the photo.



This year, special thanks goes to Dover Middle School Student Elsa Rogers who had one of the lead roles and who contributed many hours to the shows development and delivery, alongside the Fire & Rescue staff. Additionally, many local businesses and community members donated to defray the costs of the show along with numerous restaurants who donated the food that is needed for lunch during each delivery day. With two shows a day with one in the morning and one in the afternoon...and a midday move even from St. Mary's Elementary to PCA, there is little time for the performers and support staff to get lunch.

The Fire Chief, as well as the City Manager, would like to thank the approximately 15 members involved directly in the show either out front delivering the messages, behind the scenes readying props, running the sound and lighting systems, as well as the rest of the department who shoulder the additional load while these dedicated individuals work on and deliver this show. It truly is an all department commitment with countless hours donated outside of work time to ultimately bring needed safety messages to nearly every kindergarten through 4th grade aged student in Dover.

The show was primarily written by Lieutenant Eric Anderson with the songs written by various staff members.

On June 3, Officer Brown and K9 Barco conducted a demonstration at the request of a local business, "K9-to-5" located at 66 Third Street.



In May, Media Services oversaw the production and postproduction of the short films that appear in this year's Fire Safety Festival. Production locations included the New Hampshire Fire Academy in Concord, the Army National Guard in Concord, Central Station in Dover and the McConnell Center. The short films feature the mascots for Dover Fire and Rescue and the New Hampshire Department of Homeland Security, including Sparky, Leon the Lion and Ready Dog. Also starring in the movies and the live show was Elsa Rogers, a middle-school student in Dover. This year's production was in collaboration with the New Hampshire Department of Safety and Department of Homeland Security. The show's theme is preparedness. Each year, Media Services oversees the production of the short films, recording of the live shows, and the edited, complete show for distribution and broadcast.

Media Services is working with the City's 400th Anniversary Committee on a variety of endeavors leading up to the celebration in 2023. The Committee's second meeting was held in May.



Media Services in May continued to train and assist high school students with live broadcast production assistance. This work is also in anticipation of a small media studio at the new high school.

Media Services prepared and distributed several newsletters in May, 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 36 press releases and numerous updates to the website and social media in May.



In May, DNTV-22 televised live, rebroadcast and made available online 22 public meetings and 4 special events.

Dover Youth to Youth participated in the United Way's Film Festival this year. Student groups were asked to produce a short video on a substance misuse topic. In March, Youth to Youth students delivered a pitch to a media panel assembled by the United Way and were awarded a \$350 grant to defray expenses toward developing their short film. The Dover film, focusing on consequences of underage drinking, was completed and submitted in May and the premier was held at the O'Neil Cinemas on June 10 and 11. Dover's film was shown along with the films produced by 11 other student groups

In October, the Monday night team voted to pursue state legislation that would have the effect of making it illegal for tobacco to be sold to anyone under the age of 21. However, in February the measure was tabled following a 12-12 vote of the full NH Senate. The issue cannot move forward at the state level until next year at the earliest.

Dover Youth to Youth decided to propose a local city ordinance that would accomplish the same thing in Dover. In May the students wrote to the mayor asking if she would consider sponsoring the ordinance and she agreed to do so. On June 27th the proposed ordinance came before the City Council and 3 members of Y2Y testified in favor of it. The Council voted 6-1 to pass the ordinance.

On June 1, Dover Police Department employees, family members and friends participated in Dover's leg of the New Hampshire Special Olympics Law Enforcement Torch Run. These volunteers relayed the "Flame of Hope" over a distance of five miles between the jurisdictional boundaries of Somersworth and Madbury. **The Law Enforcement Torch Run** is one of the largest Special Olympics fundraising events in New Hampshire. Every branch of state, municipal, county and federal law enforcement has participated in the Torch Run, raising more than one million dollars in its history. In a series of 18 "legs" members of the law enforcement community run relays that cover more than 850 miles of NH roads. The runners carry the torch to the opening ceremonies of the Special Olympics Summer Games at the University of New Hampshire.



The torch run group as they pass the Dover Police Department on Chestnut Street.

Media Services prepared and distributed several newsletters in June, 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 continues to work with the City's 400th Anniversary Committee on a variety of endeavors leading up to the celebration in 2023.

Media Services distributed 38 press releases and numerous updates to the website and social media in June.

In June, DNTV-22 televised live, rebroadcast and made available online 19 public meetings and 3 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.

Financial and Benchmark Outcomes

4



Maria Letourneau from Eversource presents Teen Center Director Steve Pappajohn with a check for \$1,000 which will be matching funds supporting the Dover Teen Center's Arts In Action Program.

"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

The graphic to the right illustrates the old and new response models in layperson terms.

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

On Monday May 14th, members of Kennebunk Savings Bank arrived at the Dover Police Department to meet with individuals that were involved in taking a robbery suspect into custody who had robbed the bank with a firearm. Of note, the Dover Police Department's K9 Unit was recognized by Kennebunk Savings Bank and a donation was made to the K9 program.

Passport application processing fees are providing a new source of revenue for the library. At \$35 per application, the library received \$1,365 in revenue during May and \$1,015 in June.

Donations for furnishing the Family Place Library in the Children's Room were received from Optima Bank (\$1,000) and from Walmart (\$750). Donations for the Summer Reading Program were received from Kennebunk Savings Bank (\$500), the Dover Rotary Club (\$500), and Higgins Wood Floors (\$350). The Friends of the Library donated \$200 toward Harry Potter Day (July 28) expenses.

June also saw the completion of all paperwork verification requirements for the distribution from New Hampshire Emergency Management and Homeland Security, of the \$100,000 grant award allocated to assist with the installation of the McConnell Center Emergency Power Generator. This grant required the City to fund the installation completely and then after project completion, pursue the grant award which essentially reimburses the City for the pre-approved portion shared by NH HSEM. This project came in under budget which was initially projected to be in the \$325,000 range, costing approximately \$290,000 with \$100,000 of that \$290,000 qualifying for reimbursement. Fire & Rescue has been notified that payment from the State of New Hampshire should arrive during the first week of August.

June also saw the completion of all paperwork verification requirements for the reimbursement from New Hampshire Emergency Management and Homeland Security, of \$57,000 in payroll and related expenses attributed to the participation in the State of New Hampshire radiological emergency plan.

Purchasing Office Bid Solicitations May & June 2018

Department	Bid Date	Bid Number	Description of Bid
Community Services	05/09/2018	B18084	Design Services-Cochecho St Pump Station Reconstruction
	05/09/2008	B18069	Guard Rail Repairs
	05/09/2018	B18071	Catch Basin Cleaning Services
	05/09/2018	B18072	WWTF Biosolids Management
	05/09/2018	Q18016	Thirty Yard Roll Off Container
	05/09/2018	B18079	Trees for Downtown Dover
	05/16/2018	B18053	Roberts Road Reconstruction
	05/22/2018	B18085	Sludge Roll-Off Container Open Top
	06/07/2018	B18086	Bituminous Concrete Asphalt picked up
	06/07/2018	B18088	Bulk Oil & Lubricants as needed
	06/12/2018	B18089	Household Hazardous Waste Collections
	06/21/2018	B16065-006	Survey & Research – Intersection Chestnut/Third & Central/Fourth Streets
Executive	05/16/2018	B18083	Specialized Municipal Legal Services
Finance	05/04/2018	B18081	Sale of Tax Deeded Property-Arcola Ave
	05/04/2018	B18076	Sale of Tax Deeded Property-Iona Ave
Fire	06/19/2018	B18087	Medical Supplies
Recreation	05/16/2018	B18047	Henry Law Park Shade Sails
	05/22/2018	B18082	Shuttle Bus for Recreation Department

On June 10th several members of Youth to Youth, pictured below, were treated to a luncheon and award presentation by the Dover Lodge of Elks. The Elks Lodge chose Y2Y as a recipient of its Gratitude Grant, where the Lodge makes a donation to 4 selected non-profits each year. The students were awarded \$500 to be used toward their programs.



CAPITAL IMPROVEMENT PROJECT:

Park Improvements - Amanda Howard

Responsible Department: Recreation Department
Gary Bannon, Director

Project Description: *This neighborhood park, serving the residents of Elmwood Avenue, Fairview Avenue, Atlantic Avenue and Cross Street is will be updated to create a more user friendly experience while still honoring the memory of Amanda Howard.*

Previous Month Update:	Current Month Update:
This project has not begun yet.	June 2018: The Recreation Director is preparing to hold a neighborhood meeting in the next couple of weeks with the residents in this area to start the project planning process. The Director is planning for notices to go out by early next week of the meeting which is planned to be on Thursday July 12th at 6:00 pm in the park.

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.	June 2018: No Update.

CAPITAL IMPROVEMENT PROJECT:

Ambulance Replacement

April 2018: Progress is occurring with the order in process and the committee comprised of members of all ranks, currently reviewing preliminary engineering drawings for this new ambulance from PL Custom.

May 2018: Progress is occurring with the communications back and forth on the final specifications and engineering drawings for this new ambulance from PL Custom. The lettering plan was also finalized for this vehicle.

CAPITAL IMPROVEMENT PROJECT:

Central Falls Dam Repairs

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

Project Description: *This project will repair the 40 year old retaining wall adjacent to the Central Falls dam and the Fish ladder located off Central Avenue downtown*

Previous Month Update:	Current Month Update:
March 2018: No update. April 2018: The City issued a Request for Qualifications for a consultant specializing in retaining walls and related geotechnical experience. The firm of Tighe & Bond was recommended based on their recent experience with other granite block retaining walls. A Scope of Work was subsequently developed for an initial investigation stage. In the interim, a chain link fence was installed around the top of the retaining wall, specifically where a large sink-hole or depression has started adjacent to the retaining wall. This was installed as a safety precaution until a detailed analysis can get underway. May 2018: Test pits, geotechnical probes and surveying work have all been completed. Test pits found the remnants of 2 abandoned hydropower penstocks. One was a large brick archway (approximately 12 feet wide x 4 feet tall), the other was smaller and made of wood. The consultant, Tighe & Bond, expects to present their preliminary assessment and recommendations sometime during the week of July 9. Tighe & Bond has been working with the Division of Historic Resources, Department of Environmental Services, and the Army Corps of Engineers to identify pertinent permitting. Barricades have been put up within the abutting mill parking lot, to prevent vehicles from parking near the top of the retaining wall. This impacts about 15 parking spaces.	June 2018: Engineers have completed an initial assessment and provided a preliminary repair suggestion. A meeting was held the week of July 9 to meet with abutters and permitting agencies. A new structural retaining wall is suggested to be installed immediately behind the existing granite wall. The engineers believe the existing wall was only a building foundation and not designed as a structural retaining wall to withstand the lateral earth pressure from the abutting ground. There are numerous permitting concerns that have to first be addressed with the Department of Environmental Services, Army Corps of Engineers, Division of Historic Resources, and Fish & Game before any final design work can commence. Cost estimates will be refined based on requirements of the permitting parties. Fire Chief Eric Hagman completed an initial letter of intent to pursue potential grant funding through the Department of Homeland Security's Hazard Mitigation Program.

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. April 2018: Planning and Community Development staff worked to resolve outstanding issues within City Hall, mainly around the repair of damage caused by the flooding over New Years Eve. Primex has approved that work can begin in May on the space, after allowing time for other insurance companies to perform a review. Staff worked with Martini Northern to create a plan for the renovations. The work should take approximately 2 to 3 weeks to complete. May 2018: Planning and Community Development staff worked with Martini Northern to rehabilitate the damage caused by the flooding over New Years Eve. Work involved relocating the IT, Water/Sewer Billing and Parking offices to	June 2018: Work was completed and the offices temporarily displaced were returned to the Center. Staff obtained three quotes for final work in City Hall. The first was for removing asbestos from flooring, replace older carpeting and renovations to the City Council chambers. This work was all awarded by the City Council in June, and work will begin this summer. In June staff worked to develop timelines for completing work and coordination of staff moves to accomplish the work.

CAPITAL IMPROVEMENT PROJECT:

City Hall - Customer Service Center

the first floor, temporarily, so that work could be completed in their areas. At the same time, the Clerk's office was worked on over the weekend. New carpeting, drywall, and paint was completed with the 3 week period.

Additionally, Planning Staff worked with the purchasing agent to obtain quotes for replacing carpeting on the first and second floor, including removing the remaining asbestos in the building. Finally, a quote was obtained from Martini Northern for renovations to the City Council chambers.

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. April 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 is down, inside and out, the interior work on the upper floor is completed and the ground floor portion has begun. The contractor is expecting to be done soon. May 2018: Skovic Construction continues work on this project, the store front and door have been replaced and the glass roof is coming down the weekend of 6/9. This work was slightly delayed to do the door being the only handicapped access to the building and the repairs being made to the ground floor where areas had flooded.	June 2018: Skovic Construction continues work on this project, the store front and door have been replaced and the glass roof on the ground floor was removed and the hard shell has been installed. There was an issue with some of the metal ordered, which has caused a slight delay. Work is expected to wrap up before the end of July.

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. April 2018: Planning and Community Services staff reviewed the capacity of the cell, and the permitting needed to close the cell. The City's Environmental Projects consultant is working to finalize the closure plan. May 2018: No Update.	June 2018: No Update.

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	June 2018: Two developers that had submitted responses to the RFP were interviewed by CWDAC on June 6th. Staff prepared for and held the CWDAC meeting on June 19th. CWDAC voted to select Cathartes as the preferred developer. Staff met with Cathartes on June 28th to begin negotiations.

CAPITAL IMPROVEMENT PROJECT:

Cochecho Riverfront Bank Stabilization & Site Prep

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

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.

April 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 continues to work with the vendor to install the public Paddlesports dock.

Staff met with Eversource to understand the process for providing electricity to the site, at the level development will need and incorporating that into the 75% complete plans, which the short listed developers will have access to as they complete responses to the request for proposals to develop the waterfront site. 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.

May 2018: On May 4th staff participated in a conference call with the manufacturer of the shoreline stabilization

CAPITAL IMPROVEMENT PROJECT:

Cochecho Riverfront Bank Stabilization & Site Prep

product to learn more about it. On May 15th staff assisted in arranging for a backhoe for use in assessing the bulkhead. Staff prepared for and held the CWDAC meeting on May 15th. Two developers submitted responses to the request for proposals to develop the waterfront site on May 24th. The full membership of CWDAC will conduct interviews of the companies in June. It is anticipated that decisions on which developers to select will be made by the end of June. Staff prepared for and attended a meeting of the RFP sub-committee on May 31st.	
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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. April 2018: No update. May 2018: The Paddlesports dock is funded by the LWCF grant was installed by the Doc Doctors at the end of the month. The dock is destined to get a great deal of use for the general public to have access to the river. This will be combined with other Waterfront development plans to begin the improvements to the park overall in the next year	June 2018: The Paddlesports dock was installed by the Dock Doctors and opened for public use this month. The dock is destined to get a great deal of use for the general public to have access to the river. 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: 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.	June 2018: The new Quint arrived in Dover at the end of June, after spending about a week and a half at the dealer Brunswick, Maine where the vehicle was lettered, and other minor punch list items were finished. The training plan on the new vehicle is fully scheduled for July and incorporates a number of things. First is the dealer supplied training where each shift gets a full day of training from one of their training specialists on how to operate the vehicle. The second is additional drivetime training for those driver operators who will first be using the vehicle. The third component is later in the summer when the department's Engineers who are advanced driver operators and where there are three assigned to each shift who are responsible for assisting with training newer driver operators, will have an additional day of advanced training. The Division Chief of Safety and Training will also need to develop a vehicle checkoff packet of all the competencies that a driver operator for this vehicle must show competency with before being allowed to drive and operate the new Quint.  

CAPITAL IMPROVEMENT PROJECT:

Fire Quint Pumper Replacement

April 2018: The build of the new Quint continues at E-One. The ladder, pump module, and rear body have been loaded on the chassis/frame and the vehicle is mostly completed at this point. The vehicle design committee is scheduled to go mid-May to the factory to inspect the vehicle and complete some operational testing to the specifications as written and approve the vehicle to be delivered in June, if no issues are noted.

Though not having arrived yet, Dover has benefited already by the purchase of this vehicle as ISO or insurance Services issued the most recent review of effectiveness for Fire & Rescue in April. ISO included the capabilities designed into this vehicle, into the rating schedule scoring knowing they had been purchased and was being constructed. These reviews now happen every five years with the information used by insurance companies to set the rates for property insurance and as hoped, the deficiencies for not having enough aerial ladder capacity back in 2012 were eliminated with that consideration of this purchase within the overall scoring, which increased positively by several points. If a vehicle with the capabilities incorporated into this one not been purchased, and coupled with the growth that Dover is experiencing, scoring would've been reduced by several points. In simple terms, the lower the score, the higher the property insurance costs for a community.

May 2018: The build of the new Quint finished at E-One and representatives of the design committee traveled to the factory in Ocala, Florida in May. A few minor issues were identified for modification/re-work which will be completed before E-One ships the vehicle to the dealer in early June. Once at the dealer, lettering will occur along with a few other dealer assigned items. While in Ocala Florida, the committee went through each line of the shop order to make sure what was intended was delivered. The committee found far fewer items for rework or modification than what the committee has seen for the builds of the last several vehicles by another manufacturer. The committee also drove the vehicle, pumped the vehicle, operated the aerial, and evaluated all the emergency and scene lighting specified, at night. The vehicle appears very solidly built and Fire and Rescue is looking forward to the many years of service that is expected from the vehicle. The vehicle incorporates forward facing seating in the rear of the cab, and EMS equipment compartment accessible from the outside of the vehicle as well as inside the cab, airbag systems for the occupants, and anti-rollover technology. Though airbags and anti-rollover technology are standard in today's modern passenger vehicles, they are cost upgrades in fire service vehicles.

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. April 2018: The purchase process of the new Globe Manufacturing Athletix style firefighting turnout gear continues with all members measured by regional dealer Bergeron Protective Clothing. What is next is for the order to enter the production schedule at Globe Manufacturing located in Pittsfield, New Hampshire.	June 2018: Delivery of the new Globe Manufacturing Athletix style firefighting turnout gear is scheduled for early August after the Globe Manufacturing production line shutdown that occurs for several weeks every July when the bulk of their employees take vacation. The training plan for the new firefighter bailout/self-rescue system designed by Sterling Rope from the Biddeford, Maine that fits in the new gear, has been determined and is scheduled into the department training schedule for June 16th when a few members from each shift will be trained on the system at the manufacturer. These shift members will assist the Division Chief of Safety and Training in training the entire workforce in these of the system once the new turnout gear arrives.

CAPITAL IMPROVEMENT PROJECT:

Firefighting Turn Out Gear

May 2018: The purchase process of the new Globe Manufacturing Athletix style firefighting turnout gear continues with manufacturing of the gear started. The training plan for the new firefighter bailout/self rescue system that fits in the new gear, has been determined and is being scheduled into the department training schedule.	
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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. April 2018: Staff have completed an initial condition assessment of 35 miles of sidewalk that are plowed during winter snow removal operations. The assessment is being evaluated for development of a targeted maintenance/repair plan to ensure winter plowing obstacles are eliminated. May 2018: No Update	June 2018: Sidewalk funds are being reserved to provide assistance with two public/private partnerships. The Unitil natural gas company made a contribution to the City for excavation damage along the Central Avenue sidewalks north of town near Planet Fitness. The goal is to replace a portion of this area. Another partnership is along 3rd Street. The developer is required as part of their ongoing project to install brick sidewalks. The City will contribute financial to ensure all of 3rd Street is addressed, from Central Avenue back to Chestnut Street. Other sidewalk work involves addressing identified "spot" priorities on the 35 miles of sidewalks that are plowed during winter snow removal operations. A Condition Assessment has been performed on this section of the City's overall 70 miles of sidewalk.

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:
February 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. April 2018: No Update. May 2018: Community Services is waiting on conclusion of the FY18 Budget to determine exactly how much funding will be available for the paving program.	June 2018: Community Services is working to finalize a proposed schedule in an attempt to complete all work at least by late October 2018. Once a schedule is proposed it will be posted on the City's Community Services website.

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. April 2018: Still waiting for when the weather is warm enough to get through several days with no heat, which is the duration the boiler replacement will take in each station. May 2018: No Update.	June 2018: Currently waiting for Dennis Munson Plumbing and Heating to schedule work now that the warmer months are here.

CAPITAL IMPROVEMENT PROJECT:

HVAC City Wide Building Transducer Replacement

Responsible Department: Community Services Department
John Storer, Community Services Director
Sharon Sirois, Facilities & Grounds Superintendent

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. April 2018: The City has been negotiating with Siemens for a revised HVAC design for the Library that will utilized mini-split evaporators installed strategically throughout the building. A completed overhaul of the HVAC system, including new air handling units was estimated at \$1.5 million. Its expected the implementation of mini-splits might cost \$400,000 total. May 2018: Library plans are under review for cost estimation verification by Martini Northern due to the excessive figure presented with the plans. Awaiting funding.	June 2018: The City's HVAC contractor has engaged a mechanical engineer to conduct a cooling assessment for the library. The intent is to strategically place mini-split evaporators throughout the library. It appears the library can be sufficiently cooled via this approach with three small supply compressors installed on the roof of the library addition. These should be mostly obscured and will not impact the building aesthetics. The City will likely need to upgrade the existing electrical feed in order to accommodate the new system demands. An electrical evaluation is ongoing. The overall project approach should keep costs around \$400,000, as opposed to a major HVAC retrofit with new duct work and roof-mounted air handlers.

CAPITAL IMPROVEMENT PROJECT:

Indoor Pool Heating System Repairs

Responsible Department: Recreation Department
Gary Bannon, Recreation Director

Project Description:

There are currently 4 separate Natural Gas fired hot water boilers that feed a distribution system of pumps and heat exchangers. They feed the Indoor Pool building, the pool water heating and domestic hot water. This system dates back 20 years and was part of a larger electric and heat co-generation system that is no longer in operation. The current system is in fair to poor condition and requires many hours of repair annually. This whole system needs to be upgraded or replaced in the very near future to avoid a serious failure along with the removal of the Cogen system.

Previous Month Update:	Current Month Update:
March 2018: No Update. April 2018: The Indoor Pool heating system project is moving along with some preliminary design work being done but nothing firm on the actual construction as it hasn't been bid out yet. May 2018: No update.	June 2018: The Pool Heating System Replacement Project is in the design phase with Siemens staff working on the plans and once completed will be put out to bid for a fall construction process.

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. April 2018: No Update May 2018: A request for proposal for design services has been received and Sebago Technics will be awarded the bid on the next council agenda. The goal is to modify the intersection geometry to better accommodate turning traffic by large trucks. Site lines will also be improved.	June 2018: No Update.

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. 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.	June 2018: No Update

CAPITAL IMPROVEMENT PROJECT:

Multi-Use Trail Development

April 2018: Work on the third phase of the Community Trail continues as Planning staff, the City's consultant and the City Assessor work 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.

No action was completed on Phase IV of the Community Trail.

May 2018: 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.

Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail.

CAPITAL IMPROVEMENT PROJECT:

Public Transit Bus Shelters

Responsible Department: Planning Department
Christopher Parker, Assistant City Manager
David Carpenter, Assistant City Planner

Project Description:

Providing bus shelters to protect from the weather and provide a place to sit could create a more attractive environment and increase use of the public transit system. A review of existing bus routes (COAST and Wildcat Transit), stop locations (with and without shelters), bus ridership data, adjacent land uses, and roadway geometry resulted in a list of locations where the placement at new bus shelters would have a high return on investment. These shelters are eligible for Community Development Block Grant funding, where they improve ADA accessibility.

Previous Month Update:	Current Month Update:
March 2018: No update. April 2018: The City is scheduled to install four ADA compliant bus shelters this summer. The shelters will be purchased and installed using CDBG funds. All four sites are current COAST Bus Stop locations and were identified with the help of COAST staff. Three of the locations do not currently have a shelter. The fourth location currently has a shelter but is not ADA compliant and does not meet the functional needs of existing riders. The four locations are as follows: The westerly side of Chestnut Street across from the Police Station and near the existing crosswalk; On the easterly side of Whittier Street adjacent to the Dover Housing Authority office; On the northerly side of Whittier Street near the corner of Whittier Street and Pleasant View Circle; On the southerly side of Whittier Street near the corner of Whittier Street and Pleasant View Circle. May 2018: Planning Staff worked to obtain quotes for four bus shelters to be installed using CDBG funds. Once quotes are in hand, staff will bring a proposal forward to the City Council for award of bid.	June 2018: The Council awarded the bid to purchase the shelters for installation. Planning and Community Services staff are outlining the process for installing the concrete pads and installing the shelters at the four locations. This work should be underway in July and August.

CAPITAL IMPROVEMENT PROJECT:

Pump Station Upgrade - Cochecho

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

Project Description: *This project will design and upgrade the Cochecho Pump Station which was building in 1977. Upgrade to include Gorman Rupp equipment, replacement of force main, rebuild of the retaining wall along Portland Avenue, and add sidewalks to the station.*

Previous Month Update:	Current Month Update:
March 2018: No Update. April 2018: The City pulled old records, plans and pumping records in preparation of developing a Request for Proposal (RFP) for engineering design services. May 2018: No Update.	June 2018: Community Services solicited RFP's for design services. Five were received on June 14, 2018. Engineering staff are currently reviewing the proposals. An application was submitted to the Department of Environmental Services for possible construction funding via the Clean Water Revolving Loan Fund. It is expected survey and design will proceed through fall and into the winter, with bids and construction lined up for spring 2019.

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. April 2018: Wright Pierce has done an internal investigation of all the assets within the pump station, waiting for a report on the design requirements May 2018: Staff met with Wright Pierce regarding the design of the pump station. Wright Pierce will consult with NHDES on whether the city will need to have a mechanical screen or if a mechanical grinder can be used. The design team is going to evaluate the system head on the pumps and force main from Varney Brook to the Wastewater Treatment plant. Once we receive and answer from the state, this will give us better options for the design.	June 2018: No Update

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. April 2018: Staff and Wright Pierce have re-focused on the downtown area in an attempted to find the Inflow sources. It is believed that the grouting and sealing will take care of the infiltration component. We have relocated flow meters in the downtown sewer shed to try to pin down the inflow sources. The other area we finished investigation was the remaining clay pipe that fed into the Mill Street pump station. This area is on the lower part of Stark Avenue and Elliot Circle. Staff believes most of Stark Ave can be relined, but portions of Elliot Circle will need to be reconstructed. Staff has requested proposal for design work for this area, as well as the grouting and sealing of the downtown area. May 2018: Wright Piece has moved three of the flow meters located in the downtown area, to try to capture some of the high flow areas. Unfortunately, there has been no significant rain to find the sources. If a lack of	June 2018: Smoke testing completed just recently. Although a detailed report is pending, the efforts were clearly successful in finding some high-volume direct connections, such as a catch basin and some roof drains on flat roofs. Once a final report is issued Community Services will immediately follow up with repair work on any issues within the public right of way. It looks like there will be several issues that extend onto private property and will require plumbing or drainage piping upgrades. The City will have to engage and educate the property owners.

CAPITAL IMPROVEMENT PROJECT:

Sewer Inflow / Infiltration Mitigation

rain continues then the next step will be to conduct a smoke test to find the high flow areas.	
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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. April 2018: TEC has been awarded the contract to design the sidewalk improvements. May 2018: TEC has started to survey the area.	June 2018: TEC has completed the survey and a neighborhood meeting will be set up to receive input.

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. April 2018: This project is still in the research phase as to what type of drain system would best prevent the problems described in the last update. May 2018: A site visit was held in May at the South End Station between Community Service representatives and Fire & Rescue discussing the project design scope.	June 2018: After the site visit was held in May at the South End Station between Community Service representatives and Fire & Rescue discussing the project design scope, this project continues to be in the research phase.

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. April 2018: No update May 2018: No update	June 2018: The City has acquired all necessary easements and is advertising for qualifications from contractors. Anticipated bid for construction is in August. Wetlands permitting is ongoing. 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. April 2018: Installation of the LED conversions was completed over the winter. Once the City's new communication towers were finally activated, staff could start monitoring the network of street lights. In April we started to take advantage of the feature by initially tracking when street lights reported power failures. This helped us track a rather large widespread power outage	June 2018: The conversion to LED lights has been completed for approximately 1,800 street lights. Final "punch-list" items are being reconciled. Summer interns have been providing assistance with electronic field work. They are traveling to each light and using a computer tablet and antenna they are able to communicate with the smart controls, test and activate the light, and verify the light serial number and location. The lighting vendor, Affinity Lighting, will be scheduling a final demonstration of the smart control software shortly.

CAPITAL IMPROVEMENT PROJECT:

Street Lighting Improvements

that impacted Sixth Street and the Weeks Crossing area. Staff are still awaiting final software training to be able to fully control, dim, or adjust the lights remotely. Monitoring capabilities will include being able to track actual power consumption. Training should be completed by mid to late May. The City then plans to conduct a presentation in June for representatives of both Eversource and the Public Utilities Commission.

May 2018: No Update.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Chestnut & Washington

Responsible Department: Community Services Department
Christopher Parker, Assistant City Manager

Project Description: *This project will work with the proposed redevelopment of 104-124 Washington Street. Through that redevelopment the City will receive Right of Way to improve the intersection and widen Washington Street.*

Previous Month Update:	Current Month Update:
March 2018: No update. April 2018: Planning and Community Development staff and Community Services staff worked with the developer of 104 Washington Street to review the offsite improvements package to layout traffic flow improvements on Chestnut and Washington Street. The Council awarded the bid for this package to Fulcrum and Associates in April. May 2018: Planning and Community Development staff and Community Services staff worked with the developer of 104 Washington Street to review the offsite improvements package to layout traffic flow improvements on Chestnut and Washington Street. The Council awarded the bid for this package to Fulcrum and Associates in April. In May work began with an estimated completion for the project in June of 2019. The groundbreaking for the site was held May 24th.	June 2018: In April the City Council awarded the contract to Forum Construction. The developer of the adjacent property, 104 Wash Street LLC provided funding to accomplish this reconstruction in May and staff moved forward with a kick off meeting and developing a timeline for the work to be completed in conjunction with the redevelopment of the site. The building demolition and site work is underway.

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. April 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. May 2018: Community Services staff chose Wright-Pierce as the consultant for the design for the reconstruction of Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. The contract will be go to the City Council for approval in June.	June 2018: Staff had a kick-off meeting with Wright-Pierce, the consultant for the design for the reconstruction of Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. Survey of the neighborhood will begin in July.

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. April 2018: The proposed reconstruction of Brick Road and Floral Avenue will be one-way between Jefferson Court and High Ridge Road. The consultant is moving forward with the design of this plan. A second neighborhood meeting will be held in May to discuss the change in plan and solicit input. May 2018: A neighborhood meeting was held to present and discuss the proposed reconstruction of Brick Road and Floral Avenue as one-way between Jefferson Court and High Ridge Road. Residents expressed concern about the new configuration. Staff continue to work with property owners and the consultants to review potential options for the reconstruction project.	June 2018: Design is currently on hold pending resolution of easement/land issues with an abutter. A preliminary layout was proposed for a revised one-way traffic flow that would allow traffic to enter neighborhood from Central Avenue and exit onto Oak Street. A potential 2-way traffic alignment could likely be implemented pending successful acquisition of an easement or fee ownership of an abutting sliver of land. City staff have been continuing discussions with the property owner.

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:
February 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. April 2018: SUR Construction began work on the reconstruction project in April. They began with clearing some overgrown or dying vegetation along the edge of the roadway and have run temporary water lines. Construction will ramp up more in May. May 2018: SUR Construction continued working on the reconstruction project. They completed several test pits to located underground services and to investigate the potential for oil contamination in soils. No contamination was observed.	June 2018: Utility work should be completed by the end of July. The road will then be box-cut to remove the underlying roadway base materials. Reconstruction will follow, with completion targeted by September.

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. April 2018: No Update May 2018: No Update	June 2018: 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. April 2018: Holden Engineering has obtained NHDES Wetland Permits and is working on securing necessary drainage easements prior to finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in May. May 2018: Holden Engineering is has obtained finalized design and bid specifications. The project was put out for bid and a pre bid meeting with contractors was held. Staff also worked with property owners to secure necessary easements for proposed drainage improvements. The overall project will include the reconstruction of roadway to include an improved roadway bed and	June 2018: Northeast Earth Mechanics, a New Hampshire based construction company, was awarded the contract for this project. Construction is scheduled to begin in early August, a neighborhood meeting is scheduled for July 9th. The project will include the following work: Road – reconstruction of roadway to include an improved roadway bed with a standardized pavement width and drainage improvements. Stormwater Outfall- the existing, undersized drainage outfall to the Piscataqua River will be reconstructed to include a dissipating plunge pool and mitigated wetland area.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction - Roberts Road

standardized pavement width. Drainage improvements will be incorporated.	
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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. April 2018: No Update. May 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.	June 2018: The survey has been completed and a neighborhood meeting is set to occur July 19th.

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 April 2018: No Update May 2018: No Update	June 2018: This project remains on-hold until some abutting survey issues are researched and resolved. The roadway reconstruction involves new closed drainage work, which will outlet downstream of the area. There are landownership issues that need to be resolved in order to accommodate the installation of the stormwater pipes.

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. April 2018: The Dover Veterans Park 570 donated bricks honoring veterans that were in storage were installed this month. Donated brick orders are still coming in and they can continue to be purchased for the foreseeable future. May 2018: The Dover Veterans Park has been very popular place to visit as many of the donors of bricks honoring veterans came by to check them out. Donated brick orders are coming in at an accelerated pace as people see what they look like and they can continue to be purchased for the foreseeable future.	June 2018: The next group of bricks to be ordered will happen by the end of the summer and installed this fall.

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. April 2018: Underwood has met with the Mill owners in the lower part of Washington to inquire about their needs for connection sizing for this project. Sixty percent plans will be submitted soon, construction still scheduled for 2019 May 2018: The design phase is still ongoing. A letter was sent to all the property owners, which will be affected by the project, to make sure they meet with the Underwood Engineering for current and any future connections. Staff reviewed a 60% plan, made corrections and returned to Underwood.	June 2018: No Update

CAPITAL IMPROVEMENT PROJECT:

Water Meter Replacement

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

Project Description: *This funding continues the process of replacing existing meters in the field that have met their life expectancy. By replacing these meters the City ensures water meters in system are not outdated and recording water usage correctly, and provide up to date billing technology.*

Previous Month Update:	Current Month Update:
March 2018: No Update. April 2018: 622 meters were ordered in April and 78 were received. New water meters were installed in 12 new homes and 117 replacement installations occurred from old style meters to new style meters. May 2018: Staff has been working with the meter supply vendor to ensure the proposed radio read system will be able to pick up all areas of the City without the need for any additional radio antennas, transmitters or repeaters. The goal is to work towards all "radio-read" technology. We are evaluating whether in-house staff will be able to provide the required labor for the meter conversions.	June 2018: No significant update since last month. Staff continue to work with the meter supply vendor to ensure the proposed radio read system will be able to pick up all areas of the City without the need for any additional radio antennas, transmitters or repeaters. The goal remains to work towards all "radio-read" technology. A staff meeting will be convened with utility billing and metering personnel to evaluate whether in-house staff will be able to provide the required labor for the meter conversions. To use outside, contracted labor would significantly impact the budget, thereby reducing available funding to purchase new meters. The hope is that Utility personnel can help with meter change-outs during winter months when there are gaps between storms and snow removal efforts.

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 April 2018: No Update. May 2018: No Update.	June 2018: Curb was installed on a section of Dover Point/Boston Harbor past the DMV.

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:
May 2018: <u>Campbell Well House:</u> Two outstanding items remain. During the power outage simulation, the generator unit was not able to handle to electrical load. CAT has since worked out the issue. One final test will be conducted in June. <u>Lowell Ave:</u> During the fire inspection, it was discovered that more emergency lighting is required at the Lowell Water Treatment Plant. Underwood Engineering is in the process of generating a change order for the requirement. <u>New meter,</u> and Drive building to replace Smith and Cummings sites, as well as new submersible pump for Cummings Well, Plans and Spec are complete <u>Develop new wells at Willand Pond and build common building</u> similar to Smith and Cummings for metering and drives, under design not 30% yet, survey and borings underway <u>Somersworth Interconnect-</u> Both city councils are working on the Interconnect agreement between Dover and Somersworth <u>Raw water line from Willand Pond to Smith and Cumming</u> Staff has met with Underwood Engineering and completed review of specs and drawings for the pipeline work from Willand Pond to Smith & Cummings Well. A decision was made to wait on the bid process until the other six items have been designed. <u>Garrison hill tank rehab</u> – under design, not 30% yet	June 2018: <u>Campbell Well House:</u> All issues have been resolved. No updates on rest.

CAPITAL IMPROVEMENT PROJECT:

Water System Facilities Upgrade

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.

PO Report
May 31, 2018

DAC	PO Date	PO No.	Vendor Name	Amount
City Information Technology	5/30/2018	201809969	ACCESS AV	\$5,114.00
Recreation	5/4/2018	201809282	CITY OF DOVER-WATER~SEWER DEPT.	\$5,226.91
Community Services Department	5/9/2018	201809464	CORE & MAIN LP	\$5,572.36
Fire and Rescue	5/23/2018	201809842	BILL DUBE, INC.	\$6,689.72
Community Services Department	5/30/2018	201810022	GREEN SHADOW PROPERTY MAINTENANCE, LLC	\$6,800.00
Community Services Department	5/9/2018	201809454	CITY OF DOVER-WATER~SEWER DEPT.	\$6,809.14
Community Services Department	5/9/2018	201809463	CORE & MAIN LP	\$7,472.80
City Information Technology	5/31/2018	201810076	EPLUS TECHNOLOGY	\$7,733.88
Fire and Rescue	5/16/2018	201809597	QUICK MED CLAIMS, LLC.	\$8,197.46
Fire and Rescue	5/8/2018	201809394	ROCKY COAST PRINTWORKS, INC.	\$8,895.42
Community Services Department	5/9/2018	201809462	CORE & MAIN LP	\$9,341.00
Community Services Department	5/21/2018	201809725	NEW ENGLAND ENVIRONMENTAL EQUIPMENT, INC	\$10,398.00
Community Services Department	5/23/2018	201809837	NORTRAX EQUIPMENT COMPANY	\$10,545.92
Community Services Department	5/9/2018	201809458	F.W. WEBB	\$12,092.00
Community Services Department	5/1/2018	201809140	BARRIE MILLERS WELL & PUMP SERVICE, INC.	\$13,530.00
Community Services Department	5/23/2018	201809839	TRI-STATE SEALCOATING & PAVING, INC.	\$13,567.50
Community Services Department	5/9/2018	201809455	EJ PRESCOTT, INC	\$15,000.00
Community Services Department	5/30/2018	201810023	GREEN SHADOW PROPERTY MAINTENANCE, LLC	\$16,745.00
City Information Technology	5/30/2018	201809972	HILLTOP CHEVROLET	\$31,531.00
Community Services Department	5/29/2018	201809892	SUR CONSTRUCTION, INC.	\$36,304.65
Community Services Department	5/9/2018	201809457	F.W. WEBB	\$37,710.00
Community Services Department	5/4/2018	201809288	TEC, INC.	\$49,260.00
Community Services Department	5/16/2018	201809626	TIGHE & BOND, INC.	\$50,000.00
Fire and Rescue	5/17/2018	201809642	HILLSBORO CDJR, LLC	\$50,940.00
Community Services Department	5/30/2018	201809974	SEBAGO TECHNICS, INC.	\$66,400.00
Community Services Department	5/21/2018	201809724	WRIGHT-PIERCE	\$81,900.00
Community Services Department	5/23/2018	201809836	EMERY & GARRETT	\$94,675.00
Community Services Department	5/24/2018	201809866	WASTEZERO, INC.	\$100,000.00

City of Dover

Expenditures of Major Funds

May 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	\$ 22,492	\$ 489,367	90.0%	\$ 52,691	\$ 57,338	\$ (4,647)	-0.9%
Executive	1,039,875	68,447	926,975	89.0	112,900	47,357	65,543	6.3
Finance	1,785,034	147,867	1,606,596	90.0	178,438	122,127	56,310	3.2
Planning	696,427	61,104	604,443	87.0	91,984	47,429	44,555	6.4
Misc General Government	1,158,599	59,329	762,326	66.0	396,273	30,112	366,160	31.6
Police	8,952,632	726,935	7,882,705	88.0	1,069,927	474,335	595,592	6.7
Fire & Rescue	8,981,979	805,060	8,201,398	91.0	780,581	471,401	309,180	3.4
Community Service Public Works	7,148,652	383,235	4,837,716	68.0	2,310,936	702,233	1,608,703	22.5
Recreation	2,221,921	169,246	1,891,246	85.0	330,675	125,209	205,466	9.2
Public Library	1,377,030	112,530	1,189,391	86.0	187,640	84,855	102,785	7.5
Public Welfare	856,608	44,048	544,053	64.0	312,555	20,788	291,766	34.1
Debt Service	12,014,563	7,543	5,174,844	43.0	6,839,719	8,970	6,830,749	56.9
Other Financing Sources/Uses	3,809,937	1,237,057	2,615,812	69.0	1,194,125	-	1,194,125	31.3
School	52,113,315	4,435,277	40,217,767	77.0	11,895,548	11,555,536	340,012	0.7
Intergovernmental	8,713,747	-	8,713,747	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 111,412,377	\$ 8,280,171	\$ 85,658,386	76.9%	\$ 25,753,991	\$ 13,747,691	\$ 12,006,300	10.8%
3213 Parking Activity Fund								
Police	\$ 856,716	\$ 45,753	\$ 501,119	58.0%	\$ 355,597	\$ 34,494	\$ 321,104	37.5%
Sub-total : 3213 Parking Activity Fund	\$ 856,716	\$ 45,753	\$ 501,119	58.5%	\$ 355,597	\$ 34,494	\$ 321,104	37.5%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,134,688	\$ 103,374	\$ 874,887	77.0%	\$ 259,801	\$ 237,009	\$ 22,791	2.0%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,134,688	\$ 103,374	\$ 874,887	77.1%	\$ 259,801	\$ 237,009	\$ 22,791	2.0%
3381 McConnell Center Fund								
Recreation	\$ 938,007	\$ 35,801	\$ 414,405	44.0%	\$ 523,602	\$ 70,171	\$ 453,431	48.3%
Sub-total : 3381 McConnell Center Fund	\$ 938,007	\$ 35,801	\$ 414,405	44.2%	\$ 523,602	\$ 70,171	\$ 453,431	48.3%
3410 Recreation Special Revenue Fund								
Recreation	\$ 573,091	\$ 29,570	\$ 472,512	82.0%	\$ 100,579	\$ 15,788	\$ 84,791	14.8%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 573,091	\$ 29,570	\$ 472,512	82.4%	\$ 100,579	\$ 15,788	\$ 84,791	14.8%
5300 Water Fund								
Community Service Public Works	\$ 5,405,641	\$ 369,776	\$ 3,756,813	69.0%	\$ 1,648,829	\$ 255,975	\$ 1,392,853	25.8%
Sub-total : 5300 Water Fund	\$ 5,405,641	\$ 369,776	\$ 3,756,813	69.5%	\$ 1,648,829	\$ 255,975	\$ 1,392,853	25.8%
5320 Sewer Fund								
Community Service Public Works	\$ 7,955,449	\$ 603,004	\$ 5,599,897	70.0%	\$ 2,355,552	\$ 395,300	\$ 1,960,252	24.6%
Sub-total : 5320 Sewer Fund	\$ 7,955,449	\$ 603,004	\$ 5,599,897	70.4%	\$ 2,355,552	\$ 395,300	\$ 1,960,252	24.6%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,588,411	\$ 79,001	\$ 1,133,014	71.0%	\$ 455,397	\$ 111,512	\$ 343,885	21.6%
Sub-total : 6100 Dovernet Fund	\$ 1,588,411	\$ 79,001	\$ 1,133,014	71.3%	\$ 455,397	\$ 111,512	\$ 343,885	21.6%
Total : EXPENDITURES	\$ 129,864,380	\$ 9,546,451	\$ 98,411,032	75.8%	\$ 31,453,348	\$ 14,867,941	\$ 16,585,407	12.8%

City of Dover

Revenues of Major Funds May 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	\$ 29,943,341	\$ 74,515,324	92.0%	\$ 6,827,902	\$ -	\$ 6,827,902	(8.4)%
Licenses & Permits	6,156,724	726,752	5,916,526	96.0	240,198	-	240,198	3.9
Intergovernmental	2,329,263	122,822	2,302,872	99.0	26,391	-	26,391	1.1
Charges for Services	3,552,922	250,794	3,274,084	92.0	278,838	-	278,838	7.8
Miscellaneous Revenue	698,537	22,236	703,229	101.0	(4,692)	-	(4,692)	(0.7)
Education	16,843,130	854,808	14,961,740	89.0	1,881,390	-	1,881,390	11.2
Operating Transfers In	393,575	-	-	0.0	393,575	-	393,575	100.0
Other Financing Sources	95,000	-	93,512	98.0	1,488	-	1,488	1.6
Sub-total : 1000 General Fund	\$ 111,412,377	\$ 31,920,754	\$ 101,767,286	91.0%	\$ 9,645,091	\$ -	\$ 9,645,091	8.7%
3213 Parking Activity Fund								
Licenses & Permits	\$ 192,840	\$ 13,970	\$ 211,849	110.0%	\$ 24,988	\$ -	\$ 24,988	13.0%
Parking Income	508,876	50,322	555,442	109.0%	116,386	-	116,386	22.9%
Parking Fines	155,000	19,820	184,034	119.0%	33,529	-	33,529	21.6%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 856,716	\$ 84,112	\$ 951,325	111.0%	\$ 174,903	\$ -	\$ 174,903	20.4%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 10,000	\$ -	\$ 13,381	134.0%	\$ (3,381)	\$ -	\$ (3,381)	-33.8%
Charges for Services	930,000	72,478	895,900	96.0%	34,100	-	34,100	3.7%
Miscellaneous Revenue	0	66	3,673	0.0	(3,673)	-	(3,673)	0.0
Other Financing Sources	68,582	-	-	0.0	68,582	-	68,582	100.0
Sub-total : 3320 Residential Solid Waste	\$ 1,008,582	\$ 72,545	\$ 912,954	91.0%	\$ 95,628	\$ -	\$ 95,628	9.5%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 709,772	\$ 56,913	\$ 622,500	88.0%	\$ 87,272	\$ -	\$ 87,272	12.3%
Operating Transfers In	228,135	21,654	252,768	111.0	(24,633)	-	(24,633)	(10.8)
Sub-total : 3381 McConnell Center	\$ 937,907	\$ 78,567	\$ 875,267	93.0%	\$ 62,640	\$ -	\$ 62,640	6.7%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 437,015	\$ 29,295	\$ 337,134	77.0%	\$ 99,881	\$ -	\$ 99,881	22.9%
Miscellaneous Revenue	15,500	92	4,091	0.3	11,409	-	11,409	73.6
Operating Transfers In	15,500	7,000	7,530	49.0	7,970	-	7,970	51.4
Other Financing Sources	80,934	-	-	0.0	80,934	-	80,934	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 548,949	\$ 36,387	\$ 348,755	64.0%	\$ 200,194	\$ -	\$ 200,194	36.5%
5300 Water Fund								
Charges for Services	\$ 5,233,333	\$ 455,019	\$ 3,518,577	67.0%	\$ 1,714,756	\$ -	\$ 1,714,756	32.8%
Miscellaneous Revenue	70,500	4,780	63,138	90.0	7,362	-	7,362	10.4
Sub-total : 5300 Water Fund	\$ 5,303,833	\$ 459,799	\$ 3,581,715	68.0%	\$ 1,722,118	\$ -	\$ 1,722,118	32.5%
5320 Sewer Fund								
Intergovernmental	\$ 3,910	\$ 3,910	\$ 965,931	24704.0%	\$ (962,021)	\$ -	\$ (962,021)	-24604.1%
Charges for Services	7,013,094	661,085	5,123,351	73.0	1,889,743	-	1,889,743	26.9
Miscellaneous Revenue	57,000	4,477	75,798	133.0	(18,798)	-	(18,798)	(33.0)
Other Financing Sources	690,557	-	-	0.0	690,557	-	690,557	100.0
Sub-total : 5320 Sewer Fund	\$ 7,764,561	\$ 669,471	\$ 6,165,080	79.0%	\$ 1,599,481	\$ -	\$ 1,599,481	20.6%
6100 Dovernet Fund								
Charges for Services	\$ 1,061,910	\$ 167,792	\$ 1,021,273	96.0%	\$ 40,637	\$ -	\$ 40,637	3.8%
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	\$ 167,792	\$ 1,046,273	83.0%	\$ 219,951	\$ -	\$ 219,951	17.4%
Total : REVENUES	\$ 129,099,149	\$ 33,489,427	\$ 115,648,656	90.0%	\$ 13,720,005	\$ -	\$ 13,720,005	10.6%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) May 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	37,835	1,091,389	86.3	173,861	0	173,861	13.7
Expenditures	991,394	69,702	865,271	87.3	126,123	46,850	79,273	8.0
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	(31,867)	226,118	0.0	(226,118)	(46,850)	(179,268)	269.6

City of Dover

Expenditures of Major Funds

June 30, 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	\$ 22,522	\$ 511,889	94.0%	\$ 30,169	\$ 56,612	\$ (26,444)	-4.9%
Executive	1,039,875	61,053	988,187	95.0	51,688	14,487	37,202	3.6
Finance	1,785,034	125,800	1,733,777	97.0	51,257	34,550	16,707	0.9
Planning	696,427	60,249	665,428	96.0	30,999	13,236	17,763	2.6
Misc General Government	1,158,599	26,629	788,955	68.0	369,644	21,552	348,091	30.0
Police	8,952,632	603,357	8,488,572	95.0	464,060	66,485	397,574	4.4
Fire & Rescue	8,981,979	635,742	8,838,839	98.0	143,140	15,062	128,078	1.4
Community Service Public Works	7,148,652	459,095	5,316,280	74.0	1,832,372	1,888,171	(55,799)	(0.8)
Recreation	2,221,921	162,399	2,054,368	92.0	167,553	52,761	114,792	5.2
Public Library	1,377,030	99,704	1,289,147	94.0	87,883	5,865	82,018	6.0
Public Welfare	856,608	41,098	585,171	68.0	271,437	3,283	268,155	31.3
Debt Service	12,014,563	4,916,192	11,525,166	96.0	489,397	2,972	486,426	4.0
Other Financing Sources/Uses	3,809,937	122,875	3,809,937	100.0	(0)	-	(0)	(0.0)
School	52,113,315	9,936,494	50,154,220	96.0	1,959,095	1,633,106	325,989	0.6
Intergovernmental	8,713,747	-	8,713,747	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 111,412,377	\$ 17,273,208	\$ 105,463,682	94.7%	\$ 5,948,695	\$ 3,808,142	\$ 2,140,553	1.9%
3213 Parking Activity Fund								
Police	\$ 856,716	\$ 281,132	\$ 793,213	93.0%	\$ 63,503	\$ 9,365	\$ 54,138	6.3%
Sub-total : 3213 Parking Activity Fund	\$ 856,716	\$ 281,132	\$ 793,213	92.6%	\$ 63,503	\$ 9,365	\$ 54,138	6.3%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,134,688	\$ 72,277	\$ 955,189	84.0%	\$ 179,499	\$ 177,147	\$ 2,351	0.2%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,134,688	\$ 72,277	\$ 955,189	84.2%	\$ 179,499	\$ 177,147	\$ 2,351	0.2%
3381 McConnell Center Fund								
Recreation	\$ 938,007	\$ 371,212	\$ 785,899	84.0%	\$ 152,108	\$ 6,717	\$ 145,391	15.5%
Sub-total : 3381 McConnell Center Fund	\$ 938,007	\$ 371,212	\$ 785,899	83.8%	\$ 152,108	\$ 6,717	\$ 145,391	15.5%
3410 Recreation Special Revenue Fund								
Recreation	\$ 573,091	\$ 30,568	\$ 503,079	88.0%	\$ 70,011	\$ 2,037	\$ 67,975	11.9%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 573,091	\$ 30,568	\$ 503,079	87.8%	\$ 70,011	\$ 2,037	\$ 67,975	11.9%
5300 Water Fund								
Community Service Public Works	\$ 5,405,641	\$ 441,515	\$ 4,729,315	87.0%	\$ 676,326	\$ 79,040	\$ 597,286	11.0%
Sub-total : 5300 Water Fund	\$ 5,405,641	\$ 441,515	\$ 4,729,315	87.5%	\$ 676,326	\$ 79,040	\$ 597,286	11.0%
5320 Sewer Fund								
Community Service Public Works	\$ 7,955,449	\$ 628,194	\$ 6,954,199	87.0%	\$ 1,001,250	\$ 262,733	\$ 738,516	9.3%
Sub-total : 5320 Sewer Fund	\$ 7,955,449	\$ 628,194	\$ 6,954,199	87.4%	\$ 1,001,250	\$ 262,733	\$ 738,516	9.3%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,588,411	\$ 91,654	\$ 1,224,672	77.0%	\$ 363,739	\$ 110,591	\$ 253,148	15.9%
Sub-total : 6100 Dovernet Fund	\$ 1,588,411	\$ 91,654	\$ 1,224,672	77.1%	\$ 363,739	\$ 110,591	\$ 253,148	15.9%
Total : EXPENDITURES	\$ 129,864,380	\$ 19,189,760	\$ 121,409,249	93.5%	\$ 8,455,131	\$ 4,455,772	\$ 3,999,358	3.1%

City of Dover

Revenues of Major Funds June 30, 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	\$ 7,337,155	\$ 81,852,479	101.0%	\$ (509,253)	\$ -	\$ (509,253)	(0.6)%
Licenses & Permits	6,156,724	707,883	6,626,359	108.0	(469,635)	-	(469,635)	(7.6)
Intergovernmental	2,329,263	240	2,303,111	99.0	26,152	-	26,152	1.1
Charges for Services	3,552,922	226,915	3,492,733	98.0	60,189	(3,240)	63,429	1.8
Miscellaneous Revenue	698,537	109,583	845,887	121.0	(147,350)	-	(147,350)	(21.1)
Education	16,843,130	221,266	15,193,506	90.0	1,649,624	-	1,649,624	9.8
Operating Transfers In	393,575	19,931	19,931	5.0	373,644	-	373,644	94.9
Other Financing Sources	95,000	75,000	168,512	177.0	(73,512)	-	(73,512)	(77.4)
Sub-total : 1000 General Fund	\$ 111,412,377	\$ 8,697,971	\$ 110,502,517	99.0%	\$ 909,860	\$ (3,240)	\$ 913,099	0.8%
3213 Parking Activity Fund								
Licenses & Permits	\$ 192,840	\$ 12,720	\$ 224,569	116.0%	\$ 24,988	\$ -	\$ 24,988	13.0%
Parking Income	508,876	24,726	580,168	114.0%	116,386	-	116,386	22.9%
Parking Fines	155,000	16,405	200,439	129.0%	33,529	-	33,529	21.6%
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 856,716	\$ 53,851	\$ 1,005,176	117.0%	\$ 174,903	\$ -	\$ 174,903	20.4%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 10,000	\$ -	\$ 13,381	134.0%	\$ (3,381)	\$ -	\$ (3,381)	-33.8%
Charges for Services	930,000	79,606	996,083	107.0%	(66,083)	-	(66,083)	- 7.1%
Miscellaneous Revenue	0	55	3,728	0.0	(3,728)	-	(3,728)	0.0
Other Financing Sources	68,582	-	-	0.0	68,582	-	68,582	100.0
Sub-total : 3320 Residential Solid Waste	\$ 1,008,582	\$ 79,660	\$ 1,013,191	100.0%	\$ (4,609)	\$ -	\$ (4,609)	- 0.5%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 709,772	\$ 56,386	\$ 678,885	96.0%	\$ 30,887	\$ -	\$ 30,887	4.4%
Operating Transfers In	228,135	21,654	274,422	120.0	(46,287)	-	(46,287)	(20.3)
Sub-total : 3381 McConnell Center	\$ 937,907	\$ 78,040	\$ 953,307	102.0%	\$ (15,400)	\$ -	\$ (15,400)	- 1.6%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 437,015	\$ 45,848	\$ 382,982	88.0%	\$ 54,033	\$ -	\$ 54,033	12.4%
Miscellaneous Revenue	15,500	656	4,747	0.3	10,753	-	10,753	69.4
Operating Transfers In	15,500	7,970	15,500	100.0	0	-	0	0.0
Other Financing Sources	80,934	-	-	0.0	80,934	-	80,934	100.0
Sub-total : 3410 Recreation Special Revenue Fund	\$ 548,949	\$ 54,474	\$ 403,229	73.0%	\$ 145,720	\$ -	\$ 145,720	26.5%
5300 Water Fund								
Charges for Services	\$ 5,233,333	\$ 432,197	\$ 3,950,774	75.0%	\$ 1,282,559	\$ -	\$ 1,282,559	24.5%
Miscellaneous Revenue	70,500	15,267	78,405	111.0	(7,905)	-	(7,905)	(11.2)
Sub-total : 5300 Water Fund	\$ 5,303,833	\$ 447,464	\$ 4,029,179	76.0%	\$ 1,274,654	\$ -	\$ 1,274,654	24.0%
5320 Sewer Fund								
Intergovernmental	\$ 3,910	\$ -	\$ 965,931	24704.0%	\$ (962,021)	\$ -	\$ (962,021)	-24604.1%
Charges for Services	7,013,094	622,433	5,746,020	82.0	1,267,074	-	1,267,074	18.1
Miscellaneous Revenue	57,000	7,789	83,351	146.0	(26,351)	-	(26,351)	(46.2)
Other Financing Sources	690,557	-	-	0.0	690,557	-	690,557	100.0
Sub-total : 5320 Sewer Fund	\$ 7,764,561	\$ 630,222	\$ 6,795,302	88.0%	\$ 969,259	\$ -	\$ 969,259	12.5%
6100 Dovernet Fund								
Charges for Services	\$ 1,061,910	\$ 56,985	\$ 1,078,258	102.0%	\$ (16,348)	\$ -	\$ (16,348)	- 1.5%
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	\$ 56,985	\$ 1,103,258	87.0%	\$ 162,966	\$ -	\$ 162,966	12.9%
Total : REVENUES	\$ 129,099,149	\$ 10,098,667	\$ 125,805,161	97.0%	\$ 3,617,351	\$ (3,240)	\$ 3,620,591	2.8%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) June 30, 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	38,279	1,129,668	89.3	135,582	0	135,582	10.7
Expenditures	991,394	50,489	915,958	92.4	75,436	13,684	61,752	6.2
Debt Service								
Principal	241,823	241,823	241,823	100.0	0	0	0	-
Interest	32,033	30,582	30,582	95.5	1,451	0	1,451	4.5
	0	(284,615)	(58,695)	0.0	58,695	(13,684)	72,379	269.6

5

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

Workforce-Focused Outcomes

Anthony Blenkinsop, City Attorney, attended a New Hampshire Bar Association CLE on "Next Level Drafting: How 20 Recent Cases Influence the Way We Draft Contracts".

The Patrol K-9 Unit trains on a daily basis and attends formal training on Mondays at the New Hampshire Police K-9 Academy or at other designated areas in New England for a minimum of 20 hours a month. Currently K9 Barco holds a USPCA PDI and PDII certification.

Additionally, on 05/22/18, as members of the Strafford County Regional Tactical Operation Unit (SCRTOU), Officer Brown and K9 Barco participated in one of the monthly trainings. The focus of this training was firearms.

From May 1-4, 2018, Officer Paul Levin attended Police Rifle Instructor training. This four day course is designed to develop police rifle instructors.

Assistant City Planner Benton attended the New Hampshire Planners Association conference on May 31st and June 1st in Nashua, NH.

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.

Fire & Rescue also participated in several drills with regional partners. One was a collaborative between New Hampshire Homeland Security and Emergency Management, Fire & Rescue, and Wentworth Douglas Hospital and was the simulation of Fire and Rescue arriving at Wentworth Douglass Hospital with a patient who is injured and exposed to radiological contamination. This tested all players in the steps required to care for the injuries while decontaminating the patient, ambulance, and treatment areas of the hospital. The other was a stroke care system drill which tested all the systems in place at Wentworth Douglass Hospital to rapidly move the patient from diagnosis in the field through the Fire & Rescue crews, on through the Emergency Department briefly to imaging, and then to the required intervention to stop and reverse the effects of the stroke.

On May 7, 2018, Dana Mitchell attended Vaping in NH – How to Message the Dangers. This training helps to increase the knowledge of vaping in New Hampshire and learn how to message the dangers of vaping in the community.

From May 7-11, 2018, Detective Tim Burt, Officers Greg Turner, Paul Levin, Scott Petrin, and Adam Gaudreault attended Crime Scene Reconstruction. The five day training helped develop skills on what to do when at a crime scene and was hosted by the Dover Police Department.

On May 17, 2018, Officer Adam Gaudreault attended Shooting Reconstruction Training. This course involved using established scientific principles to map the trajectory of a bullet as it travels from the muzzle for a firearm to its target.

On May 21, 2018, Officer Joe Caproni attended Intoxilyzer Recertification. This recertification is required every year to maintain intoxilyzer certification.

On May 22, 2018, Sergeant Scott Pettingill, Detective Oake Carlson, Officers Chris Plummer, Dev Atma Khalsa, and Matt Harnish attended Fentanyl Officer Safety Training. This training discussed the safety measures when dealing/coming in contact with Fentanyl. The class was provided by the Drug Enforcement Administration Clandestine Laboratory Response Team. The class was extremely informative and provided a great deal of officer safety related information. Sergeant Pettingill has scheduled the instructor to provide the same block of instruction for other officers at the Dover Police Department in July.

May saw nationally, emergency medical services recognized during EMS week. For more information on EMS week, go to https://www.acep.org/emswEEK/#sm.0000x04callo9ez7r9e2f86rjawxu. With an estimated 3500 emergency medical calls for service expected in this fiscal year, EMS is a significant portion of what Fire & Rescue provides Dover's citizens and visitors. Each of the four shifts were honored during this week with a BBQ lunch in between calls for service, with a big shout out of thanks to Hannaford's on Central Avenue for donating the food. Staff members were also honored with a dinner and educational seminar on VAD's and heart arrhythmias related to VADs by Wentworth Douglass Hospital. VADs or vascular assist devices, are mechanical heart assist pumps that are a bridge to keep a person alive until there is a heart transplant available for that person. Want to know more on VAD's, go to https://www.hopkinsmedicine.org/heart-vascular-institute/clinical-services/specialty-areas/ventricular-assist-devices.html. VADs are one of the many medical devices that Fire & Rescue crews must be aware of!	Though there were many trainings in May at Fire and Rescue, here are a few highlights. Fire and Rescue and Inspections in May saw all Fire Officers and office staff that issue burn permits, attend a training session given by Rangers from the NH Division of Forests and Lands. RSA 227-L governs all aspects of burn permits and land use fire control, with legal and program updates required by those who write permits, every three years. Burn permits are required in NH for open burning. Want to find out if your yard is of sufficient size or layout to have a campfire or to burn brush, just drop in to any fire station where Fire & Rescue staff members will assist. You can also go online to get a permit at https://nhdfweb.sovsportsnet.net/ though Fire & Rescue recommends for a person's first permit, to come in to the station so all requirements can be reviewed with any questions answered. The Fire & Rescue shifts also rotated through Turbocam on Crosby Road for a training class on the Turbocam building and on their manufacturing processes which have some unique requirements, in the event of a fire or emergency at that location. Turbocam is a global leader on turbo and turbocharger and flow path technology. Fire & Rescue makes an effort to rotate through a number of facilities a year such as this one and gives a shout out of thanks to Turbocam for providing this training.	The Assistant City Manager completed the second year of the Certified Public Managers program offered by the State of New Hampshire. May's activities included submission of a capstone project, and presentation of the project materials. The project the Assistant City Manager completed focused on monitoring and improvement to the Strategic Plan process. The latest plans were adopted by the City in 2017. Community Development Planner Carpenter attended a HUD CDBG workshop in Worcester and the National Community Development Association Region 1 workshop in Manchester. From May 15th to May 20th, the Assistant City Manager attended the Congress for New Urbanism conference. The focus of the conference was developing walkable communities, which are created at a human scale. Unlike the American Planning Association Conferences, this conference had more developers and professional agents in attendance and they offered insight into the development community. Another focus was on the interrelationship between urbanism and complete streets. Sergeant Pettingill was promoted to the rank of Lieutenant on June 24, 2018, and will return to the Field Operations Division as a Shift Commander on July 1st. Sergeant Tarmey will take over as the Community Response and Enforcement Unit Sergeant effective July 1st.	Library staff completed Cybersecurity training from Primex. Five staff members attended a webinar on "Planning Optimal Library Spaces" and the Systems & Technology Librarian attended a state conference in Concord on starting a "Repair Café". She also led an "Ignite" session at the conference on starting a "Memory Lab" at your library. Attorney Blenkinsop attended a NHMA workshop in June regarding Effective Code Enforcement. Three library staff members completed Supervisor training from Primex. One librarian completed a webinar class on Homelessness in Libraries. One staff member began course work for her Master's in Library Science at Clarion University. The Assistant City Manager attended an all day workshop on housing availability and diversity. This workshop, provided by PlanNH, specifically looked at ways to provide affordable housing a densities that work in various areas of a community. Assistant City Planner Benton attended the New Hampshire Planners Association conference on May 31st and June 1st in Nashua, NH. Community Development Planner Carpenter attended the New Hampshire Planners Association conference and represented the City in receiving the Association's Plan of the Year Award for the Climate Adaptation Chapter of the Master Plan.
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"We are what we repeatedly do. Excellence then, is not an act, but a habit."

-Aristotle

Students and staff at Woodman Park School presented Chief Colarusso the flag that flew at the school for his retirement on May 14, 2018. He also led the students with the Pledge of Allegiance that morning.



City of Dover employees showed much patriotism on Independence Day!

Above are employees from the Finance Department and below are members of the Dover Public Library.



On June 1, 2018, Chief William M. Breault became the Chief of Police for the City of Dover.



City Planner Bird and Community Development Planner Carpenter attended the Gulf of Maine Council annual meeting on June 5th and represented the City in receiving the Association's Sustainable Communities Award.

Assistant City Planner Benton attended the New Hampshire Emergency Preparedness Conference on June 5th.

Planning and Community Development staff attended the Strafford Regional Planning Commission annual meeting on June 28th. At the meeting the City was recognized with the Commission's Planning Excellence award for the commitment the Dover community has to thoughtful, innovative and responsible planning activities.

On June 12, as a member of the Strafford County Regional Tactical Operations Unit (SCRTOU), Officer Brown and K9 Barco participated in the monthly training. The focus of this training was room clearing and scenario based.

June's focus which will carry into July to finish all four shifts, is the specialty training in confined space rescue techniques by outside instructor Mike Clark. This day long training for each of the four shifts started with a classroom review, which then moved to the Community Services sewage pumping facility on River Street for the practical skills portion. This training focused on rescue and lifting techniques for emergencies that occur inside locations like that sewage pumping station. Confined space rescue is a very technical and regulated service which should not be attempted without properly trained personnel. With a fair amount of employee turnover in recent years due to retirements and coupled with other training priorities, this is one of those skill sets that needed to be revisited department wide. Mike Clark was chosen as the instructor because of his extensive time on the MA-TF1 USAR 1 and because of his availability through the New Hampshire Fire Academy. MA-TF1 stands for Massachusetts Task Force One which is one of the 27 FEMA coordinated/nationally supported Urban Search and Rescue Task Forces that are spread out across this country and called upon during hurricanes, earthquakes and other disasters to assist with highly technical rescue needs. The photos below show Fire & Rescue shift members conducting various lifting scenarios utilizing rescue equipment carried on our vehicles. The first photo shows a rescuer being lowered to where the simulated injured victim is. The second photo shows a rescue manikin tied into a Stokes Stretcher which is being lifted to safety. The last photo shows the stretcher coming out of the access hole at street level in the pumping station.



Fire & Rescue also as a June priority, had the shifts review the bariatric equipment. The four shifts also started revisiting the regional Bariatric equipment that Dover Fire and Rescue maintains for the region, and policies surrounding the use of that equipment. The reason for the review is because one of the other regional ambulances that can use the bariatric equipment, is out of service for rebuilding for several months leaving Fire & Rescue's as a primary in the role. The last review was also in February 2017 which is when the pictures that follow were taken, so it was time again.

The definition of Bariatric which is "relating to or specializing in the treatment of obesity". In Dover, there is not a specific definition of what qualifies as obese. Operationally at Fire and Rescue, obese is considered above what a crew of five personnel can handle as that is the normal response for a complicated or life-threatening medical emergency and which gets assigned one ambulance with two personnel and one fire engine with three personnel. Generally, a crew of five can handle a patient that weighs up to 500 pounds in weight and that is not an uncommon occurrence, where each person lifts approximately 100 pounds in a coordinated manner with the other team members. Anecdotally, staff members here at Fire and Rescue can remember treating someone that weighed almost 800 pounds and as you know from watching various reality television shows, there are patients that can weigh in the vicinity of 1200 pounds. No matter what the weight and with all social issues aside, each person has the right in an emergency to proper care and treatment. So how does a normal size team of care providers lift a patient that weighs approximately 1000 pounds, who is unconscious or suffering from a broken hip, off a floor after a fall? The first step is rolling or sliding the patient onto a HoverMatt and inflating it. In the first photo below, the manikin which is the simulated patient, has been rolled onto the HoverMatt which it is being inflated with a small air pump.

After it inflates, a cushion of air is pushed out of the bottom to allow it to float. The HoverMatt is then placed in a deflated HoverJack which then using the same air pump, lifts the patient to the height of an ambulance stretcher, with the Bariatric ambulance stretcher being specially designed to support up to 1200 pounds (twice the normal design load of a typical stretcher). The transfer from the inflated HoverJack to the Bariatric Stretcher is in process in the second photo. Then, a winch is locked to a mount in the floor inside the ambulance and plugged into an electrical port which powers it, and the stretcher is pulled up ramps that are attached to the floor of the ambulance as well. This is shown in the photo to the right.



This all allows a normal size crew, to treat a Bariatric patient. The equipment pictured here, was provided through a NH Bureau of EMS program which provides typically, one set per county or designated response area, with the stipulation that the host community respond with it when requested by other area communities. In June, there have been two bariatric transports with one originating from the town of Lee with the other originating within Dover. As policy, the equipment is stored in the one of the fire stations and when requested either by a Dover crew, or an outside community – a crew is detailed to respond and get it.

Officer Brown and K9 Barco train on a daily basis. They also attend formal training on Mondays at the New Hampshire Police K-9 Academy, which is located at the Sig Sauer grounds in Epping NH, or at other designated areas in New England for a minimum of 20 hours a month. Currently K9 Barco holds a USPCA PDI and PDII certification.

With Chief Anthony Colarusso's retirement on May 31st, Chief William M. Breault became the City's 26th Police Chief on June 1st. Chief Breault promoted Detective Mathew Travaglini to the rank of sergeant. Sergeant Travaglini has been assigned to the Field Operations Division as an assistant shift commander. Chief Breault also promoted Sergeant Scott Pettingill to the rank of lieutenant. Lieutenant Pettingill has been assigned to the Field Operations Division as a shift commander. Additionally, Chief Breault promoted Lieutenant Brad Gould to the rank of captain. Captain Gould is the Field Operations Division commander.





Melissa Granger

On June 4, 2018, our newest dispatcher, Melissa Granger, started with the department. Melissa moved to New Hampshire from Connecticut, where she served as a public safety dispatcher for the Northwest Connecticut Public Safety Communications Center.

On June 13, 2018, Officer Brynn Dunne attended Marijuana Training. This training explains and discusses lessons learned of experiences of legalizing and commercializing marijuana and marijuana products.

During the month of June, Officer Plummer and Officer Dunne attended the annual NH DARE Conference. During the 2 day conference, the officers received training in DARE updates, behavioral health, and autism. The autism training was hands on and provided the officers with valuable resources for when the officers interact with individuals with autism.

On June 1, 2018, Stephanie Retrosi attended Healing in Action. This one day workshop on focused on a 5-phase cycle of healing after repeated trauma.

On June 4, 2018, Sergeant Mark Nadeau attended Intoxilyzer Recertification. This recertification is required every year to maintain intoxilyzer certification which is required so that officers can conduct breath tests in DWI investigations.

During June 2018, Sergeant Mark Nadeau and Detective Sean Mask attended a "Federal Firearms Laws & Firearms Identification" training presented by the U.S. Attorney's Office and the Bureau of Alcohol, Tobacco, Firearms & Explosives.

On June 7, 2018, Sergeant Matt Travaglini attended Firearms Instructor Recertification. This certification is required every two years to maintain firearms instructor certification.

On June 12, 2018, Sergeant Janine Harrington, Sergeant Matt Travaglini, and Assistant Communications Supervisor Lyndsay Salantri attended Supervisor Training. This one day training focused on different aspects needed at a supervisory level.

During the month of June, Lieutenant Pettingill attended a four hour block of instruction on the trends and dangers associated with methamphetamine and fentanyl possession and production in New Hampshire. The class was provided by the Drug Enforcement Administration Clandestine Laboratory Response Team. Lieutenant Pettingill reported the class was extremely informative and provided a great deal of officer safety related information. So much so, that Lieutenant Pettingill has scheduled the instructor to provide the same block of instruction for other officers at the Dover Police Department on July 19th.

Sustainability-Focused Outcomes

6

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

The Planning and Community Development Department selected Jackson Kaspari, a 2018 UNH graduate who will continue at UNH to pursue a PhD in Physical Chemistry, 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. The fellow will also input facility-level data into the EPA Portfolio Manager. Additionally, Planning Staff met with Community Services staff to refine the project, and expectations. Assistant City Planner Piekut attended an orientation for all 23 summer fellows and their host organizations at UNH, and worked with the Sustainability Institute to prepare for the fellowship.

Assistant City Planner Piekut attended the spring meeting of the New England Municipal Sustainability Network at the organization's invitation.

The Assistant City Manager and Assistant City Planner Piekut, along with three members of the Energy Commission and City Councilor Shanahan, interviewed four of five respondents to a Request for Proposals for the development of a solar photovoltaic array on the roof of the Dover High School and were unanimous in choosing to enter power purchase agreement (PPA) negotiations with Revision Energy for a 912 kw system.

The Planning and Community Development Department will have a fellow under the NH Municipal Association and the UNH Master's of Public Administration/Carsey Institute Fellowship begin in July. She will work on special projects such as the Architectural Guidelines, wayfinding, and composting under the guidance of Assistant City Planner Benton.

Staff prepared for and attended the Open Lands Committee meeting on May 17th to work on the preservation of open space. Staff conducted easement monitoring with OLC volunteers on May 8th and 23rd. Staff and OLC Chair met with a new landowner of a parcel with a conservation easement on May 2nd.

Planning and Community Development staff and Engineering staff met with representatives of the NH Department of Environmental Services and UNH Stormwater Center to discuss the Pollution Tracking and Accounting Pilot Project (PTAPP) and how it may be applied in Dover.

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

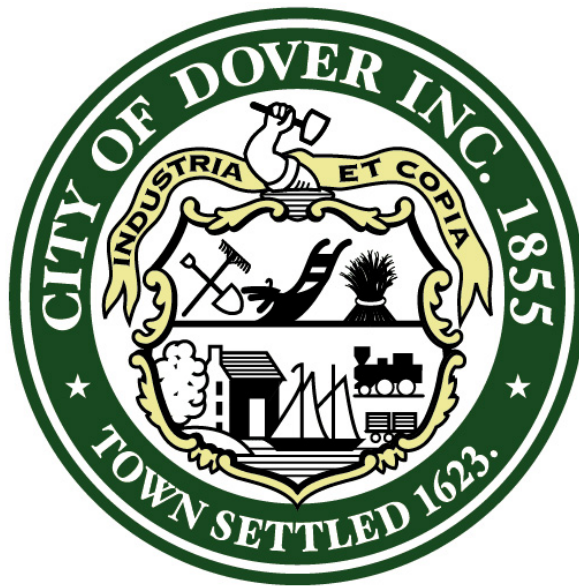
- By October, 2018, and then annually, review and update existing Strategic Plan and CIP.
- By December 2018, City Council prioritizes infrastructure needs: Environmental, Historic/Cultural resources, Technology.
- By May 2019 and then annually, City Council passes individual department appropriations 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: **McConnell Center, Room 305**
Meeting Date: **Wednesday, July 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 Williams led the Pledge.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Muffett- Lipinski.

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 Citizen's Forum.

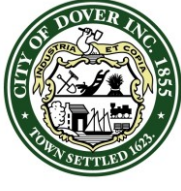
6. DISCUSSIONS

A. SOLAR PROJECTS

Dan Weeks, Director of Market Development, James Hasselbek, Operations Manager, and Steve Hinchman, Chief Counsel for Revision Energy gave a presentation on the possible use of solar energy at the Dover High School, the Children's Museum of New Hampshire, and Indoor Pool Facility. Presentation is archived with these Minutes.

7. ADJOURNMENT

Deputy Mayor Carrier motioned to adjourn; seconded by Councilor Thibodeaux.
Vote 8/0.

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>McConnell Center, Room 306</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, July 11, 2018</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	McConnell Center, Room 306	Meeting Date:	Wednesday, July 11, 2018	Meeting Time:	7:00pm
CITY COUNCIL - MINUTES											
Meeting Type:	Regular Meeting										
Meeting Location:	McConnell Center, Room 306										
Meeting Date:	Wednesday, July 11, 2018										
Meeting Time:	7:00pm										

1. CALL TO ORDER

~~2. MOMENT OF SILENCE~~

~~3. PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gasses, Councilor Keane, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams

Absent: Councilor Muffett-Lipinski.

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add an Ordinance, Chapter 148, as Item #13.C.1. He moved to add an Appointments Committee Report and a Joint Building Committee – Dover High School and Regional CTC Report.

Councilor Williams moved to add a Recreation Advisory Board Report.

Councilor Ciotti moved to add a Parking Commission Report.

Councilor Keane moved to add a Pool Advisory Committee Report.

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

Vote: 8/0.

7. PUBLIC HEARINGS

A. SETTING OF PROPERTY TAX EXEMPTIONS FOR ELDERLY, BLIND AND DISABLED FOR FISCAL YEAR 2019

SPONSORED BY COUNCILOR SHANAHAN

Mayor Weston, seeing no one 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.

Daniel Panto, Court Street: Spoke in support of Item 13.B.1.

Margaret Kieschnick, 9 Woodland Road: Spoke in support of Item 13.B.1.

Alex Freid, 6 East Watson Street: Spoke in support of Item 13.B.1.

 CITY OF DOVER	CITY COUNCIL - MINUTES <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>McConnell Center, Room 306</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, July 11, 2018</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	McConnell Center, Room 306	Meeting Date:	Wednesday, July 11, 2018	Meeting Time:	7:00pm
Meeting Type:	Regular Meeting								
Meeting Location:	McConnell Center, Room 306								
Meeting Date:	Wednesday, July 11, 2018								
Meeting Time:	7:00pm								

Samuel Renshaw, 5 Cross Street: Spoke in support of Item 13.B.1.

Ashly Seeliger, 706 Central Avenue: Spoke in support of Item 13.B.1.

David Greene, 45 Middle Road: Spoke in support of Item 13.B.1.

Jennifer MacDonald, 15C Hanson Street: Spoke in support of Item 13.B.1.

Elizabeth Goldman, 44 Rutland Street: Spoke in support of Item 13.B.1.

Jake Warner, 5 Ham Street: Spoke in support of Item 13.B.1.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing, which included Legal, Economic Development, Parking, and COAST ridership information. He stated that the EPA Administrator will be visiting Dover on Thursday, July 12, 2018, to take a tour and check the work Dover has done on Berry Brook. He spoke about the Department of Environmental Services (DES) – Solid Waste Division approval of a permit for the turnkey landfill expansion and the concerns with its proximity to the aquifer. He addressed questions from the Council.

City Manager Joyal spoke about Recreation Director Bannon's work at several parks in the City and his newest project at the Amanda Howard Park. Director Bannon will be holding a neighborhood meeting regarding upgrades to the park.

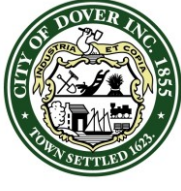
City Manager Joyal discussed the rodent issue in the City, educating the property owners, and getting them in touch with professional exterminators. He said they are not at the point of issuing citations. He discussed owners' property rights and the difficulty for the City to go on private property and complete certain tasks. He said they have been evaluating City properties and sewers, looking at solutions other communities have used, and looking into what measures can be addressed.

City Manager discussed drought conditions. He discussed finalizing the closing of the dredge cell and timing it with the waterfront project.

Mayor Weston started a discussion on projects in the City and the mixed use developments. Assistant City Manager Parker gave an overview of the past 15 years of development projects, and the shift to more commercial and mixed use developments.

City Manager Joyal introduced Jackson Kaspari, a UNH Intern working in the Planning Department.

Mr. Kaspari gave a PowerPoint presentation to the Council on "Measuring Municipal Carbon and Nitrogen Footprints." (Presentation and Report have been archived with these minutes.)

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th> </tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td> </tr> <tr> <td>Meeting Location:</td><td>McConnell Center, Room 306</td> </tr> <tr> <td>Meeting Date:</td><td>Wednesday, July 11, 2018</td> </tr> <tr> <td>Meeting Time:</td><td>7:00pm</td> </tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	McConnell Center, Room 306	Meeting Date:	Wednesday, July 11, 2018	Meeting Time:	7:00pm
CITY COUNCIL - MINUTES											
Meeting Type:	Regular Meeting										
Meeting Location:	McConnell Center, Room 306										
Meeting Date:	Wednesday, July 11, 2018										
Meeting Time:	7:00pm										

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

Vote: 8/0.

10. APPROVAL OF MINUTES

A. June 27, 2018 – Regular Meeting

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

Vote: 8/0.

11. MAYOR'S REPORT

Mayor Weston spoke about the July 4th events: Annual reading of the Independence and the successful Fireworks.

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

Vote: 8/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. SETTING OF PROPERTY TAX EXEMPTIONS FOR ELDERLY, BLIND AND DISABLED FOR FISCAL YEAR 2019

SPONSORED BY COUNCILOR SHANAHAN

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

Councilor Shanahan gave an overview of the Resolution to the Council.

Roll Call Vote: 8/0.

13. NEW BUSINESS

A. CONSENT CALENDAR

1. RAFFLE – Dover Baseball
2. RAFFLE – My Breast Cancer Support
3. ROAD RACE – Wentworth-Douglass Hospital
4. TAG - Dover Little Green Football



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, July 11, 2018**
Meeting Time: **7:00pm**

- 5. B18007 SOLAR POWER PURCHASE AGREEMENT FOR DOVER HIGH SCHOOL AND CAREER TECHNICAL CENTER**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. SOLAR POWER PURCHASE AGREEMENT FOR DOVER INDOOR POOL AND THE CHILDREN'S MUSEUM OF NEW HAMPSHIRE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. B18047 HENRY LAW PARK SHADE SAILS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. B18084 DESIGN CONSULTANT FOR COCHECO STREET PUMP STATION RECONSTRUCTION**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. OPERATION AND MAINTENANCE OF TOLEND ROAD PUMP STATION AND SEWER FORCE MAIN**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|-------------------------------------|--|
| 1. School Board | 14. Ordinance Committee |
| 2. Planning Board | 15. Parking Commission |
| 3. 400th 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. Conservation Commission | 20. Waterfront TIF Advisory Board |
| 8. Downtown TIF Advisory Board | 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 Board | |

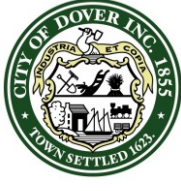
Deputy Mayor Carrier moved for the adoption of the Consent Calendar; seconded by Councilor Ciotti.

Mayor Weston asked the Council if they had items they would like pulled for further discussion. Councilor Keane pulled Items 13.A.5. and 13.A.6.

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

Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.5.; seconded by Councilor Keane. City Manager Joyal gave an overview of the Resolution to the Council, and the extent of this project.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: McConnell Center, Room 306 Meeting Date: Wednesday, July 11, 2018 Meeting Time: 7:00pm
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Councilor Ciotti referred to the Background Material, third paragraph, and questioned the statement "The project is expected to export approximately 60% of annual generation to the grid."

Dan Weeks, representative from ReVision Energy, stated that was incorrect. He said it may have been taken from the offset percentage. The solar array will offset 40% of the total load. He added that the exported power to the grid will be a single digit percentage.

Assistant City Manager Parker said it was incorrect. He transposed the figures. He explained that 40% of the annual load will be accommodated from the solar array. He said the current wording on the Resolution implies the wrong thing.

Councilor Ciotti clarified that 40% will be produced by the solar array, and the other 60% will be purchased.

City Manager asked the Council for an amendment to correct the statement; "Continue to purchase 60% from the grid," as opposed to the current opposite wording.

Councilor Thibodeaux moved to make the amendment mentioned by the City Manager; seconded by Councilor Shanahan.

Councilor Ciotti referred to the Power Purchase Agreement and move to use the wording in the document: "The system is engineered to produce 1,055,330 kWh of clean solar electricity annually or approximately 40% of the school's projected annual load"

Vote: 8/0.

Deputy Mayor Carrier asked to give School Board Chairperson Russell a chance to speak with the Council.

Ms. Russell spoke on the behalf of the School Board and talked about the purchase of the solar array.

City Manager Joyal said he anticipates that these two Solar Resolutions will have a nonappropriation clause added into the Power Purchase Agreement. He said he will have to come back to the Council with a different resolution if they cannot insert the nonappropriation clause into the agreement.

Mayor Weston asked for confirmation that these solar projects have no impact on the tax payer. City Manager Joyal agreed and added if these projects work as projected they should have an even greater savings.

Mr. Weeks said while they can't predict the future, he didn't foresee a negative impact from these projects.

Roll Call Vote: 8/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.6.; seconded by Councilor Keane.

Councilor Ciotti asked about the Children's Museum of New Hampshire's role in this project.

City Manager Joyal said the Children's Museum and Indoor Pool will benefit from this project, but at the end of the day it's the City's facility and they will purchase the system if the Council chooses to do so.

Roll Call Vote: 8/0.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: McConnell Center, Room 306 Meeting Date: Wednesday, July 11, 2018 Meeting Time: 7:00pm
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Deputy Mayor Carrier gave an overview of the Appointments Committee Report to the Council, and said they are recommending the appointment of Jesse Andrew Gault to the 400th Anniversary Committee.

Deputy Mayor Carrier moved to accept the Appointments Committee Report; seconded by Councilor Ciotti.

Vote: 8/0.

Councilor Ciotti gave an overview of the Parking Commission Report to the Council.

Deputy Mayor Carrier moved to accept the Parking Commission Report; seconded by Councilor Ciotti.

Vote: 8/0.

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

Deputy Mayor Carrier moved to accept the Pool Advisory Committee Report; seconded by Councilor Thibodeaux.

Vote: 8/0.

Councilor Williams gave an overview of the Recreation Advisory Board Report to the Council.

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

Vote: 8/0.

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

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

Vote: 8/0.

B. RESOLUTIONS

1. SUPPORT OF IMMIGRANTS

SPONSORED BY MAYOR WESTON AND COUNCILORS SHANAHAN AND KEANE

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

Mayor Weston gave an overview of the Resolution to the Council. She said Councilor Muffett-Lipinski contacted her before the meeting to ask to be added as a sponsor. She asked the Council if they all wanted to sponsor the Resolution.

Councilors talked to this Resolution and why they supported it.

The entire Council wished to be added as a sponsor to the Resolution.

Mayor Weston moved to make two amendments to the Resolution:

1. Strike the Whereas stating: "Our City of Dover finds it contrary to a healthy community any business or police collaboration with CBP and/or ICE."



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
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Meeting Time: **7:00pm**

2. Add to the And Be It Further Resolved following Governor Sununu, "the New Hampshire Congressional delegation, and the Secretary of Homeland Security." Councilor Williams moved to make the amendment (as stated above); seconded by Councilor Keane.

Vote: 8/0.

Mayor Weston asked for a roll call vote on the amended Resolution.

Roll Call Vote: 8/0.

C. ORDINANCES IN 1ST READING

1. CHAPTER 148, SECTION 13-24 – WATER SYSTEM (TO BE REFERRED TO A PUBLIC HEARING ON JULY 25, 2018.) SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a public hearing on July 25, 2018; seconded by Councilor Williams

Vote: 8/0.

14. COUNCIL CORRESPONDENCE

None.

15. COUNCIL MATTERS OF INTEREST

Mayor Weston said the Bradley Commons ribbon cutting will be held on July 27, 2018 at 10:00 am.

16. ADJOURN

Councilor Shanahan moved to adjourn; seconded by Councilor Williams.

Vote: 8/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: **Water System**
Chapter: **148**
Section: **13-24**

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to add ARTICLE II Water System Use, Sections 13-16 and ARTICLE III Outdoor Lawn Watering Restrictions, Sections 17-24.

2. AMENDMENT

Chapter 148 entitled “Water System” is hereby amended by adding ARTICLE II Water System Use as Sections 13-16 and ARTICLE III Outdoor Lawn Watering Restrictions as Sections 17-24 to the Table of Contents as follows:

ARTICLE I

CONTROL OF BACKFLOW AND CROSS-CONNECTIONS

- 148-1. **Purpose; Responsibility of Director.**
- 148-2. **Statutory Authority; Responsibility of Water Department.**
- 148-3. **Definitions.**
- 148-4. **Protection Requirements; Inspections; Noncompliance; Permits.**
- 148-5. **Administration.**
- 148-6. **Responsibilities.**
- 148-7. **Degree of Hazard.**
- 148-8. **Permits.**
- 148-9. **Existing In-Use Backflow Devices.**
- 148-10. **Testing.**
- 148-11. **Records and Reports.**
- 148-12. **Fees and Charges.**

ARTICLE II



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: Water System
Chapter: 148
Section: 13-24

WATER SYSTEM USE

148-13. Purpose.

148-14. Authority.

148-15. Emergency Water Shortage.

148-16. Penalties

ARTICLE III

OUTDOOR LAWN WATERING RESTRICTIONS

148-17. Purpose.

148-18. Authority.

148-19. Applicability.

148-20. Definitions.

148-21. Restrictions Under Drought Conditions.

148-22. Public Notification of Water Use Restrictions.

148-23. Termination of Water Use Restriction.

148-24. Penalties.

3. AMENDMENT

Chapter 148 entitled “Water System” is hereby amended by adding ARTICLE II Water System Use as Sections 13-16 as follows:

ARTICLE II

WATER SYSTEM USE

148-13. Purpose.

The purpose of this Article is to protect public health, welfare and safety, as well as the City’s water system during an emergency water shortage.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: Water System
Chapter: 148
Section: 13-24

148-14. Authority.

The provisions of this regulation are adopted pursuant to RSA 38:26 and RSA 47:17, XV.

148-15. Emergency Water Shortage.

Whenever an emergency exists by reason of a shortage of water due to Drought conditions, inadequate supply, limited treatment or distribution capacity, or failure of equipment, material or infrastructure, the City Manager is authorized to restrict or prohibit the use of water from the City water system. Such restriction and/or prohibition of the use of water from the City water system shall be implemented in the following manner:

- A. Declaration of Emergency. A water emergency exists whenever the City Manager makes a written determination that the City's water system is unable to, or will, within sixty (60) days of such written determination, become unable to supply the full commercial, domestic and residential needs of the users of the City's water system, including needs for adequate fire protection, based on average water system usage over the prior twenty-four (24) month period, or whenever Drought conditions exist as defined in 148-20.
- B. Issuance of Notice of Emergency. Upon the declaration of a water emergency, the City Manager shall issue a written emergency notice declaring the emergency and setting forth with particularity an order restricting the use of water from the City's water system. Such order may: (1) restrict water system usage during certain periods during the day or week or according to any orderly and nondiscriminatory scheme; and (2) prohibit water system usage not essential to public health and safety. The order, as issued, may be revised from time to time as the City Manager deems necessary.
- C. Public Notification of Emergency.
 - (1) Public and/or Posting of Notice. The written emergency notice provided for in subsection B above shall be published in a newspaper of general circulation within seventy-two (72) hours after the issuance of such notice. In addition to publication as provided for in the previous sentence, the written emergency notice shall be posted in two (2) places within the City, one of which may be the City website. The water emergency and the emergency restriction and/or prohibition of water usage shall be in full force and effect upon the earlier of the compliance with the publication or posting requirements set forth in this sub-section. Substantial compliance with this sub-section shall be sufficient to implement the effect of the emergency notice.
 - (2) Immediate Threat to Public Health or Safety. Whenever a sudden or unexpected event so reduces the availability of water or water pressure as to create an immediate threat to public health or safety, the emergency notice provided for in the preceding sub-section may be given by any reasonable means, including



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: Water System
Chapter: 148
Section: 13-24

electronic means. The water emergency and any restrictions and/or prohibition of water usage promulgated therewith shall be in full force and effect upon the giving of such notice, provided that, if any such means is other than that required in sub-section (1) of this sub-section, the emergency notice shall be promulgated in accordance with the provisions of sub-section (1) of this sub-section within seventy-two (72) hours of the first emergency notice.

D. Length of Emergency. A duly proclaimed water emergency shall continue, and the terms of the restriction and/or prohibition of water uses as set forth in the written emergency notice shall be in force until such time as the City Manager shall cause to be published a notice that the emergency has ended consistent with subsection C above, unless the City Council, by resolution extends the emergency notice.

E. Appeals of Water Emergency Declaration. Any person aggrieved by a declaration of water emergency by the City Manager shall have the right to present the matter in writing to the next regular or special meeting of the City Council or any emergency session of the Council called to discuss the water emergency. The City Council may exempt such aggrieved person, in whole or in part, from the compliance with such order upon a showing that compliance with such order creates an immediate threat to such person's health or safety. A ruling by a majority vote of the City Council with regard to such appeal shall be final and binding. Until and unless the action of the City Manager is modified or revoked by action of the City Council, all water system usage shall be bound by the terms of the emergency notice issued by the City Manager.

148-16. Penalties.

Any person who, in any manner, directly or indirectly, violates or permits others under his/her custody or control to violate any terms of a duly issued written emergency notice shall be guilty of a violation. Each separate day or water use in violation of such emergency notice shall constitute a separate offense and each separate prohibited water use in excess of one (1) on the same day shall constitute a separate offense. Violation of this Article shall be punishable by a fine of one hundred dollars (\$100.00) for the first offense and a fine of two hundred and fifty dollars (\$250.00) for each subsequent offense.

4. AMENDMENT

Chapter 148 entitled "Water System" is hereby amended by adding ARTICLE III Outdoor Water Use Restrictions as Sections 17-24 as follows:



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: Water System
Chapter: 148
Section: 13-24

ARTICLE III

Outdoor Water Use Restrictions

148-17. Purpose.

The purpose of this Article is to protect public health, welfare, and safety by restricting the use of water from the City water system and private water wells during a state or federally declared Drought.

148-18. Authority.

The provisions of this Article are adopted pursuant to RSA 41:11-d.

148-19. Applicability.

The requirements of this Article shall apply immediately after the public notice period described in Section 148-22 to all described uses of water within the City of Dover from the City water system and from private water wells when administrative agencies of the state or federal government have designated the City or region as being under a declared state or condition of Drought.

148-20. Definitions.

As used in this Article, the following terms mean:

DROUGHT - A sustained and regionally extensive occurrence of appreciably below average natural water availability in the form of precipitation, stream flow or groundwater. One or more of the following resources are used by the City of Dover to determine the declaration of a Drought condition:

- (1) The New Hampshire Drought Management Team as designated by the New Hampshire Drought Management Plan.
- (2) State of Emergency declaration by the Governor's Office.
- (3) United States Drought Monitor.

RESIDENTIAL LAWN WATERING - The application of water to decorative grass at property that's primary use is to provide living accommodations for people.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: Water System
Chapter: 148
Section: 13-24

148-21. Restrictions Under Drought Conditions.

The following limits to Residential Lawn Watering will apply under Drought conditions. The specified levels (Level 1 through 3) will be determined by the City Council, upon the recommendation of the Dover Utilities Commission or City staff, and will be included in the public notice required under Section 148-22 of this Chapter.

A. If the City issues a Level 1 restriction, then:

- (1) Residential Lawn Watering by odd numbered addresses is permitted only on Mondays, Wednesdays, and Fridays.
- (2) Residential Lawn Watering by even numbered addresses is permitted only on Tuesdays, Thursdays, and Saturdays.
- (3) Residential Lawn Watering shall not occur between the hours of 8 A.M. and 7 P.M.

B. If the City issues a Level 2 restriction, then:

- (1) Residential Lawn Watering by odd numbered addresses is permitted only on Mondays and Thursdays.
- (2) Residential Lawn Watering by even numbered addresses is permitted only on Tuesdays and Fridays.
- (3) Residential Lawn Watering shall not occur between the hours of 8 A.M. and 7 P.M.

C. If the City issues a Level 3 restriction, then:

- (1) Residential Lawn Watering is prohibited.

148-22. Public Notification of Water Use Restriction.

Notification of any intention to restrict water use and the requirements associated with Section 148-21 shall be given at least three (3) calendar days before implementation. Notice of the restrictions shall be posted in a newspaper of general circulation and in at least two (2) public places, one of which may be the City website.

148-23. Termination of Water Use Restriction.

The City Council shall terminate the water use restriction when it determines conditions warrant. Public notification and termination of a water use restriction shall be given consistent with the notice requirements of Section 148-22.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: Water System
Chapter: 148
Section: 13-24

148-24. Penalties.

Any person who, in any manner, directly or indirectly, violates or permits others under his/her custody or control to violate any terms of a duly issued outdoor water use restriction notice shall be guilty of a violation. Each separate day or water use in violation of such outdoor water use restriction notice shall constitute a separate offense and each separate prohibited water use in excess of one (1) on the same day shall constitute a separate offense. Violation of this Article shall be punishable by a written warning for the first offense, a fine of one hundred dollars (\$100.00) for the second offense, and a fine of two hundred and fifty dollars (\$250.00) for each subsequent offense.

5. TAKES EFFECT

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

REFERRAL TO A PUBLIC HEARING ON JULY 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 City Attorney		
Recorded by:	Karen Lavertu City Clerk		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2018.07.11 - 006**
Ordinance Title: Water System
Chapter: 148
Section: 13-24

DOCUMENT HISTORY:

First Reading Date: 07/11/2018	Public Hearing Date: 07/25/2018
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.		

ORDINANCE BACKGROUND MATERIAL:

Access to clean water is vital to the City of Dover and its residents. Dover residents connected to the City water system obtain groundwater pumped from eight wells located throughout the City. These wells provide access to four underground aquifers of high quality water to supply the City and its residents' multifaceted needs. City residents on private wells also rely on water from these aquifers. The City invests millions of dollars on its water system annually in order to ensure it continues to operate effectively and efficiently. During times of drought or an emergency water shortage, mechanisms must be in place to restrict certain uses of water, and to conserve water use, in order to protect public health, safety, and welfare, and/or to protect the functionality of the City water system.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2018.07.25 – 098**

Resolution Re: B18089 Household Hazardous Waste Clean Up Day

WHEREAS: The sealed request for bid B18089 was solicited and received for household hazardous waste collection services on July 3, 2018 at 2:00 pm; and

WHEREAS: Three firms responded with unit price quotes for different chemicals that the City anticipates will be collected for the project in its entirety. The collection day will be August 25, 2018; and

WHEREAS: Low bid meeting specifications was submitted by MXI Environmental Services, LLC of Langhorne, PA at varying rates for collection various household hazardous waste chemicals. The estimated annual expenditure exceeding \$25,000 threshold thereby requiring council approval.

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 MXI Environmental Services, LLC for household hazardous waste collection services given rates provided in conjunction with bid B18089. 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
3320.1.300.43230.4421.000000	Waste Management Disposal Services	317,489	317,489

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
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2018.07.25 – 098**

Resolution Re: B18089 Household Hazardous Waste Clean Up Day

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.1.

Resolution Number: **R – 2018.07.25 – 098**

Resolution Re: B18089 Household Hazardous Waste Clean Up Day

RESOLUTION BACKGROUND MATERIAL:

The City of Dover, New Hampshire requested proposals from qualified firms for Household Hazardous Waste Collection Services. The vendor will operate collection activities at the site on Saturday, August 25, 2018 from 9:00 a.m. to 1:00 p.m. All collected waste, equipment and related materials resulting from the operation of this collection will be removed from the site no later than 7:00 p.m. of the day of the collection.

Bid Information:

The sealed request for bid B18089 was solicited and received for household hazardous waste collection services on July 3, 2018 at 2:00 pm.

Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations emailed:	124	Number of Responses:	3
Warranty:	na	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	until completion	Estimated Delivery:	8/25/2018
Recommended Award to:	MXI	Fund:	Recycling Collections
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

[Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2018.07.25 – 099**
Resolution Re: Books & Media Purchases

WHEREAS: The City of Dover NH Public Library is a member of the New Hampshire State Library's Book Purchasing Co-Op; and

WHEREAS: The State Library has identified Baker and Taylor, Inc as the book wholesaler most advantageous in terms of services and pricing for various children's and adult's books, tapes, CD's and DVD's; and

WHEREAS: The City can take advantage of the substantial savings realized by using Baker and Taylor, Inc., as their book jobber.

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

Per 3-37B, Exceptions to Competitive Bidding, of the Dover Purchasing Procedure, the Purchasing Agent may, with approval of the City Manager, waive bidding procedures when purchasing through the state of New Hampshire or at state bid prices.

The Purchasing Agent is hereby authorized to issue a purchase order to Baker and Taylor, Inc., of Philadelphia, PA in the amount of \$80,000.00 for continued book, tape, CD and DVD purchases. The amount of this authorization shall be limited so as to not exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.390.45500.4748.00000	Library Books and Publications	107,915	107,600

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
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2018.07.25 – 099**
Resolution Re: Books & Media Purchases

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.2.

Resolution Number: **R – 2018.07.25 – 099**
Resolution Re: Books & Media Purchases

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has continued to use a book jobber originally identified a number of years ago by the NH State Library, to provide various types and large quantities of books and other medial materials as needed. The City of Dover receives the same pricing schedule as other members of this Co-Op organization.

Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

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:	As contracted	Estimated Delivery:	As needed
Recommended Award to:	Baker and Taylor, Inc.	Fund:	Library books and Publications
Other Approvals Required:	State of NH	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.3.

Bid Number: **R -2018.07.25 – 100**
Bid Description: Various Senior Center Trips

WHEREAS: The Senior Center Travel Supervisor has a schedule of possible trips for the remainder of calendar year 2018 through the beginning of 2019. A list and estimated costs are outlined in the background section of this resolution. The Senior Center Travel Supervisor obtains pricing information for these trips as scheduled; and

WHEREAS: In order to maximize the size of the group as well as to address any last minute cancellations, the travel agents keep the registration open as long as the tour company allows. Sometimes the end date of the registration period and determination of a final price falls after the deadline for the next City Council meeting agenda so the City is not always able to get the resolution to the Council before the trip departs; and

WHEREAS: Revenue is collected and deposited into the special revenue account for the Senior Center and expensed out as needed for various trips. Since the costs are paid for by the traveler, they wish to pick the tour companies they will use.

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

Per 3-36.B. The sealed competitive bid procedure may be waived by a majority vote of the City Council.

The Purchasing Agent is hereby authorized to issue purchase orders for travel services at rates obtained by the Senior Center Travel Supervisor. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
3410.1.350.45126.4443.00000	McConnell Senior Travel Programs	145,000	145,000

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
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER – RESOLUTION

Agenda Item#: 13.A.3.

Bid Number: **R -2018.07.25 – 100**
Bid Description: Various Senior Center Trips

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.

Bid Number: **R -2018.07.25 – 100**
Bid Description: Various Senior Center Trips

BACKGROUND MATERIAL:

This is a blanket resolution for the Senior Center trips using various travel agencies as needed. The Senior Center travel supervisor obtains pricing information for trips the Dover Senior Center wishes to take that are run annually and have a consistent group of travelers and a set of travel and accommodation expectations that the travelers strive to meet.

In order to maximize the size of the group as well as to address any last minute cancellations, the travel agents keep the registration open as long as the tour company allows. Sometimes the end date of the registration period and determination of a final price falls after the deadline for the next City Council meeting agenda so the City is not always able to get the resolution to the Council before the trip departs.

Coach Company

Quarterly Mohegan Sun/Foxwoods (~\$1,070/quarter)
Quarterly trips to Boston area attractions (~\$1,000/quarter)

Fox Tours:

July 24-25th: Nantucket Discovery (~\$10K)
August 15th: Gloucester Lobster Cruise (~\$8K)
October 1-4th: Quebec City (~\$30K)
November 5-6th: Casino Escape (~\$8K)
December 31st: New Year's @ Noon (~\$4K)
2019 day trips are not out and confirmed yet

Best of Times Travel

TBD – 2 possible 2019 day trips, including St. Patrick's Day trip in March – approx. (\$3-\$4K each)

Yankee Tours:

Daytona – Feb 2019 (Between \$20K & \$40K depending on traveler numbers)

Purchasing Information:

Type:	Purchase order	Advertised:	no
Invitations Mailed:	N/A	Number of Responses:	na
Warranty:	na	Terms:	Net 30,
Work Bonded:	No	Contract:	No
Prices will hold for	Until Trip date	Estimated Delivery:	2018-2019
Recommended Award to:	Various	Fund:	3410
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for City Manager Approval:	Waive sealed bidding procedure



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.07.25 - 101**
Resolution Re: **Regional Homeless Master Plan**

WHEREAS: The City of Dover is a member of the Tri-City Mayors' Task Force on Homelessness whose mission is to foster dialog, exploration and implementation of joint policies and programs which would identify the regional homeless issues; and

WHEREAS: The Task Force would like to retain a consultant to assist with the preparation of a Master Plan to be reviewed and adopted by each community, to identify strategies to achieve long term solutions to address these issues; and

WHEREAS: The Task Force received a proposal from the Strafford Regional Planning Commission (SRPC), an entity all three communities are members of, and work with for review of regional issues, in the amount of \$14,997.00 to complete said Master Plan Chapter; and

WHEREAS: The City can act as the fiscal agent contracting with SRPC for the work, with each community providing one third the funding for the Master Plan.

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

The Dover City Manager is authorized to retain the Strafford Regional Planning Commission to complete the Master Plan, based upon the proposal attached, with the understanding that the Commission will work with the Tri-City Mayors' Task Force on Homelessness to complete the Plan in an expedited manner.

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

The Dover City Manager is authorized to work with the Cities of Somersworth and Rochester to obtain one third of the cost of the study from each community. The Purchasing Agent is hereby authorized to use a Purchase Order to Strafford County Regional Planning Commission for the completion of a master plan for the Tri-City Mayors' Task Ford on Homelessness in the amount of \$14,997.00.

Financing

Account	Description	Appropriation	Balance
1000.1.400.44410.4339.00000	Consulting Svcs	\$ 15,000.00	\$ 15,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
Councilor Marcia Gasses

Approved as to Legal Form: Anthony Blenkinsop
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.07.25 - 101**
Resolution Re: **Regional Homeless Master Plan**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Matthew Keane, Ward 6		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.07.25 - 101**
Resolution Re: **Regional Homeless Master Plan**

RESOLUTION BACKGROUND MATERIAL:

The City of Dover has partnered with the cities of Rochester and Somersworth to create the Tri-City Mayors' Task Force on Homelessness whose mission is to foster dialog, exploration and implementation of joint policies and programs which would identify the regional homeless issues. This Task Force was formed in March, 2017. The Task Force has 4 members from each community and has met monthly. The goals of Task Force are:

- Identify and define those aspects of homelessness to be addressed by regional action;
- Articulate appropriate benchmarks and metrics to measure success;
- Develop sustainable programs and proposals to achieve success by using resources and skills of government, non-profit organizations, faith-based institutions, and the business community'
- By August 30, 2018 forward a master plan for the Tri-City area to the Dover, Rochester and Somersworth City Councils for approval (*This has been extended until December*)

As part of the meetings, the Task Force identified the need to bring a third party in to work with it to develop a Master Plan which would review the issues and provide a strategic framework for identifying solutions to the issues. The Task Force requested a proposal from the Strafford Regional Planning Commission (see attached), which would:

- Conduct some research/data analysis in support of the Task Force's efforts and plan development;
- Provide meeting facilitation that incorporates plan development, public education and outreach; and
- Compile and edit the final plan document.

The Planning Commission is a regional entity which serves and advises its member communities not only by providing requested technical assistance, but they work to address the various regional issues raised by member communities each year. As stated within RSA 36:50, Regional Planning Commissions may assist communities within the region to carry out any regional plan or plans developed. SRPC provided a response to the request for a proposal which included a cost of \$14,997.00. The Task Force is asking that each community provide a third of the funding for the Plan. The City of Dover would be the fiscal agent with the Task Force acting as the client working with the Planning Commission. Dover would seek financial participation from Rochester and Somersworth with each community providing one third the cost.

BARRINGTON
BROOKFIELD
DOVER
DURHAM
FARMINGTON
LEE
MADBURY
MIDDLETON
MILTON



NEW DURHAM
NEWMARKET
NORTHWOOD
NOTTINGHAM
ROCHESTER
ROLLINSFORD
SOMERSWORTH
STRAFFORD
WAKEFIELD

June 29, 2018

Jeremy Hutchinson
Chair, Tri-City Mayors' Task Force on Homelessness
City of Rochester
31 Wakefield Street
Rochester, NH 03867

Re: Proposal to Complete Master Plan for the Tri-City Mayors' Task Force on Homelessness

Dear Mr. Hutchinson:

It is our understanding that the Tri-City Mayors' Task Force on Homelessness has been tasked with creating a master plan that Dover, Rochester, and Somersworth can use to better address their growing homelessness needs. We have been informed that the Task Force is currently seeking assistance from our organization to provide technical assistance during this process. Below we have provided the scope of work and estimated cost of completion.

The Strafford Regional Planning Commission (SRPC) is submitting a proposal and scope of work to assist the Tri-City Mayors' Task Force on Homelessness in drafting a master plan that achieves the commission's goals and objectives. The process will be conducted collaboratively and with guidance from members of the Task Force.

- I. Project Title: Tri-City Mayors' Task Force on Homelessness Master Plan
- II. Project Narrative: SRPC's approach to this project will seek to accomplish three important planning objectives. First will be to establish baseline information and existing conditions in each community through data research and interviews; the second will be to provide meeting facilitation and organize public education and outreach process; and third will be to provide editing and writing assistance during the plan's development.
 - a. Data Research and Information Gathering
 - i. Use GIS data to provide baseline information for each of the three communities. Data sources will include, but is not limited to the: US Census Bureau, American Community Survey 5-Year Estimates, Housing and Urban Development, NH Office of Strategic Initiatives, local assessing data, NH Housing Finance Authority, Comprehensive Housing Affordability Strategy, and SRPC's Regional Housing Needs Assessment.
 - ii. In coordination with the Task Force, facilitate key interviews with stakeholders. This will include local emergency personnel and law enforcement, city staff, facilities managers, as well as vulnerable and underserved populations. The intent will be to document current practices and procedures as well as identify possible needs and opportunities.
 - b. Meeting Facilitation and Public Education and Outreach Process
 - i. SRPC staff will facilitate Monthly Task Force meetings commencing in August 2018 and continuing through December 2018. Meetings will each include time for the Task Force members to hold a workshop session, public education through guest speakers or other presentations on critical issue

areas, and an opportunity for public input. Past planning processes have benefited by integrating these three components into meeting agendas maximizing the ability to incorporate multiple voices into the planning process and develop plan content while ideas are fresh. To guide the Task Force through the plan development process, SRPC recommends the following milestones be reached at monthly meetings:

1. August: Hold a workshop with the Task Force to identify specific goals and objectives
2. September: Develop a preliminary list of strategic actions to achieve the goals and objectives
3. October: Prioritize goals, objectives and actions
4. November: Develop an implementation plan
5. December: Review a first draft of the proposed plan

c. Plan Compilation and Editing

- i. Develop short-, medium-, and long-term actions to help each community address ongoing and future homelessness challenges.
- ii. Highlight success stories from other communities that exemplify best practices and models from the Tri-city Mayors' Task Force.
- iii. Final document compilation utilizing content developed by the Task Force and materials prepared by SRPC.
- iv. Edit the final plan document.

III. Project Budget:

Project Tasks	Hours	Cost
Task 1: Data Research and Information Gathering		
GIS Data Analysis	31	\$1,960
Stakeholder Interviews	22	\$1,678
Task 2: Meeting Facilitation and Public Education and Outreach Process		
Identify specific goals and objectives	10	\$716
Identify strategic actions to achieve the goals and objectives	10	\$716
Prioritize goals, objectives and actions	10	\$716
Develop an implementation plan	10	\$716
Review a first draft of the proposed plan	10	\$716
Task 3: Plan Compilation and Editing		
Develop short-, medium-, and long-term actions	26	\$2,016
Highlight success stories from other communities	26	\$2,016
Final document compilation	38	\$2,700
Edit the final plan document	16	\$912
Task Subtotals	209	\$14,862
Travel		\$85
Supplies (postage, printing, etc.)		\$50
Other Direct Costs		\$0
Total Cost		\$14,997

Hours are estimated and provided for reference only. The addition of work tasks or attendance at meetings beyond those described in the project scope of work will result in an increased project cost.

SRPC staff is available to commence work upon contract execution.

If you have any other questions, please contact Jennifer Czysz at 603-994-3500 or jczysz@strafford.org. We appreciate the opportunity to partner with the City's of Dover, Rochester, and Somersworth to address an important planning need.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jennifer Czysz', with a long horizontal flourish extending to the right.

Jennifer Czysz, AICP
Executive Director



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.07.25 – 102**
Resolution Re: **FY2019 CIP Appropriation and Authorization for
CWSRF Storm Water Asset Management Loan**

WHEREAS: The City Council desires to make public improvements and to finance these improvements through the NH Clean Water State Revolving Fund Program and;

WHEREAS: The Storm Water Asset Management loans are available through the NH Department of Environmental Services, and the loan includes 100% principal forgiveness for storm-water work; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital project is appropriated with estimated useful lives in excess of the length indicated:

		Proposed			
Item #	Description	Appropriation	Life/Yrs	Department	Fund
1	Storm Water Asset Management	\$30,000	5	Comm Serv - PW	General
	Total	\$30,000			

AND FURTHER BE IT RESOLVED THAT:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover is hereby authorized to participate in the NH Clean Water State Revolving Fund (CWSRF) Program for financing this project. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH CWSRF Program to obtain the loan for eligible identified project.

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal
Form and Compliance: Anthony Blenkinsop
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.07.25 – 102**
Resolution Re: **FY2019 CIP Appropriation and Authorization for
CWSRF Storm Water Asset Management Loan**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.07.25 – 102**
Resolution Re: **FY2019 CIP Appropriation and Authorization for
CWSRF Storm Water Asset Management Loan**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes an appropriation for an FY2019 Capital Improvements Program project financed by loan from NH DES Clean Water State Revolving Fund, with 100% principal forgiveness, and authorizes the city to enter into the loan agreement with NH DES.

This resolution makes an appropriations to apply condition assessment and prioritization concepts to approximately 5-7 miles of the City's subsurface stormwater system in the most urbanized part of the City.

Debt Authorization versus Debt Retirement

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

Description	City
Pending Authorization	30,000
Prior FY19 CIP Authorization	4,100,000
FY19 Principal Retirement	3,832,184
Net Change	297,816

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2018 and this authorization, against the legal debt limit of the City.

Description	City
Debt Outstanding	40,671,411
Authorized - Unissued	13,864,494
Total Issued & Unissued	54,535,905
This Authorization	30,000
Grand Total	54,565,905
Legal Debt Limit	97,586,960
Unused Capacity	43,021,055
Percent Unused	44.10%

Note: City Legal debt limit is based on 3 percent of equalized assessed value.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.07.25 – 102**

Resolution Re: **FY2019 CIP Appropriation and Authorization for
CWSRF Storm Water Asset Management Loan**

Budgetary and Rate Impacts

The \$30,000 CWSRF loan is expected to be paid back over a 5-year period. Principal repayments would be \$6,000 per year and this amount would be offset by an equal annual amount of principal forgiveness resulting in no impact to the City's General Fund budget for principal repayment. The interest that would accrue on outstanding principal balances over the 5 year period is estimated to be a total of \$2,250 impact to the City's General Fund budget over that 5 year period. This would be less than a \$0.01 impact on the annual tax rate.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2018.07.25 - 007**
Ordinance Title: Driveways
Chapter: 92
Section: All

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to repeal Chapter 92

2. AMENDMENT

Chapter 92 entitled “Driveways” is hereby repealed in full as it is now contained within Chapters 149 and 155.

~~DRIVEWAYS~~

~~CHAPTER 92~~

~~92-1. Purpose.~~

~~92-2. Statutory Authority.~~

~~92-3. Applicability.~~

~~92-4. Definitions.~~

~~92-5. Construction Permits.~~

~~92-6. Standards.~~

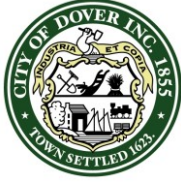
~~92-7. Paving Contractor's License.~~

~~92-8. Conversion of Driveways to Public Streets.~~

~~92-9. Violations and Penalties; Costs of Restoration.~~

~~92-10. Modification of Standards.~~

~~92-11. Appeals.~~

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY OF DOVER - ORDINANCE</th></tr> <tr> <td colspan="2">Agenda Item#: 13.C.1.</td></tr> <tr> <td>Ordinance Number:</td><td>O – 2018.07.25 - 007</td></tr> <tr> <td>Ordinance Title:</td><td>Driveways</td></tr> <tr> <td>Chapter:</td><td>92</td></tr> <tr> <td>Section:</td><td>All</td></tr> </table>	CITY OF DOVER - ORDINANCE		Agenda Item#: 13.C.1.		Ordinance Number:	O – 2018.07.25 - 007	Ordinance Title:	Driveways	Chapter:	92	Section:	All
CITY OF DOVER - ORDINANCE													
Agenda Item#: 13.C.1.													
Ordinance Number:	O – 2018.07.25 - 007												
Ordinance Title:	Driveways												
Chapter:	92												
Section:	All												

~~[HISTORY: Adopted by the City Council on 12-14-1977¹. Amendments noted where applicable.]~~
~~GENERAL REFERENCES—Streets and sidewalks—See Ch. 152; Ch. 155 Subdivisions~~

~~92-1. Purpose.~~

~~The purpose of this chapter is to further the safe and orderly development of the city through the establishment of an administrative procedure by which the location, method and materials used to provide vehicular access to and from city streets onto private property are subject to the review and approval of the Director of Public Works.~~

~~92-2. Statutory Authority.~~

~~This chapter is enacted pursuant to the provisions of RSA 236:13.~~

~~92-3. Applicability.~~

~~The provisions of this chapter apply to the construction, reconstruction, alteration, surfacing or resurfacing of any driveway which intersects with the right-of-way of any city-owned, city maintained way and/or other private way. Section 92-7 of this Chapter, referring to licensing requirements, applies to all paving contractors or related construction enterprises engaged in the retailing of driveway paving services to the general public within Dover's city limits.~~

~~92-4. Definitions.~~

~~As used in this Chapter the following terms mean:~~

~~**ALL SEASON SIGHT DISTANCE**—A line which encounters no visual obstruction between two (2) points, each at a height of three (3) feet nine (9) inches above the pavement and so located as to represent the critical line of sight between the operator of a vehicle using the access and the operator of a vehicle approaching from either direction.~~

~~**DRIVEWAY**—A private road which is intended to provide vehicular access from a public way or private way to a single primary building which is located on a single lot. A "driveway" may service up to four (4) lots only if it complies with the terms and conditions of the Subdivision Ordinance, 155-51; Site Review Ordinance, 149-14, or 92-6 of this chapter. [Amended 11-18-79 by Ord. No. 27-79; Amended 12-10-86 by Ord. No. 20-86]~~

~~**LOT**—A parcel of land intended to be separately owned, rented, developed or otherwise used as a unit.~~

¹ Editor's Note: Provisions of this Chapter are derived from Ch. 41 of the former Code adopted 12-14-77



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2018.07.25 - 007**
Ordinance Title: Driveways
Chapter: 92
Section: All

~~92-5. Construction Permits.~~

~~A. Henceforth, it shall be unlawful to construct, reconstruct, alter, surface or resurface any Driveway in a manner which affects the size, elevation or grade of such Driveway until the Director of Public Works has reviewed and approved of such construction or alteration and has issued a written permit for such work. No permit shall be required for any existing Driveway, entrance or approach unless the grade, elevation, location or width of said Driveway is changed. For purposes of this section, any Driveway so constructed, reconstructed, altered, surfaced or resurfaced as indicated above which abuts or is clearly designed to provide access to a public way as defined by RSA 259:125 shall be presumed to be situated within the right of way. [Amended on 11-26-86 by Ord. No. 19-86; Amended on 11-21-01 by Ord. No. 27-2001]~~

~~B. Pursuant to this section, a written construction permit application must be obtained from and filed with the Public Works office by any landowner or by his paving contractor, if he is employing one, affected by the provisions of this Chapter (see section 92-5.A above).~~

~~C. Before any construction or alteration work is commenced, said permit application shall have been reviewed and approved and a construction permit issued by the Director of Public Works. Said permit shall:~~

~~(1) Describe the location of the Driveway, entrance, exit or approach. The location —shall be selected to most adequately protect the safety of the traveling public.~~

~~(2) Describe any drainage structures, traffic control devices and channelization —islands to be installed by the applicant.~~

~~(3) Establish grades that adequately protect and promote street drainage and permit a —safe and controlled approach to the street in all seasons of the year.~~

~~(4) Include any other terms and specifications necessary for the safety of the traveling —public.~~

~~92-6. Standards.~~



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- ~~A. Unless an All Season Sight Distance of four hundred (400) feet in both directions along the street can be obtained, the Director of Public Works shall not permit more than one (1) access to a single parcel of land, and this access shall be at that location he determines to be safest. The Public Works Director shall not give final approval for use of any additional access until it has been demonstrated that the four hundred-foot All Season Sight Distance has been approved.~~
- ~~B. Within twenty (20) feet of the point where the Driveway intersects the public right-of-way, the maximum slope of a driveway to four (4) or fewer dwelling units shall not exceed twelve percent (12%) and the maximum slope for other driveways shall not exceed eight percent (8%).~~
- ~~C. With the exception of shared Driveways, no Driveway, including any flare, shall be within five (5) feet of a side property line.~~
- ~~D. The angle of the Driveway with respect to the pavement edge shall not be less than sixty (60) degrees to ninety (90) degrees, except that a smaller angle may be used for entrance Driveways along a divided street, permitting only one-way operation of the Driveway.~~
- ~~E. At rural intersections, the minimum distance between the nearest edge of the driveway and the crossroad edge of pavement, measured along the edge of pavement, shall be one hundred (100) feet. At urban intersections, this minimum distance may be reduced to twenty-five (25) feet. Driveways to be located on the opposite side of T-intersections shall generally conform to the urban intersection standard. The Director of Public Works shall have the authority to increase these distances if, in his opinion, such action is necessary for the protection of traffic. He may also modify these requirements, if justifiable on the basis of specific site conditions, including Lot size.~~
- ~~F. The type of construction where the Driveway meets the edge of the traveled way shall be commensurate with existing conditions with respect to drainage and curb configuration and shall be subject to the approval of the Director of Public Works. The property owner shall be responsible for the proper installation and maintenance of all drainage facilities (driveway culvert, swale, etc.) and the Driveway bed that lies~~



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between the edge of the traveled way and the parcel's property line. ~~[Amended on 11-28-79 by Ord. No. 27-79]~~

~~G. In no case shall the permitted Driveway construction cause water to stand on the pavement, shoulders or within the street right of way limits. In those cases where property development increases drainage runoff such that existing street drainage structures are insufficient to adequately dispose of all drainage, the applicant will be required to provide additional or larger drainage facilities to prevent any ponding within the street right of way or adjacent lands thereto.~~

~~H. For access to a proposed commercial or industrial enterprise, to a subdivision or to a multifamily dwelling containing more than four (4) dwelling units, all of which for purposes of this chapter shall be considered a single parcel of land, said permit application shall be accompanied by such engineering drawings as may be required by the Director of Public Works showing information as set forth in Section 92-2 of this Chapter.~~

~~I. No construction permit shall allow a residential driveway entrance, exit or approach to be constructed more than twenty two (22) feet in width. Driveway entrances and exits for nonresidential use shall be as follows: ~~[Amended on 11-28-79 by Ord. No. 27-79]~~~~

~~(1) Where one (1) entrance/exit is designed to service a parcel, the width shall not — exceed thirty two (32) feet.~~

~~(2) Where two (2) entrances/exits are designed to service a parcel, the width shall not — exceed twenty four (24) feet.~~

~~92-7. Paving Contractor's License.~~

~~Henceforth, all paving and related contractors who conduct Driveway construction, reconstruction, alteration, surfacing or resurfacing operations within the city limits of Dover shall comply with the following Driveway licensing procedures:~~

~~A. Before any Driveway paving operation is begun, subsequent to the adoption of this chapter the paving contractor shall apply to the Director of Public Works for a license to conduct operations within Dover's city limits.~~



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~~B. License fee. The annual license fee is contained in the Fee Schedule adopted by the City Council.~~

~~C. Such paving license shall expire on April 1 following the date of issuance.~~

~~D. Such paving license shall specify that if the paving work performed by the contractor fails to be acceptable to the Public Works Director that the contractor will either improve the Driveway to acceptable standards or be liable for such costs as may be necessary to effectuate such improvements or the removal of such driveway facility. The minimum standard imposed by the Director of Public Works will be for the provision of a Driveway access facility which provides safe movement of motor vehicles and which does not adversely affect the flow of drainage waters on city streets.~~

~~E. Failure to comply with paving standards established by the Public Works Department will result in revocation of the paving license and any accompanying driveway paving privileges within the city limits of Dover.~~

~~92-8. Conversion of Driveways to Public Streets.~~

~~As previously noted, a Driveway is a private way. Accordingly, no Driveway may subsequently be dedicated to the city as a public street until and unless the owner(s) of the property served by such Driveway make, at their expense, any improvements necessary to bring such roadway into conformance with the construction standards and specifications as set forth in Chapter 152 Streets and Sidewalks, for a public street or into conformance with such other specifications as established by the Director of Public Works or City Council.~~

~~92-9. Violations and Penalties; Costs of Restoration.~~

~~Whoever violates any provisions of this chapter shall be fined not more than two hundred fifty dollars (\$250.00). The landowner shall be liable for the cost of restoration of the affected public street to a condition which conforms to the provisions of this chapter to the satisfaction of the Director of Public Works. If a landowner fails to ensure that the above said conformance is accomplished within thirty (30) days of receiving written notification from the Director of Public Works, the restoration shall be accomplished by the city and charged to the landowner.~~

~~92-10. Modification of Standards. [Amended on 11-28-79 by Ord. No. 27-79]~~



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~~Where the Director of Public Works finds that an unnecessary hardship may result from the strict compliance with these regulations, he may modify the regulations so that substantial justice may be achieved and the public interest secured, provided that such modifications shall not have the effect of nullifying the intent and purpose of this Chapter 92 Driveways and Chapter 155 Subdivision of Land.~~

~~92-11. Appeals.~~

~~Any person aggrieved by a decision of the Director of Public Works under this chapter may request a hearing before the Planning Board on the merits of his/her case. The Planning Board shall hear the facts in the case and vote to confirm, reject or modify the decision of the Director of Public Works. The Director of Public Works shall not participate in this vote. The decision of the Planning Board shall be final.²~~

~~A. The applicant and all abutters shall be notified of said hearing by certified mail, with return receipt requested, stating the time, date and place of such hearing not less than five (5) days prior to the date fixed thereon.~~

~~B. Such public hearing shall be advertised in a newspaper of general distribution not less than five (5) days nor more than ten (10) days prior to said hearing.~~

~~C. The applicant shall be billed for all costs incurred for such notification.~~

3. TAKES EFFECT

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

REFER TO A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Councilor Dennis Ciotti
Approved as to Legal Form and Compliance:	Anthony Blenkinsop City Attorney		
Recorded by:	Karen Lavertu City Clerk		

² Editor's Note: See Ch. 155, Subdivision of Land

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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.		

ORDINANCE BACKGROUND MATERIAL:

On April 24, 2018 the Planning Board adopted changes to Chapter 155 and on June 12, 2018 the Planning Board adopted changes to Chapter 149 which absorbed the contents of Chapter 92 into those two chapters, thus making Chapter 92 redundant.