



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, October 10, 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 166 – VEHICLES AND TRAFFIC, SECTIONS 16, 21, 30, 37, & 57**
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. APPROPRIATION FOR INDOOR POOL BOILER AND WATER SYSTEM AND B17003**
ADDITIONAL SCOPE OF WORK SIEMENS INDUSTRIES INC.
SPONSORED BY MAYOR WESTON BY REQUEST
 - C. AMEND FISCAL YEAR 2019 FEE SCHEDULE TO CREATE TRANSFER OF**
DEVELOPMENT RIGHTS FEE
(REQUIRES A 2/3 MAJORITY VOTE FROM THE COUNCIL)
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. September 26, 2018 – Regular Meeting**
- 11. MAYOR'S REPORT**

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12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. **CHAPTER 166 – VEHICLES AND TRAFFIC, SECTIONS 16, 21, 30, 37, & 57**
SPONSORED BY MAYOR WESTON BY REQUEST

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. **APPROPRIATION FOR INDOOR POOL BOILER AND WATER SYSTEM AND B17003 ADDITIONAL SCOPE OF WORK SIEMENS INDUSTRIES INC.**
SPONSORED BY MAYOR WESTON BY REQUEST
2. **AMEND FISCAL YEAR 2019 FEE SCHEDULE TO CREATE TRANSFER OF DEVELOPMENT RIGHTS FEE
(REQUIRES A 2/3 MAJORITY VOTE FROM THE COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Great Bay Services Inc.**
2. **ROAD TOLL – American Cancer Society**
3. **B16013B DESIGN BUILD OF CUSTOMER SERVICE CENTER ADDITIONAL SCOPE OF WORK - CHANGE ORDER #6**
SPONSORED BY MAYOR WESTON BY REQUEST
4. **BOBCAT COMPACT TRACK LOADER, SOURCEWELL FORMALLY KNOWN AS NATIONAL JOINT POWERS ALLIANCE**
SPONSORED BY MAYOR WESTON BY REQUEST
5. **AWARD OF MAINTENANCE AGREEMENT TO SOUTHWORTH MILTON INC FOR CATERPILLAR GENERATOR MAINTENANCE**
SPONSORED BY MAYOR WESTON BY REQUEST
6. **APPROVAL OF THE LOXSMITH BAGEL LEASE FOR THE DOVER TRANSPORTATION CENTER**
SPONSORED BY MAYOR WESTON BY REQUEST



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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 | |

B. RESOLUTIONS

1. **ADOPTION OF FISCAL YEAR 2020-2025 CAPITAL IMPROVEMENTS PROGRAM
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 24, 2018, WITH CITY
COUNCIL VOTE OCCURRING ON NOVEMBER 14, 2018)**
SPONSORED BY MAYOR WESTON BY REQUEST
2. **APPROPRIATION FOR FY2020 CAPITAL IMPROVEMENTS PROGRAM –
NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 24, 2018, WITH CITY
COUNCIL VOTE OCCURRING ON NOVEMBER 14, 2018)**
SPONSORED BY MAYOR WESTON BY REQUEST
3. **APPROPRIATION FOR FY2020 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 24, 2018, WITH CITY
COUNCIL VOTE OCCURRING ON NOVEMBER 14, 2018)**
SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

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

City Manager's Report

October 10, 2018

Reporting on September 2018



Legal Department

by Anthony Blenkinsop

The Office of General Legal Counsel provides legal support to the City Council, City Manager, city staff and volunteers on boards, commissions and committees of the City of Dover to assist efforts in providing services to our constituents and/or customers. In addition, legal support is also provided to the Dover School Board and Superintendent of Schools.

Customer Focused Outcomes: Right to Know Requests

- DOVER, NH – COPIES OF PERSONAL INJURY SETTLEMENT AGREEMENTS FOR PAST 10 YEARS
- DOVER, NH – NO VEGETATION CUT LIST
- HUDSON, NH – 2017 TAX ABATEMENT CASES FILED IN STRAFFORD SUPERIOR
- DOVER, NH – DOVER WATER UTILITY INFORMATION

Financial Outcomes: Litigation

Ventas Realty Limited Partnership v. City:

(2014 tax year) Bench Trial held June 2018. Awaiting Judge's ruling.

(2015 tax year) City filed Answer to Petition for Abatement with Certified Record; City filed Case Structuring and ADR Order. Case stayed pending resolution of 2014 case.

(2016 tax year) City served with complaint. Case stayed pending resolution of 2014 case.

(2017 tax year) Complaint filed with Court on August 28, 2018 and served on City September 24, 2018

Opioid Epidemic Litigation: Retained services of Robbins Geller of Boca Raton, Florida for fraudulent marketing practices of pharmaceutical manufacturers. Suit filed in USCD in Concord.

Shawn Labrie v. City of Dover Office of Assessor – Tax Abatement complaint filed August 22, 2018 and served on the City September 11, 2018

	For month	FY19	FY18	FY17
Legal Matters/Questions Handled	27	89	456	354
Document Creation & Review Including Contracts	21	56	259	271
Right to Know Requests Processed	04	12	94	73
Resolutions	06	10	67	42
Ordinances	01	03	10	13

Product & Process Outcomes: Assistance to City Departments

City Council	Drafting/review of resolutions and ordinances; Opioid litigation, General Code Recodification
City Manager	No legal assistance needed.
Community Services	Resident complaint-asbestos remediation; Temporary Sewer Connection Waiver; Water fountain in Cochecho; Broadway Street Railroad Culvert Project; Water meter easement form; Finalizing Spruce Lane land purchase; Woodland Road Warranty Deed; Garabedian Lot Line Adjustment Warranty Deeds; Pole License; Sidewalk obstruction permit question
Executive	Mechanic Assistant Agreement
Fire & Rescue	HIPPA Complaint
Finance	Discharges and Liens; Sale of tax deeded parcels; 400 th Committee appointment question
Planning	79-E:8 Covenants: Waterfront Development; Transportation Center Lease; Indoor Pool Solar PPA
Police	Chapter 166 Ordinance; General Code and Compact Part of City Definition; Tendercrop Farm Noise Complaint; Enforcement of Employment Agreement
Public Library	No legal assistance needed.
Public Welfare	No legal assistance needed.
Recreation	Termination of Sublease and Lease Agreement - Dover Children's Center
School	WDH MOU; HS/CTC JBC assistance; High School Solar PPA

The use of outside counsel to handle specialty matters continues and consists of environmental matters and labor negotiations. There are a small number of attorneys hired on a variety of smaller matters.

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

Business activity in the region expanded at a moderate pace with nearly all contacted retailers, manufacturers, hotels, software and IT companies reporting year-over-year increases in sales and revenues in recent weeks. Commercial real estate activity, including multifamily/ mixed use projects was robust regionally and locally. Non-residential industrial development was limited by the high cost of new builds and the lack of accelerator space units. Single home residential real estate is experiencing robust demand, with increases in closings and prices but are still somewhat limited by lack of inventory. Staffing firms report hiring for specific skill sets is brisk but limited by available potential employees. Planned wage increases are gaining limited momentum with prices increasing slightly to moderately in most sectors. Contacts expect further growth consistent with recent results going forward. Some concern is being expressed about the rate of growth as the Dow, having surpassed 26,000, dipped suddenly and then recovered to the 26,500 range with the announcement of the Mexican trade deal. Most recently the US economy is growing at a record pace (GDP growth at 4.2% over Q3) despite tariff and trade policy concerns. Interest rates are rising but so far, this has not slowed the increase in mortgage and debt financing yet. Downtown retailers, bars and restaurants are experiencing improved performance this month with a few exceptions suffering from increased competition and rising lease costs. Third quarter Indian summer weather is expected to sustain a continuing recovery. The most marketing savvy establishments are experiencing improved sales growth aided by the multiple marketing events cosponsored and implemented by DBIDA, Dover Main Street and the Dover Retail Committee. Retailers reported they continue to be helped by the First Fridays Art Walk events, the Dover Arts Festival and the Hot Diggity Dog Saturdays with the cooperation of virtually all merchants City wide.

Selected Business Services:

Demand for consulting and advertising is up moderately over last year at this time. Software and IT services providers are experiencing vastly improved results versus the previous year sales. Services to the healthcare sector have recently increased as walk-in convenient care centers and stand- alone ER's are being added. Some consolidation is now being experienced in the institutional healthcare sector. Wentworth Douglas Hospital's merger with Mass General is part of an overall consolidation trend in institutional healthcare. This is expanding the range of medical specialties available to the Dover market. WDH has opened a medical practice facility at the Pease Development Authority. Portsmouth Regional Hospital is building a stand-alone ER building at Exit 7 in Dover. Wages, while up significantly in critical skill areas, remain just above inflation on average, as do prices. To attract highly skilled workers in growing industries these firms are expanding their social media and technological attraction efforts. Increased health insurance costs remain a concern with the uncertainty of the future reform of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Experienced wait staff is at a premium. Overall the sector is optimistic and expecting high single digit growth over the next two quarters and beyond.

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

Predictions for 2018 revenue growth are in the 7%-10% range.

Commercial Real Estate:

Non-residential commercial real estate sales activity continued with modest sustained growth locally, and with flat activity in the Boston and Portland markets. Demand locally has remained positive with several local commercial developments, mixed use infill, multifamily and assisted living investment projects coming to fruition. New build costs for needed 20,000 SF – 30,000 SF manufacturing/ assembly/ warehouse/ office spaces at Enterprise Park are causing sticker shock for several prospects and delaying project initiation. Accelerator units of 1,200 – 2,500 SF are sorely needed to house small post startup companies to get underway and to grow in Dover. Office leasing continued to be just above flat this month but are improving. Land sales continue to have momentum locally. Investment demand for commercial real estate remains strong, especially for industrial space. Leasing fundamentals maintained a moderate pace of improvement in recent weeks, consistent with slow employment growth. A significant amount of speculative office construction as part of mixed use building is now being done. Some recent mixed use developments are experiencing difficulty in filling the commercial component while booking the residential component immediately. The lending environment remains highly favorable to borrowers, with historically low, but increasing interest rates and somewhat tighter lending standards. Abundant investment capital continues to flow into commercial lease properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace with local inventory in this category rising rapidly. The outlook remains optimistic across the region. Forecasts call for more slow improvement in fundamentals moving forward, pending steady employment growth. Fiscal policy and uncertainty around the business and employment effects of the Healthcare Bill and Medicaid status are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity. Some major capital spending projects are underway and some about to be announced. The Fosters building at 333 Central Ave. project is currently at the TRC stage. The Robbins building downtown sold to Cathartes who has now completed demolition of the building and is now setting foundations on the site to make room for a full block mixed use development.

See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets continue to exhibit strong performance in the Seacoast. Home buyer confidence is up. Completed sales of single family homes increased year-over-year in Q1 and Q2 but Q3 and Q4 unit sales in 2017 declined slightly and first half 2018 unit sales declined slightly due to lack of inventory but dollar sales were up due to the increase in prices. Rising prices are convincing sellers to put homes on the market before interest rates go up any more (now averaging 4.2% on residential mortgages). Median selling prices continue to rise locally and are up 7-9% year-over-year 2017-2018. Condo sales though somewhat mixed regionally, are up locally as well, as are condo pricing and pending sales. Closed unit sales of both single family homes and condominiums improved very slightly over the past month. Median sale prices in NH and in Dover increased again in the period. Pending sales suggest the markets for single family houses and condos will continue to do well throughout 2018.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting new strength in sales and improved year over year profits. One point-of-purchase systems supplier is experiencing sales increases significant enough to require some out sourcing of production. Exporters to both Europe and China are concerned with the UK exit from the EU, but most world economies are now doing well and that helps to support the US economy. The Chinese economy has slowed but China's GDP is still growing at a 6-7% rate and their investment in infrastructure, often purchased here, is down significantly. Some concern exists that the new administration's "America First" policies and import tariffs will negatively affect exports significantly, but the tax reform law is expected to make exporting US companies more competitive internationally. Currently, local manufacturers are experiencing growing sales. The North Korean situation ups and downs make it difficult to assess the effects they will cause in world-wide markets and economies should they become a world player in foreign markets. Other uncertainties surrounding the federal administration change are evident in local manufacturers, including import taxes and a relaxation of the regulatory constraints on businesses that will reduce costs. It is expected that the relaxation of coal power plant emissions by the EPA will add capacity and reduce some costs for local electrical energy. NAFTA revisions, when implemented, could cause some local manufacturers concern that have facilities in Canada or are importing raw materials or parts from that NAFTA partner. It is expected that the NAFTA revision with Mexico will force some NAFTA arrangement with Canada to be forthcoming. Local manufacturers are still slightly uncertain about the tax reform package but are encouraged by the most recent amended tax reform law passed. Pickup truck and auto sales have arrested their decline recently with large holiday sales being experienced. Locally we are seeing some confidence in future auto sales expressed in two large dealership expansion and upgrade investments on Dover Point Road. Manufacturing firms reporting on inventory levels are citing higher levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth are now headed up at a moderate pace. Capital investment is up locally except for new-builds due to building costs exceeding the value of the completed building at present. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese, Brazilian, Venezuelan and European economies and the pro-business messages from the new administration. Locally, Safran and Albany International businesses are now seeing an uptick and are hiring again when qualified workers can be found. Some major capital spending projects are underway and some about to be announced. A number of other commercial projects are currently underway or about to be underway during this building season. Outlook for the balance of the year remains very positive. Very few manufacturing buildings in the 20,000-30,000SF range have become available locally. The Silver Square development is now well underway with Phase II progress on this \$50 million dollar development

Price pressures remain moderate. Regional manufacturers remain optimistic.

Labor demand has been strong in IT and software. Nursing, electronics, engineering, quality assurance tech and legal skills demand remain strong. Most firms in the field have begun to hire with wages beginning to move upward. Qualified workers in many tech skills areas are not available locally and a lack of a comprehensive worker training program locally is beginning to be detrimental to acquiring relocation candidate companies, especially when the local cost of new buildings, electricity and water is folded into the mix. New initiatives with the Greater Dover Chamber of Commerce Education Committee, Great Bay Community College and UNH for BIZEDConnect are beginning with the new school year. Recent reductions in the NH BPT and EPT are helpful but more is needed in both corporate tax reduction and regulatory relief to reclaim the "NH Advantage". The FY2019 property tax increase with an over the tax cap budget from the School District is causing concern at several local businesses when combined with high electric energy costs and water processing costs.

Retail & Tourism:

For the most part, retailers contacted for this period report a moderate increase in sales. Year-over-year store sales range from up 8% to up 12% but these sectors are now in their annual Q3 – Q4 high demand period. The recent stock market increases followed by the recent correction and recovery have bolstered confidence at Main Street businesses at present. The uncertainty about the effect of the tax reform law on household income and the issues of the affect on healthcare coverage and cost has faded. Local restaurants are still having difficulty hiring wait staff. The recent gasoline price volatility (now in a slightly higher price cycle), has had no discernible effect yet on retail, hotel and restaurant sales so far. A significant increase in military spending is having a very positive effect on the number of shipyard and Air Force workers electing to get better value for their Fed per diem allowance by staying in Dover hotels and having dinner in Dover. Conversely, the new trend toward on-line short term rentals (Air B & B's) is beginning to affect hotel occupancy rates negatively. On-line shopping has reinforced a "just-in-time" shopping mentality that has exacerbated erratic monthly sales results for brick and mortar department stores. Several national brick and mortar department stores are experiencing declining sales and are doing some store closings and layoffs. Looking at longer term retail results tends to dispel the shopping center apocalypse reports. As overall brick and mortar retail sales were up by 4.5% during the last holiday season. Walmart has initiated a multi-million dollar made-in-America program designed to provide several thousand jobs over the next two years. Many retailers are making infrastructure investments to participate more fully in on-line sales which are up by 18%+ year-over-year. Malls are now investigating different uses for their vacant spaces. The on-line state sales tax ruling is expected to moderate the huge expansion in on-line sales unless New Hampshire and a few other smaller states prevail in their legal efforts to defeat it. The decline in the large shopping malls may begin to help our small retailers with people looking for unique products and personal customer service. Bus tours to Dover are fully booked for 2018. Pricing that has remained steady up to now, is beginning to be affected by wage rates for experienced retail clerks and wait staff and is beginning to force prices to rise or margins to decline at local restaurants

Employment and Wages:

Local labor market pressure sustained in August with the traditional Q3 seasonal uptick. Dover's current unemployment rate is 2.2%. Salary increases for highly skilled employees are increasingly frequent as retention and attraction efforts multiply to sustain growing sales. Lack of STEM skills and drug test failures by prospective employees are real limits to the potential hiring pool.

Wages for wait staff and experienced retail workers have begun to accelerate upward. 2017 wage gains averaged 2.7% and something in the 4. 5% range is expected in 2018.

Restaurants are expressing concern about labor shortages with some initiating early week closed days due to a lack of available hiring candidates.

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

Local Major Development Projects:

- First Street Development Phase 2 in TRC.
- Third Street Development
- Silver Square Development: Phase 1 completion, Phase 2 underway.
- Yacht Club Development (residential full, Commercial beginning to be occupied)
- Dover Parking Garage: performing as projected.
- 49,000 SF at 27 Production Drive leased to buy option exercised.
- Robbins Building site / Cathartes Project (Demolition complete, site prep underway).
- Broadway mixed use development
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from “sticker shock” for new builds.
- Fosters Building sold for \$1.5 million / Kostas Brothers (renovation plans in process).
- The Old courthouse Building on First and 2nd may now be renovated for a mixed use facility.
- 6 Grove St. Project in TRC.
- Bradley Commons is complete. One commercial space is still vacant.

Parking Division

Meter Activity

	August 2018	August 2017
Meter Transactions	45,337	43,727
Income from Meters - Total	\$61,319	\$56,103
Income from Meters – Parking Garage	\$4,769	\$3,838
Meter Days	23	23
Average Meter Transactions Per Day	1,971	1,901
Transaction Increase / Decrease	+3.7%	

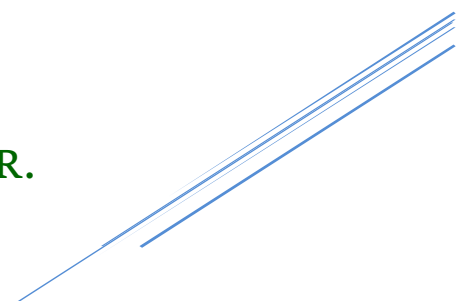
	Fiscal Year 2019	Fiscal Year 2018
Meter Transactions	85,273	84,255
Income from Meters - Total	\$116,594	\$107,419
Meter Days	44	43
Average Meter Transactions Per Day	1,938	1,959
Transaction Increase / Decrease	-1%	

COAST

Ridership Activity

Month	Route 1	Route 2	Route 33 (FasTrans)
October 2017	5,511	17,602	1,270
November 2017	5,149	15,362	1,055
December 2017	4,881	13,553	1,135
January 2018	4,930	13,804	1,195
February 2018	5,053	14,117	1,157
March 2018	5,413	14,883	1,227
April 2018	5,005	15,108	1,040
May 2018	5,551	16,495	1,125
June 2018	5,335	15,118	947
July 2018	4,409	14,019	832
August 2018	5,272	16,055	1,063
Totals:	56,509	166,116	12,046

J. MICHAEL JOYAL, JR.
CITY MANAGER



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1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Keane led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Muffett-Lipinski and Councilor Williams.

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

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add a raffle permit application from Dover Main Street as Item 13.A.12.

Councilor Keane added a Pool Advisory Committee and an Arena Commission Reports.

Councilor Gasses said the McConnell Center Advisory Board did not meet and removed the Report under Committee Reports.

Deputy Mayor Carrier moved to accept the Agenda as amended; seconded by Councilor Ciotti. Vote: 7/0.

7. PUBLIC HEARINGS

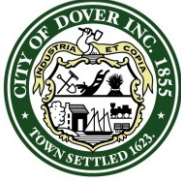
8. CITIZEN'S FORUM

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

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

9. CITY MANAGER'S REPORT

Assistant City Manager Parker said the City Manager provided his report in writing. He addressed a few items with the Council: Library Director Cathy Beaudoin was chosen as the New Hampshire Librarian of the Year. He thanked the citizens who took the Architectural Design Guidelines survey. He spoke about City Clerk Lavertu taking a new position within the City. He invited Brad Nichols from COAST to speak to the Council.

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Mr. Nichols spoke to the Council about COAST's comprehensive review of their services. (Handouts have been archived with the minutes.)

Assistant City Manager Parker gave an overview of the City Hall Renovations to the Council. He spoke to the Council about the new Portsmouth Emergency Room in Dover's South End.

Councilor Thibodeaux referred to the abundance of squirrels, and talked about the changes in the City, environment, and animal life.

Assistant City Manager Parker talked about the Planning Board's role in looking at all the impacts in development projects.

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

Vote: 7/0.

10. APPROVAL OF MINUTES

A. September 12, 2018 – Regular Meeting

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

Vote: 7/0.

11. MAYOR'S REPORT

Mayor Weston listed the events she attended: Homeless Task Force meeting, Cocheco Waterfront Development Advisory Committee meeting, cornerstone laying for the Dover High School and various ribbon cuttings. She read the statement recognizing Dover as a Tree-City from Representative Carol Shea Porter.

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

Vote: 7/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

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C. RESOLUTIONS



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13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. PARADE – Dover Children’s Center – Holiday Parade**
- 2. RAFFLE – Dover 400th Anniversary Committee**
- 3. RAFFLE – Dover Shockwave Robotics**
- 4. RAFFLE – First Parish Church**
- 5. RAFFLE – Greater Dover Chamber of Commerce**

- 6. B17048 SIDEWALK IMPROVEMENTS ADDITIONAL SCOPE – PORTLAND AVENUE SIDEWALK PROJECT**
SPONSORED BY MAYOR WESTON BY REQUEST

- 7. DOVER PUDDING HILL AQUIFER CHANGE ORDER #2 UNDERWOOD ENGINEERS, INC**
SPONSORED BY MAYOR WESTON BY REQUEST

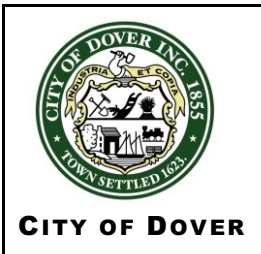
- 8. DOVER PUDDING HILL AQUIFER CHANGE ORDER #5 – EMERY & GARRETT GROUNDWATER INVESTIGATIONS LLC**
SPONSORED BY MAYOR WESTON BY REQUEST

- 9. APPROVAL OF LEASE AGREEMENT WITH CARDAMOMS, LLC DBA PORTABLE PANTRY**
SPONSORED BY MAYOR WESTON BY REQUEST

- 10. TERMINATION OF SUBLEASE OF ZEBRA CROSSINGS AND BIG FISH LEARNING COMMUNITY AND APPROVAL OF LEASE AGREEMENT WITH BIG FISH LEARNING COMMUNITY**
SPONSORED BY MAYOR WESTON BY REQUEST

- 11. APPROVAL OF ZEBRA CROSSINGS THIRD AMENDMENT TO JULY 15, 2015 LEASE AGREEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST

- 12. RAFFLE – Dover Main Street**



CITY COUNCIL - MINUTES

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COMMITTEE REPORTS

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8. Downtown TIF Advisory Board
9. Energy Commission
10. Heritage Commission
11. Legislative Liaison
12. Library Board of Trustees
13. McConnell Center Advisory Board
14. Ordinance Committee
15. Parking Commission
16. **Pool Advisory Committee**
17. Recreation Advisory Board
18. Solid Waste Advisory Commission
19. **Transportation Advisory Commission**
20. Waterfront TIF Advisory Board
21. **Joint Building Committee – Dover High School and Regional Career Technical Center**
22. **Joint Building Committee Garrison Elementary School**
23. **COAST**
24. **Dover Main Street**

Deputy Mayor Carrier moved to adopt the Consent Calendar; seconded by Councilor Shanahan.

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

Deputy Mayor Carrier added an Appointments Committee and Dover 400th Anniversary Committee Reports.

Councilor Thibodeaux pulled Items #13.A.7 and 13.A.8.

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

Roll Call Vote: 7/0.

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

Councilor Thibodeaux asked about the changes in scope.

Community Services Director Storer gave an overview of the Resolution to the Council.

Roll Call Vote: 7/0.

Deputy Mayor Carrier moved for the adoption of Item #13.A.8.; seconded by Councilor Thibodeaux.

Question was explained during the #13.A.7. overview.

Roll Call Vote: 7/0.

Mayor Weston gave an overview of the Dover 400th Anniversary Committee Report to the Council.

Deputy Mayor Carrier moved to accept the Dover 400th Anniversary Committee Report; seconded by Councilor Shanahan.

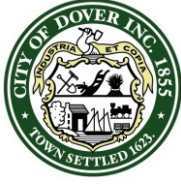
Vote: 7/0.

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

Tom Massingham to the Dover 400th Anniversary Committee

Change in status for Maria Ayer from alternate to regular member on the Arts Commission.

Councilor Thibodeaux moved to accept the Appointments Committee Report; seconded by Councilor Ciotti.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: McConnell Center, Room 306 Meeting Date: Wednesday, September 26, 2018 Meeting Time: 7:00pm
---	--

Vote: 7/0.

Councilor Keane gave an overview of the Arena Commission Report to the Council.
Deputy Mayor Carrier moved to accept the Arena Commission Report; seconded by Councilor Thibodeaux.

Vote: 7/0.

Councilor Keane gave an overview of the Pool Advisory Committee Report to the Council.
Recreation Director Bannon talked about the difficulties of finding Lifeguards and Zamboni drivers.

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

Vote: 7/0.

Mayor Weston gave an overview of the Transportation Advisory Commission Report to the Council.

Deputy Mayor Carrier moved to accept the Transportation Advisory Commission Report; seconded by Councilor Keane.

Vote: 7/0.

Councilor Gasses said the Waterfront TIF Advisory Board hasn't met.

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 Ciotti.

Vote: 7/0.

Councilor Ciotti gave an overview of the Joint Building Committee – Garrison Elementary School Report.

Deputy Mayor Carrier moved to accept the Joint Building Committee – Garrison Elementary School Report; seconded by Councilor Thibodeaux.

Vote: 7/0.

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

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

Vote: 7/0.

Deputy Mayor Carrier gave an overview of the Dover Main Street Report to the Council.

Deputy Mayor Carrier moved to accept the Dover Main Street Report; seconded by Councilor Ciotti.

Vote: 7/0.

B. RESOLUTIONS



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, September 26, 2018**
Meeting Time: **7:00pm**

- 1. APPROVAL OF FOURTH AMENDMENT TO MEMORANDUM OF UNDERSTANDING DEVELOPMENT OF REPLACEMENT WELL AT THE DOVER PUDDING HILL AQUIFER ARTIFICIAL RECHARGE PILOT TESTING DATED APRIL 14, 2017**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Ciotti.
Roll Call Vote: 7/0.

- 2. APPROPRIATION FOR INDOOR POOL BOILER AND WATER SYSTEM AND B17003 ADDITIONAL SCOPE OF WORK SIEMENS INDUSTRIES INC. (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 10, 2018)**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a public hearing on October 10, 2018; seconded by Councilor Ciotti.
Vote: 7/0.

- 3. AMEND FISCAL YEAR 2019 FEE SCHEDULE TO CREATE TRANSFER OF DEVELOPMENT RIGHTS FEE (REQUIRES A 2/3 MAJORITY VOTE FROM THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 10, 2018)**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a public hearing on October 10, 2018; seconded by Councilor Thibodeaux.
Vote: 7/0.

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166 – VEHICLES AND TRAFFIC, SECTIONS 16, 21, 30, 37, & 57 (TO BE REFERRED TO A PUBLIC HEARING ON OCTOBER 10, 2018)**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a public hearing on October 10, 2018; seconded by Councilor Ciotti.
Vote: 7/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, September 26, 2018**
Meeting Time: **7:00pm**

Mayor Weston listed the upcoming events:

October 3, 2018 – Joint meeting of the City Council and Planning Board

October 6, 2018 – Apple Harvest Festival

October 24, 2018 – Joint Fiscal Committee meeting.

16. ADJOURN

Councilor Keane moved to adjourn; seconded by Councilor Thibodeaux.

Vote: 7/0.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2018.09.26 – 010
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 16 General Parking Restrictions
21 Resident Parking Permit
30 First Notice of Violation; Payment Tables
37 Hours of Operations and Rates
57 Schedule J. Limited Time Parking

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to give the Chief of Police the authority to designate certain spaces within the Orchard Street Parking Garage for permit parking, to impose a time limit for the new parking spaces added in the traffic circle in front of the public library, to adjust permit parking for residents and to include the Friday after Thanksgiving as a paid parking exception.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-16.E, General Parking Restrictions as follows:

ARTICLE III PARKING; STOPPING; STANDING [Amended 09-09-81 by Ord. No. 16-81]

166-16. General Parking Restrictions.

E. Restricted Parking. [Added 10-02-96 by Ord. No. 13-96; Amended 05-25-2016 by Ord. No. 2016.05.11-007; Amended 04-12-2017 by Ord. No. 2017.03.22-004; Amended on 10-11-2017 by Ord. No. 2017.09.27-007; Amended 11-08-2017 by Ord. No. 2017.10.25-010]

(6) Orchard Street Parking Garage: The Chief of Police shall have the authority to designate certain spaces within the parking garage for Vehicles properly displaying a permit that is valid for use in the parking garage. Violations of this paragraph shall be a Table B violation and the Vehicle may be towed at the Vehicle owner's expense.

3. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166-21(B) and (C), Resident Parking Permit as follows:

166-21. Resident Parking Permit. [Added on 04-27-83 by Ord. No. 10-83; Repealed on 08.13.2008 by Ord. No. 2008.07.23-6; Added on 04-15-2015 by Ord. No. 2015.03.25-010; Amended on 12-09-2015 by Ord. No. 2015.10.28-023; Amended on 05-25-2016 by Ord. No. 2016.05.11-007; Amended on 12-26-2016 by Ord. No. 2016.10.12-013; Amended on 10-11-2017 by Ord. No. 2017.09.27-007; Amended on 08-22-2018 by Ord. No. 2018.08.08-008]



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2018.09.26 – 010
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 16 General Parking Restrictions
21 Resident Parking Permit
30 First Notice of Violation; Payment Tables
37 Hours of Operations and Rates
57 Schedule J. Limited Time Parking

- A. The Police Department is authorized to sell and distribute parking permits for residents of downtown who reside within two hundred (200) feet of an authorized residential parking area. Permits shall be valid for such periods of time, location and under such conditions as provided by the Police Department on or with such permits.
- B. A maximum of ~~two (2)~~ one (1) residential parking permits may be issued per legal residential unit upon certification that on-site parking is unavailable. Permits shall be assigned to specific Vehicles owned by occupants of such residential unit. Permits are only valid for the nearest parking area designated by the Police Department for a particular residential unit.
- C. Authorized residential parking areas include designated spaces in the Metered Parking Garage and City controlled parking lots that are not leased or deeded to a third party excluding the Orchard Street Parking Lot. In addition, the following streets qualify for residential permit parking: First Street (northerly side spaces not subject to third party license), ~~Chestnut Street between First Street and Orchard Street~~, Second Street (~~west of the meter in front of 10 Second Street~~), (both sides, from the driveway between 20 and 22 Second Street westerly to Chestnut Street), Main Street and School Street (angled parking spaces only).

4. AMENDMENT

Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-30.A.(1), First Notice of Violation; Payment Tables as follows:

166-30. First Notice of Violation; Payment Tables. [Amended on 03-25-88 by Ord. No. 28-87; Amended on 04-19-2000 by Ord. No. 03-2000; Amended on 03-20-2002 by Ord. No. 15-2002; Amended on 04-20-2005 by Ord. No. 06-2005; Amended on 01-26-2011 by Ord. No. 2011.01.12-2; Amended on 07-11-2012 by Ord. No. 2012.05.09-8; Amended 11-13-2013 by Ord. No. 2013.10.09-013; Amended on 02-11-2015 by Ord. No. 2015.01.28-003; Amended on 03-11-2015 by Ord. No. 2015.02.25-009; Amended on 04-12-2017 by Ord. No. 2017.03.22-004; Amended on 08-22-2018 by Ord. No. 2018.08.08-008]

Late Notice - If the fine indicated for the initial violation is not paid within ten (10) days, the Chief of Police shall send a late notice to the owner of the Vehicle. Such notice shall be sent to the primary owner as listed with the motor vehicle department of the state in which the Vehicle is registered. The late notice shall be sent by First Class mail and shall instruct the Vehicle owner that they may avoid further prosecution and fine by paying the City of Dover the amount in the applicable payment schedule for that violation.

- A. All parking violations enumerated in 166-16 through 166-46 shall be TABLE A violations as set forth in the Fee Schedule as adopted by City Council, except as follows:



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2018.09.26 – 010
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 16 General Parking Restrictions
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57 Schedule J. Limited Time Parking

(1) Violations of Section 166-16.E.(1), 166-16.E.(6), 166-16.F, 166-17.A.(9), 166-17.A.(12), 166-17.E, 166-38.C.(4) and 166-19.A shall be TABLE B violations as set forth in the Fee Schedule as adopted by City Council. [Amended on 03-11-2015 by Ord. No. 2015.02.25-009; Amended on 08-22-2018 by Ord. No. 2018

5. AMENDMENT

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

166-37. Hours of Operation and Rates. [Amended on 01-13-88 by Ord. No. 34-87; Amended 04-12-2017 by Ord. No. 2017.03.22-004; Amended 11-08-2017 by Ord. No. 2017.10.25-010; Amended 02-14-2018 by Ord. No. 2018.01.10-001]

A. Paid parking shall be required daily between the hours of 9:00 a.m. and 7:00 p.m., except on Saturdays, Sundays and state holidays with the exception of :

1. The Henry Law Recreation Parking Lot, where paid parking from a Parking Meter shall be required daily between the hours of 9:00 a.m. and 5:00 p.m. except on Saturdays, Sundays and state holidays; and

2. The Orchard Street Parking Garage where paid parking shall be required daily between the hours of 9:00 a.m. and 7:00 p.m., except on Saturdays, Sundays and legal holidays and where paid parking shall be required daily between the hours of 2:00 a.m. and 6:00 a.m.

3. The Friday after Thanksgiving.

6. AMENDMENT

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

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

F. In accordance with the provisions of 166-22, it shall be unlawful for the owner or operator of any Vehicle to park for more than thirty (30) minutes in the following described locations: [Amended on 05-18-94 by Ord. No. 06-94. Amended on 8-24-2015 by Ord. No. 2015.07.08-015]



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2018.09.26 – 010
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 16 General Parking Restrictions
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<u>STREET</u>	<u>LOCATION</u>
Church Street [Added on 07-12-06 by Ord. No. 2006.06.28-08]	On the southerly side, from the intersection with Locust Street, 2 spaces in an easterly direction
George Street [Added on 03-24-10 by Ord. No. 2010.03.10-6]	Easterly side, 2 spaces nearest Henry Law Avenue
Henry Law Avenue [Added on 03-24-10 by Ord. No. 2010.03.10-6]	Northerly side, from George Street to River Street
Locust Street [Added on 12-26-2016 by Ord. No. 2016.10.12-013]	3 posted spaces in the traffic circle in front of the McConnell Center (61 Locust Street) <u>All spaces adjacent to the traffic circle between the McConnell Center and Public Library, unless otherwise posted.</u>

7. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by:

Councilor Ciotti

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 – 2018.09.26 – 010
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 16 General Parking Restrictions
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37 Hours of Operations and Rates
57 Schedule J. Limited Time Parking

DOCUMENT HISTORY:

First Reading Date: 09/26/2018	Public Hearing Date: 10/10/2018
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2018.09.26 – 010
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 16 General Parking Restrictions
21 Resident Parking Permit
30 First Notice of Violation; Payment Tables
37 Hours of Operations and Rates
57 Schedule J. Limited Time Parking

ORDINANCE BACKGROUND MATERIAL:

Section 16:

At the August Parking Commission meeting, the Commission voted to recommend that the Police Chief have the authority to designate which sections of the parking garage may be restricted to permit holder vehicles.

Section 21:

At several recent Parking Commission meetings, the residential parking permit policies were discussed. Concerns were raised that the current system weighs too heavily towards providing parking for downtown residents contrary to the needs of business customers during the weekday daytime hours. For example, there are 20 parking spaces on the north side of First Street. The current rule of two permits per residential unit, at the reduced rate of \$20/month, could allow up to 48 permits being issued. On Second Street, up to 56 residential permits could be issued for 25 spaces in the authorized permit parking area. The overflow for First and Second Street permit holders who are unable to find a space in their designated zone, is the Transportation Center lot. Those seeking additional permits, can obtain them through the Parking Bureau at the monthly rate, if available. Monthly business permit availability is controlled to balance the needs of long term parking versus short term customer parking.

The location change for Second Street resident permits was recommended so that the spaces closest to Central Avenue would be available to customers of downtown businesses during the weekday daytime hours. All regulations mirror the hours/days of the metered parking system (Mon-Fri, 9 am to 7 pm, excluding holidays). There are no regulations between 7 pm and 9 am each night nor on weekends, except in the parking garage.

Section 30:

Need to qualify that the new 166-16.E.(6) will be a Table B violation.

Section 37:

At the request of Dover Main Street, the Parking Commission voted in favor of having free parking on the Friday after Thanksgiving each year. Plaid Friday is a program conducted by Dover Main Street as part of a nationwide activity to promote local shopping, countering the Black Friday promotions at big box stores and on-line retailers. The anticipated fiscal impact to the City is a loss of \$2,500 to the Parking Activity Fund.

Section 57:

At the July Parking Commission meeting, at the request of the Library Director and Recreation Director, the Commission voted to recommend that the new spaces added in the traffic circle in front of the public library, be restricted to 30 minute parking.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2018.09.26 – 130**

Resolution Re: Appropriation for Indoor Pool Boiler and Water System and B17003 Additional Scope of Work Siemens Industries Inc.

WHEREAS: Sealed (RPF) Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am for (HVAC) Heating, Ventilation and Air Conditioning equipment maintenance and repair services for a locked in two-year agreement with the option to renew an additional three, one year terms, at mutually agreed upon rates and Siemens Industry, Inc. was awarded contract via resolution [R-2017.03.08-012](#); and

WHEREAS: The city received approval on May 23, 2018 to award design/build services for new boilers and domestic water systems for the Dover Indoor Pool in the amount not to exceed \$240,000.00 via resolution [R-2018.05.23-054](#). This scope of work was based on a phased approach as available appropriations were not available for the full scope of the \$413,515.00 project; and

WHEREAS: Funds are available in the Recreation Improvements Fund established via City Council resolution on September 9, 1998 to utilize gravel extraction revenues for CIP projects; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$175,000.00 is hereby appropriated from the Recreation Improvements Fund as part of the FY19 Capital Improvements Program for the purpose of design/build services for new boilers and domestic water systems for the Dover Indoor Pool.

Account Number	Account Description	Adopted Budget	Budget Adjustment	Revised Budget
4019.1.350.45124.3918.05117.19.000.000.910	Transfer from Capital Reserves	240,000.00	0.00	240,000.00
4019.1.350.45124.3912.05117.19.000.000.910	Transfer from Special Revenue Fund	0.00	175,000.00	175,000.00
		240,000.00	175,000.00	415,000.00
4019.1.350.45124.4727.05117.19.000.000.700	Indoor Pool Heating System	240,000.00	175,000.00	415,000.00

AND FURTHER BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a Purchase Order to Siemens Industry, Inc of Scarborough ME for Design/build services for Indoor Pool for an additional amount not to exceed \$175,000. 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.

Account	Description	Appropriation	Balance
4019.1.350.45124.4727.05117.19	Indoor Pool Heating System	415,000.00	175,000.00

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2018.09.26 – 130**

Resolution Re: Appropriation for Indoor Pool Boiler and Water System and
B17003 Additional Scope of Work Siemens Industries Inc.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date: 09/26/2018
Approved Date:

Public Hearing Date: 10/10/2018
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2018.09.26 – 130**

Resolution Re: Appropriation for Indoor Pool Boiler and Water System and B17003 Additional Scope of Work Siemens Industries Inc.

RESOLUTION BACKGROUND MATERIAL:

The Recreation Department seeks approval to contract with Siemens Industries Inc for design/build Services for the boilers and domestic water system at the indoor pool at a cost not to exceed \$415,000.00. Approval was received in May 2018 to contract with Siemens Industries, Inc. for an amount not to exceed \$240,000.00 as this was the available amount of appropriations for the Indoor Pool Heating System project. The plan was to implement the improvements at the Indoor Pool in two phases since available funding was insufficient to complete the entire planned boiler replacement project. Phase I scope of work is \$206,480.00 and Phase II scope of work is estimated at \$207,035.00.

Initially the \$175,000.00 to complete Phase II of the Indoor Pool boiler replacement project was to be proposed in the FY2020-2025 Capital Improvements Plan. As part of the 2018 Fiscal Year end financial records closing process the Recreation Improvements Fund showed an available balance of \$282,000.00. Therefore, in accordance with the September 1998 resolution adopted by City Council for use of the Recreation Improvements Fund, this resolution proposes to use existing funds to complete the entire Indoor Pool Boiler replacement project now in lieu of waiting for adoption of the Fiscal Year 2020 CIP.

Bid Information:

Sealed Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	109	Number of Responses:	1
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	As needed
Recommended Award to:	Siemens Industries Inc	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B17003 Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2018.09.26 – 131**

Resolution Re: Amend FY2019 Fee Schedule to Create Transfer of
Development Rights Fee

WHEREAS: The City Council adopted the FY2019 City Operating Budget and the associated Schedule of Fees on May 02, 2018; and

WHEREAS: The City Council desires to recognize multiple funding opportunities for the purchase of future conservation and land preservation property or easements, and to monitor conserved property and easements; and

WHEREAS: The City Council desires to recognize that developers have the opportunity to purchase development credits from the City for increased density as part of a Planning Board approved site or subdivision plan; and

WHEREAS: The Conservation Commission and Planning staff have calculated the value to be \$13,402 per credit

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

The City of Dover FY2019 Schedule of Fees is hereby amend to add the Transfer of Development Rights (TDR) Fee with said proceeds being placed within the Conservation Fund.

Note: This resolution requires a duly advertised public hearing and 2/3rd vote for passage.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston

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

Councilor Dennis Ciotti
Ward 2

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2018.09.26 – 131**
Resolution Re: Amend FY2019 Fee Schedule to Create Transfer of
Development Rights Fee

DOCUMENT HISTORY:

First Reading Date: 09/26/2018	Public Hearing Date: 10/10/2018
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2018.09.26 – 131**

Resolution Re: Amend FY2019 Fee Schedule to Create Transfer of
Development Rights Fee

RESOLUTION BACKGROUND MATERIAL:

This resolution will enacted a fee that can be used by developers to purchase development rights for use within site and subdivision plans approved by the Planning Board.

As per Chapter 170, Zoning, of the City Code, section 170-27.2 subsection G:

“Annually, the City shall update a document identifying the cumulative cost per acre spent to preserve open space within the City of Dover. This list shall be kept on file in the Department of Planning and Community Development, and coordinated with the Conservation Commission. This cost shall become the value at which development rights may be purchased.

Proceeds from the purchase of development rights, shall be placed into the Conservation Fund to be used to purchase future property or easements, or monitor easements, and not into the general fund.”

For FY19 said fee has been calculated at \$13,402 per acre/credit, based upon a review of the cumulative cost per acre spent to preserve open space.



**PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE**



Check (☒) the type of application:

RAFFLE* ☒ , TAG* _____, BLOCK PARTY** _____,

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

Organization Name: Great Bay Services Inc
Federal Tax ID number for Organization: 02-0242389

Check (☒) Nature of Organization:

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

(Describe) services for adults with disabilities in NH and ME

Contact Person: Elizabeth Burr Day Time Telephone: 842-5344 x18

Address: 23 Cataract Ave Dover Email: eburn@greatbayservices.org

Purpose of Permit: raffle to support nonprofit that assists adults with disabilities

Date of Event: 11-3-18 Specific Time: 10am - 2pm

Location of Event: Dover Bowl 887 Central Ave Dover

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

Prize (s) To Be Awarded: \$200 Handford gift card

Cost of Ticket: \$5 each / 3 for \$10 Date of Drawing: 11-3-18

Place of Drawing: Dover Bowl 887 Central Ave Dover

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: [Signature] DATE: 9/18/18

PRINTED NAME: Elizabeth Burr
(duky authorized)

Licensing Board Approval [Signature] Date: 9/25/18



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** _____, ROAD TOLL*** ☒

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

Organization Name: American Cancer Society-

Federal Tax ID number for Organization: 13-1788491

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Relay For Life of UNH

Contact Person: DERYN SMITH Day Time Telephone: 603-479-1922

Address: 43 NAGOG PARK, Acton MA 01720 Email: deryn.smith@cancer.org

Date of Event: 10/21/18 Specific Time: 9am - 1pm

Location of Event (if parade, attach course description or map): Intersection of Central Ave & Oak Str

*****PARADE PERMITS*****

****NOTE: ALL REQUESTS FOR PARADE PERMITS MUST HAVE PARADE ROUTE APPROVED BY THE POLICE DEPT. BEFORE GOING ON THE COUNCIL AGENDA**

Police Department Parade Route Approval Signature: _____

Printed Name: _____ Check Here If Parade Route Is Attached: _____

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

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

Road Toll Location: Intersection of Central Ave & Oak Street

Police Department Road Toll Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

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

SIGNATURE OF APPLICANT: Deryn Smith DATE: 10/2/18
(duly authorized)

PRINTED NAME: Deryn Smith

Licensing Board Approval [Signature]

Date: 10/4/18



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.10.10 – 132**

Resolution Re: B16013B Design Build of Customer Service Center
Additional Scope of Work - Change Order #6

WHEREAS: Sealed Request for Qualifications [#B16013B](#) were solicited and received on January 12, 2016 at 1:00 pm for design build services for the customer service center at City Hall. The committee selected Martini Northern to begin negotiating scope of work and costs for the design portion in the amount of \$48,000 approved by council via [R-2017.01.25-002](#); and

WHEREAS: Martini Northern submitted the (GMP) Guaranteed Maximum Price, Change order #1, which includes the multiplier of 4% of the final (GMP) of the construction value to be utilized for a total amount of \$1,164,891.00 approved via resolution [R-2017.04.12-035](#). The city had requested additional work in the amount of \$134,723.00, Change order #2 for expanded scope of electrical and tele/data future expansion as well as existing HVAC in back area for Information Technology office which was approved via resolution [R-2017.07.26-082](#); and

WHEREAS: The city has received Change Order #3 in the amount of \$49,569.00 and was approved by council via resolution [R-2017.09.27-120](#) for a revised scope of work to include additional work for the Customer Service Center. Change Order #4 consisted of repairs to Customer Service Center due to flood and was paid in full by Primex New Hampshire Public Risk Management Exchange. The city has received Change Order #5 for renovations to the City Hall Council Chambers/Legal Office Suite in the amount of \$265,710.00 approved by council via [R-2018.06.27-077](#); and

WHEREAS: The city recently received Change Order #6 for upgrades to the analog broadcast equipment in City Hall Council Chambers/Council Conference Room in the amount of \$43,204.00. This work includes upgrading the city's broadcast system at City Hall from analog to digital, and the addition of high-definition, IP-based cameras and switching equipment. It also adds broadcast capabilities in the Council Conference Room, for live or live-to-tape meetings. The installation of this equipment will occur while construction, electrical and cabling work is under way.

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

The purchasing agent is hereby authorized to issue a change order #6 to Martini Northern for design build services at rates provided in conjunction with RFQ B16013B in the amount not to exceed \$43,204.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
6100.1.550.49200.4725.01206.xx	Building Improvement	7,773.98	7,773.98
6100.1.550.49200.4744.01206.xx	Furniture and Fixtures	5,340.02	5,340.02
6100.1.550.49200.4745.01206.xx	Computers and Communication	41,843.52	41,843.52



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.10.10 – 132**
Resolution Re: B16013B Design Build of Customer Service Center
Additional Scope of Work - Change Order #6

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved for Legal Compliance: Anthony I. Blenkinsop
City Attorney

Recorded by: Susan Mistretta
Interim City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.10.10 – 132**
Resolution Re: B16013B Design Build of Customer Service Center
Additional Scope of Work - Change Order #6

RESOLUTION BACKGROUND MATERIAL:

In 2016, the City of Dover invited qualified architectural and construction firms to submit their qualifications for consideration to provide architectural designs, remodeling cost estimates and construction services for a new customer service center on the ground floor of City Hall with a Locust Street entrance. The City seeks to have a change order with the selected vendor, Martini Northern, to enhance the City Council Chambers on the second floor of City Hall. Enhancements would include restoration of the Council Conference Room and legal office into one large chamber, as it existed before 1987.

The restored chamber would have historic architectural detailing restored to the walls, ceiling, and lighting. Additionally, the carpet will be replaced and a workshop/conference room will be created similar to room 305 in the McConnell Center. This space would be equipped with television cameras and allow for meetings to be broadcast from within. Furthermore, the ventilation system will be updated to meet code, and air conditioning will be installed, so the space is climate controlled year round.

The change order #6 work includes upgrading the city's broadcast system at City Hall from analog to digital, and the addition of high-definition, IP-based cameras and switching equipment. It also adds broadcast capabilities in the Council Conference Room, for live or live-to-tape meetings. The installation of this equipment will occur while construction, electrical and cabling work is under way.

Bid Information:

Sealed request for qualifications B16013B were solicited and received on January 12, 2016 at 1:00 pm for design build services for the customer service center at City Hall.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations emailed:	601	Number of Responses:	11
Warranty:	NA	Terms:	Net 30, FOB Dover
Work Bonded:	NA	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	2018
Recommended Award to:	Martini Northern	Fund:	Studio DoverNet
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B16013B Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2018.10.10 – 133**

Resolution Re: Bobcat Compact Track Loader, Sourcewell formally known as National Joint Powers Alliance

WHEREAS: The City of Dover is a member of Sourcewell formally the National Joint Powers Alliance (NJPA) and therefore may purchase utilizing any of their cooperative purchasing agreements. The NJPA solicited Bid # RFP042815 and has entered into an agreement #042815 CEC with Bobcat for various pieces of construction equipment. One of the categories awarded to them is for compact track loaders and accessories. The City of Dover reached out to the local distributor in Chichester, NH for pricing of one T450 T4 Bobcat Compact Track Loader with attachments and received pricing in the amount of \$58,739.00; and

WHEREAS: The City Council previously approved the utilization of the NJPA agreement with Bobcat utilizing the local distributor, Bobcat of NH in Chichester for the same loader and attachments via Resolution [R-2016.10.12-134](#); and

WHEREAS: Bobcat of NH, Inc has again offered the same equipment at cost of \$58,739.00. It is the recommendation to award to Bobcat of NH as outlined.

WHEREAS: Per Administrative Code Chapter 3 Article III 3-37B Exemptions to Competitive Bidding: Purchases made through the State of NH, other governmental agencies, and cooperative buying groups.

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 Bobcat of NH Inc. of Chichester, NH for a new T450 T4 Bobcat compact track loader and accessories at rates provided in conjunction with Sourcewell formally NJPA contract. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
4019.1.300.43121.4743.03110.19	CS Street Equipment	200,000	200,000

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: Susan Mistretta
Interim City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2018.10.10 – 133**

Resolution Re: Bobcat Compact Track Loader, Sourcewell formally known as National Joint Powers Alliance

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2018.10.10 – 133**

Resolution Re: Bobcat Compact Track Loader, Sourcewell formally known as National Joint Powers Alliance

RESOLUTION BACKGROUND MATERIAL:

In an effort to obtain standardization, reliability, best costs, best return policies, training and ongoing support after maintenance expiration, the City wishes to utilize this agreement with Bobcat of NH.

Bid Information:

Sourcewell formally known as NJPA bid RFP042815-CEC discounted 24-26%. The Purchasing Agent may, with approval by the City Manager, waive the bidding procedure when purchasing can be accomplished through the State of NH, or at State bid prices, other governmental agencies or cooperative buying group.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Delivered	Estimated Delivery:	4 weeks
Recommended Award to:	Bobcat of NH Chichester	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B17017 Bobcat Quote](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2018.10.10 – 134**

Resolution Re: **Award of Maintenance Agreement to Southworth
Milton Inc for Caterpillar Generator Maintenance**

WHEREAS: Southworth Milton, Inc is the authorized dealer/distributor for Caterpillar in the New England region and the City of Dover has eighteen caterpillar emergency generators at various wells, pump stations, fire stations and McConnell Center that were purchased through this vendor over the years; and

WHEREAS: These generators need semi-annual (November and May) inspections and maintenance performed on them which has been done by Southworth Milton, Inc using Caterpillar trained technicians since the original purchases. Southworth Milton Inc has offered a set price agreement in the amount of \$26,067.00 for the November 2018 and May 2019 maintenance; and

WHEREAS: Per Administrative Code Chapter 3 Article III 3-37F Exemptions from Competitive Bidding: Sole Source. Due to the nature of the emergency generator operations, the staff request only Caterpillar trained technician service these units.

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 Southworth Milton Inc of Milford MA for Caterpillar generator maintenance services in the amount of \$26,067.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4433.00000.00.00	Sewer Maint Charges Equip	45,401	23,020
5300.1.300.43320.4433.00000.00.00	Water Maint Charges Equip	44,097	33,884
1000.1.300.43180.4431.00000.00.00	F&G Maint Charges bldg	113,590	105,225
1000.1.220.42220.4434.00000.00.00	Fire Maint. Charges Vehicle	70,646	44,840
3381.1.350.41941.4431.00000.00.00	McConnell Center Maint Equip	27,000	16,660

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: Susan Mistretta
Interim City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2018.10.10 – 134**

Resolution Re: **Award of Maintenance Agreement to Southworth
Milton Inc for Caterpillar Generator Maintenance**

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R - 2018.10.10 - 134**

Resolution Re: Award Maintenance Agreement to Southworth/Milton Cat
for Generator Maintenance

Background:

The Community Service Department has used Southworth Milton Cat to maintain the Cat Generators located throughout the City of Dover since they were purchased from them. Southworth Milton is the only dealer/distributor for Caterpillar in the New England region and the City of Dover has eighteen caterpillar generators at various wells, pump stations and fire departments. These generators require semi-annual (November and May) inspections and maintenance be performed on them which has been done by Southworth Milton Cat and their caterpillar trained technicians since the original purchases. Milton Cat has offered an annual set price agreement for one year in the amount of \$26,067.00 annually for the semi annual maintenance.

Generator Locations

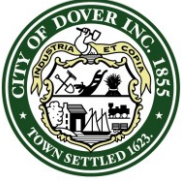
61 River St PS	Mast Rd Portable
Griffin Well Mast Rd	46 Chestnut St
Mill Street PS	City Hall 288 Central Ave
Leighton Way PS	11 Lowell Booster
Boston Harbor PS	Durham Rd South End
Mast Rd Public Works Facility	Stonewall Pump Station
Charles St PS	Campbell Well
9-11 Broadway, Central Station	Calderwood PS
262 Sixth St North End Station	McConnell Center

Award Information:

Purchase order will be issued to Southworth Milton Cat.

Purchasing Information:

Type:	Purchase order	Advertised:	no
Invitations Mailed:	na	Number of Responses:	na
Warranty:	Na	Terms:	Net 30, FOB Dover
Work Bonded:	Certificate of Insurance	Contract:	Yes
Prices will hold for:	2019	Estimated Delivery:	November & May
Recommended Award to:	Southworth Milton, Inc	Fund:	General Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Waive bidding process



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2018.10.10 – 135**

Resolution Re: Approval of the Loxsmith Bagel Corporation Sub-Lease
for the Dover Transportation Center

WHEREAS: The City of Dover and Loxsmith Bagel Corporation seek to enter into a Sub-Lease Agreement wherein the City shall sub-lease to Loxsmith Bagel Corporation a portion of the Dover Transportation Center building leased by the City of Dover from Cocheco Mills Holdings, LLC and located at 33 Chestnut Street; and

WHEREAS: That the rent charges are based upon the cost of utilities for the first five years with additional base rent thereafter; and

WHEREAS: The term of the Sub-Lease Agreement shall be for five (5) years beginning in October 2018 with renewal options, dependent on an extension of the City's lease with Cocheco Mills Holdings, LLC; and

WHEREAS: Cocheco Mills Holdings, LLC assents to this Sub-Lease.

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

The City Manager is authorized to finalize and sign a Sub-Lease Agreement with Loxsmith Bagel Corporation for a portion of the Dover Transportation Center located at 33 Chestnut Street.

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.6.

Resolution Number: **R – 2018.10.10 – 135**

Resolution Re: Approval of the Loxsmith Bagel Corporation Sub-Lease
for the Dover Transportation Center

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See attached draft Sub-Lease Agreement between the City of Dover and Loxsmith Bagel Corporation.



288 CENTRAL AVENUE
DOVER, NH 03820
WWW.DOVER.NH.GOV
603.516.6000

SUB-LEASE AGREEMENT

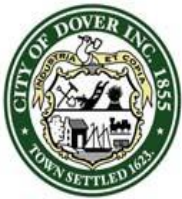
This Sub-Lease Agreement is entered into this ____ day of _____, 2018, by and between **Loxsmith Bagel Corporation**, 23 Pope Road, Atkinson, New Hampshire 03811, a New Hampshire corporation (hereinafter called "Lessee") and the **City of Dover**, New Hampshire, of 288 Central Avenue, Dover, County of Strafford and State of New Hampshire (hereinafter referred to as "City") (hereinafter "Lessee" and "City" collectively "the Parties")

1. DESCRIPTION.

The City hereby sub-leases to the Lessee a portion of the Dover Transportation Center building leased by the City of Dover as shown on the attached **Exhibit A** (hereinafter the "Premises") and located at 33 Chestnut Street, Dover, New Hampshire (hereinafter the "Property"). In conjunction with the use of the Premises, Lessee shall be granted 6 parking permits for use by its employees within the larger parking lot on the Property. The cost for the permits shall be contained within the lease rental rate set forth in paragraph 4. The City shall be solely responsible for relocating the so-called "Santa Shack" so that it is at least 100 feet away from the Premises. Both parties agree to seek to amend the parking ordinance to allow 6 15-minute free spaces to be located on the westerly side of the Premises along the railroad track, while recognizing the ultimate authority to amend said ordinance rests in the sole discretion of the Dover City Council.

Lessee shall have the exclusive right during the Term, including exercised option periods, to sell or otherwise provide food or beverages to consumers within the Dover Transportation Center and platform/track area. The Lessee shall keep the building unlocked and open to the public on Monday through Friday between 6:00 a.m. and 3:30 p.m. and 7:00 a.m. to 3:30 p.m. on Saturdays and Sundays in addition to any hours the Lessee is open for business. The City may maintain/staff a Dover Transportation Center volunteer booth in the seating area of the Premises in a location shown on Exhibit A. Said volunteers may be available to the general public within the Premises. The City will provide the Lessee with information regarding the City and its transportation services with both parties agreeing that this will be to their mutual benefit. There is no requirement that the volunteer booth be staffed during any particular operational hours during the period the Lessee has the building open. In addition, the City and volunteers will have access to the office/storage and mechanical space shown on Exhibit A as needed, and said space shall only be reconfigured upon mutual agreement between the City and Lessee.

Acknowledging that the Premises and Property is primarily a Transportation Center, and users of the Premises and Property include transient users, Lessee and the City shall cooperate to move along or remove, as the case is required, loiterers in any portion of the Premises in that both parties agree it is in both their respective interest to prevent individuals from staying in the Premises for extended periods of time, including but not limited to the seating or bathroom area, without utilizing the café or obtaining information from the City



288 CENTRAL AVENUE
DOVER, NH 03820
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603.516.6000

in regard to its transportation or other services. Lessee and the Chief of Police, or designee, shall discuss a protocol between them as to how to address loitering. Lessee shall attend a one-day training on the public transportation systems that are available at the Dover Transportation Center including, but not limited to COAST bus, Wildcat bus, Amtrak Downeaster, and Dover Community Trail, which will be scheduled by the City. The Lessee shall ensure its employees are generally familiar with the operations of these public transportation systems at the Dover Transportation Center.

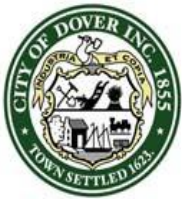
Lessee shall have the right at its expense to install one (1) sign on the wire fence on the upper platform for the train and one (1) on the opposite side facing the parking lot for which commuters for the buses congregate. Said signs on the fence shall be directional signs with an arrow pointing to the café and be no greater than 2' long and 1' high. Lessee shall also have the right, on all four sides of the building, to place one (1) sign identifying the café. The look and design of said signs and display materials shall be in keeping with the general appearance of the Premises, and shall be professionally created and managed. The Lessee may, at its own expense, purchase and use a temporary A-Frame chalk board sign to display specials on the track/platform area. Existing Transportation provider signs may be moved, but shall not be removed from the glass windows. Lessee shall also have the opportunity to utilize the top panel on the street side of the freestanding sign at the Chestnut Street entrance of the Property with said sign being created at the sole expense of the Lessee. All the above said signs, including the parking signs referred above, shall comply with all municipal ordinances by right and require permits. Banners, and electronic message centers shall not be included in any sign package. The City will support and assist with the expeditious processing of the sign applications.

2. TERM

This Lease shall commence on October __, 2018 and end on October 31, 2023 (the "Term"), with three 5-year renewal option periods with each option by the Lessee to be exercised in writing within 90 days of the end of the preceding Term. The Term shall include any exercised renewal option period. The Parties acknowledge the City's right to lease to Lessee is subject to and contingent upon the lease on the Premises/Property, and any additional parking, set forth in the Third Amendment to Lease dated November 8, 2013 between Cocheco Mills Holdings LLC and the City which ends on May 31, 2021 ("Cocheco Lease"), which is subject to the City's option, at its discretion, to renew for an additional 20-year period.

3. UTILITIES

The City, at its own expense, will re-meter the utilities including gas, electricity, water, and sewer so that there are distinct meters for utilities utilized inside the Premises ("Premises Meters"). Utilities outside of the Premises, such as outside lighting, track heating, and water usage outside the Premises shall not be metered by the Premises meters. The Lessee shall



288 CENTRAL AVENUE
DOVER, NH 03820
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603.516.6000

reimburse the City on a monthly basis for the Premises meters' charges within 10 business day of receipt of those charges with the meter readings from the City. Electrical utilities for the Premises shall not include communication devices in the so-called office/storage closet of the building nor the vestibule wall unit electric heating as shown on Exhibit A.

4. **RENT**

Pursuant to paragraph 3 above, Lessee shall be responsible during the Term of this Lease, including any renewal option periods, to pay the utilities for the Premises.

For the initial 5-year Term of the Lease, reimbursement to the City of those said utilities for the interior of building shall be the sole rent paid by Lessee. Commencing in year 6 of the Term of this Lease rent shall be \$500.00 per month ("Base Rent"), in addition to utility reimbursement pursuant to paragraph 3 above. Each year thereafter Base Rent shall increase by \$50.00, in addition to utility reimbursement consistent with paragraph 3 above. By way of example, in year 7 of the Lease Term Base Rent shall be \$550.00 plus utilities, in year 8 of the Lease Term Base Rent shall be \$600.00 plus utilities, and so forth.

5. **IMPROVEMENTS AND REPAIR**

The Lessee shall make improvements to the Premises, subject to the written approval from the City, at its sole cost as additional consideration for its rental of same, including repainting of the bathroom and the placement of new fixtures in the sink as well as air dryers for the individuals washing their hands. Both single-occupant bathrooms shall be rendered unisex.

Improvements shall also include:

- installation of water and utility lines for café
- installation of cabinetry/counters/demising walls/access doors to prep area including walk-in refrigeration unit
- adding fixed counters for stand-up or stool seating
- floor repairs as needed
- painting interior as mutually determined
- necessary IT/security infrastructure to operate business
- equipping the Premises for the operation of the café

Attached as **Exhibit B** is an initial plan of the layout of the currently proposed improvements in the café area of the Premises. The City shall cooperate with Lessee to expeditiously obtain the permits necessary for these Lessee improvements all subject to compliance with municipal ordinances. The Parties acknowledge that time is of the essence to get these improvements put into place for the operation of the café and for the Lessee's financing.

The Parties further acknowledge that in consideration of the economic terms of this Lease



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including rent provisions above, the Lessee is not requesting the City to pay for any of these improvements, yet it is considered as part of the consideration of the overall Lease Terms including the rent to be paid by the Lessee.

The City will be responsible for the repair of the HVAC, exterior walls, water and sewer lines to the extent they are outside the Premises, structural portions of the building, exterior walls (excluding the Lessee's signs), roof, and parking areas and sidewalks including, but not limited to, snow removal and ice removal as necessary. Nothing within this Lease shall be construed as creating a joint venture between Lessee and the City regarding the operation of that business.

6. PERSONAL PROPERTY REMAINING FOLLOWING LEASE TERMINATION

The demising walls and countertops and bathroom improvements shall be considered permanent improvements of the Premises, yet removable tables and seating, as well as all equipment including walk-in refrigeration, are all subject to the security interest of the Lessee's lender and shall not be part of the Premises ("Personal Property or Business Trade Fixtures"). To the extent Lessee or its lender does not remove said Personal Property or Business Trade Fixtures from the Premises within 60 days of the termination of the Lease, unless other written arrangements are made between the City and the Lessee, the City may take possession of the personal property subject to the security interest of the Lessee's lender.

7. OPERATION AND MAINTENANCE

The Premises of this Lease is for the purpose of the operation of a food and beverage service establishment and Lessee, at its own expense, maintain and keep the Premises in a sanitary and good working order and condition and remove all waste from the Premises as needed. Food waste shall be placed in a secure container prior to disposal by Lessee. Further, Lessee shall be responsible for placing of all solid waste and recyclables generated on the Premises in outside dumpster on the Property, and shall provide for the emptying of said dumpsters at its cost. The dumpster shall be provided by the City with a lock that the City and Lessee shall have a key.

Lessee shall keep the building open and clean for the public between the hours of 6:00 a.m. - 3:30 p.m. Monday through Friday and 7:00 a.m. to 3:30 p.m. on Saturday and Sunday. Lessee may, at its discretion, have its actual café open to employees up to a half hour before opening the building up to the public and half hour after closing the building to the public. Lessee may at its discretion extend these hours of operation at any given time during the Term, with written notice to the City.

Lessee shall keep the Premises at no less than 62 degrees Fahrenheit year round and no warmer than 85 degrees Fahrenheit in the summer months.



288 CENTRAL AVENUE
DOVER, NH 03820
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Lessee shall be responsible for any applicable taxes related to the operation of its business and related to the income generated by the operation of its business.

8. ACCESS TO PREMISES

The City shall have right to enter the Premises during operating hours as well as non-operational hours for emergencies and shall also have access at all times to communication equipment located in one of the currently so-called office/storage closet.

9. UNAVOIDABLE CASUALTY

In the event of an unavoidable casualty where the Premises or portion of it is destroyed, damages, or deemed unfit for use or occupancy, either Party may terminate this Lease.

10. SUBLETTING OR ASSIGNMENT

Lessee shall neither sublet nor assign the Premises or parking spaces without prior written consent by the City.

11. DEFAULT/EARLY TERMINATION

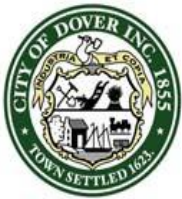
In the event the Lessee fails to perform any of its obligations under this Lease and fails to cure any said failure to perform within 30 days after written notice, the City, at its option, may deem the Lease to be in default.

12. INDEMNIFICATION

Lessee agrees to indemnify and save harmless the City regarding all actions or inactions of Lessee or its agents that take place within the Premises and the City agrees to indemnify and save harmless the Lessee from all actions or inactions of the City or its agents that take part outside of the Premises.

13. INSURANCE

Lessee shall procure and maintain in force, at its expense, liability and property damage insurance for the Premises to be considered primary coverage. Said insurance to provide at least One Million Dollars in both liability and property damage coverage. City has no obligation for any loss to Lessee's personal property. Proof of Insurance shall be supplied to the City at the time of occupancy. City shall be named as an additional insured on the Lessee's insurance policy, which coverage shall apply on a primary and noncontributory basis, and, subject to the dollar amounts specified above, cover City with the same scope of coverage provided to the Lessee under the policy without subjecting City to any different or additional terms, conditions, limitations or exclusions. A condition of the



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DOVER, NH 03820
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insurance coverage shall be thirty (30) days' notice to City upon cancellation of the policy. The Lessee shall also provide City certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy. Additionally, Lessee shall procure and maintain in force, at its expense, during the term workman's compensation insurance for employees, as required under New Hampshire law.

14. LIENS AND ENCUMBRANCES

Lessee shall not create or allow any lien, encumbrance or charge on the Premises or on the rents or income therefrom which may be superior to the City's rights hereunder.

15. PARTIES BOUND

This Lease and any addendums are binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire Lease between the parties.

16. NOTICE

Any notice required to be given under this Lease shall be in writing, and shall be deemed properly served if delivered in person, or by overnight mail by a commercially recognized carrier, or on the third (3rd) day after deposit in the United States mail, as certified or registered mail, return receipt requested, postage prepaid, and sent as follows:

If to Lessee, at: Loxsmith Bagel Corporation
23 Pope Road,
Atkinson, New Hampshire 03811

And if to the City, at: City of Dover
288 Central Avenue
Dover, NH 03820
Attention: City Manager

17. MODIFICATION OF LEASE

This Lease contains the entire Lease between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.

18. SECTION HEADINGS

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in



288 CENTRAL AVENUE
DOVER, NH 03820
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the interpretation, construction or meaning of the provisions of the Lease.

19. SEVERABILITY

Any determination that any provision of this Lease or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not affect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Lease.

20. LAWS GOVERNING

The parties agree that this Lease has been entered into in the State of New Hampshire and that the laws of the State of New Hampshire will govern all disputes under this Lease and determine all rights hereunder.

21. TAXES

Pursuant to NH RSA 72:23, Lessee shall pay all duly assessed real property taxes on the Premises when due.

22. MERGER

This Lease contains all terms and conditions agreed upon by the parties hereto and no other agreements or representations, oral or otherwise, regarding the subject matter of this Lease shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease shall be in writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties have hereunto executed this Lease this _____ day of _____, 2018.

Loxsmith Bagel Corporation

Witness

By: _____
Print Name and Title:
Duly Authorized



288 CENTRAL AVENUE
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The City of Dover

Witness

By: _____
J. Michael Joyal, Jr., City Manager

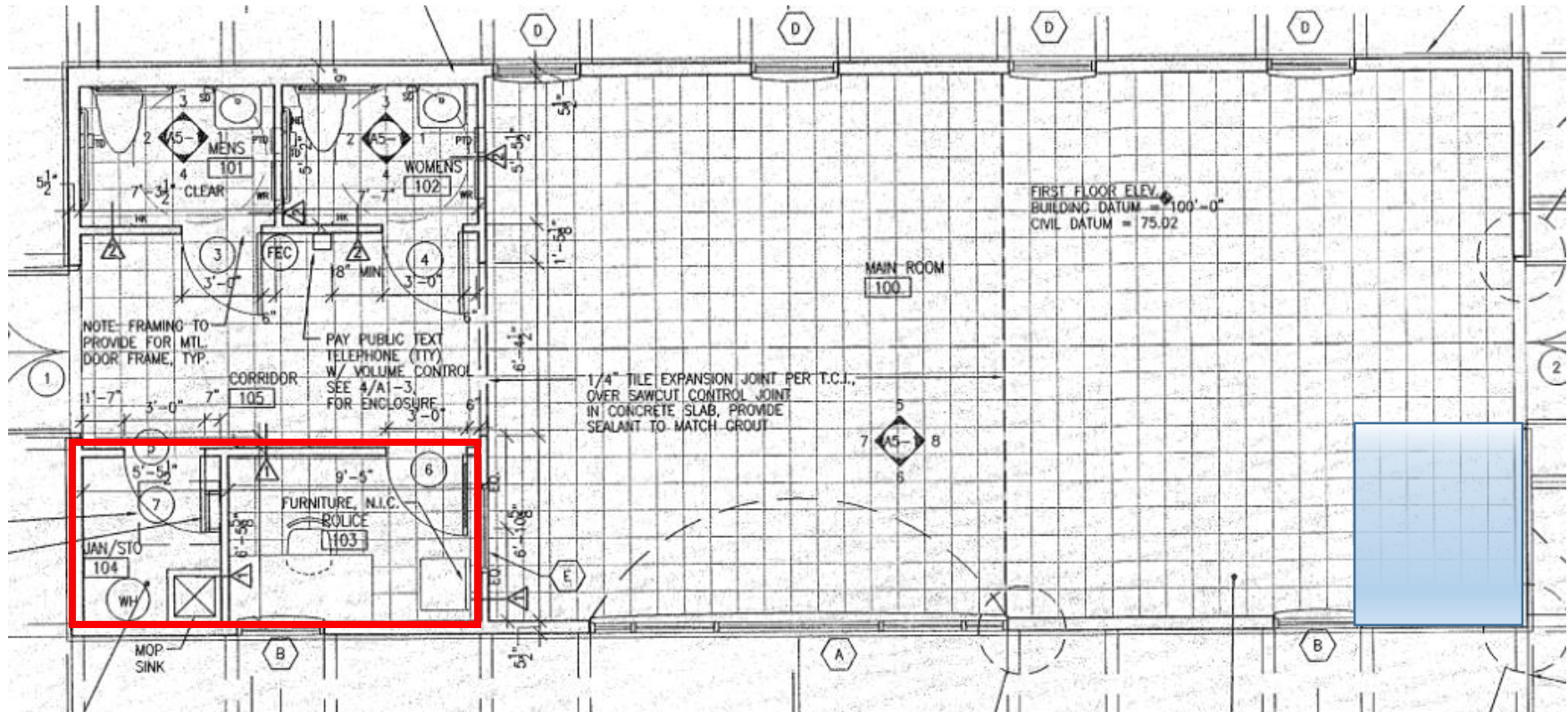
Acknowledge and Assented to By

Witness

By: _____
Cocheco Mills Holdings, LLC
PRINT:

Exhibit A

TRACKS



Parking Lot

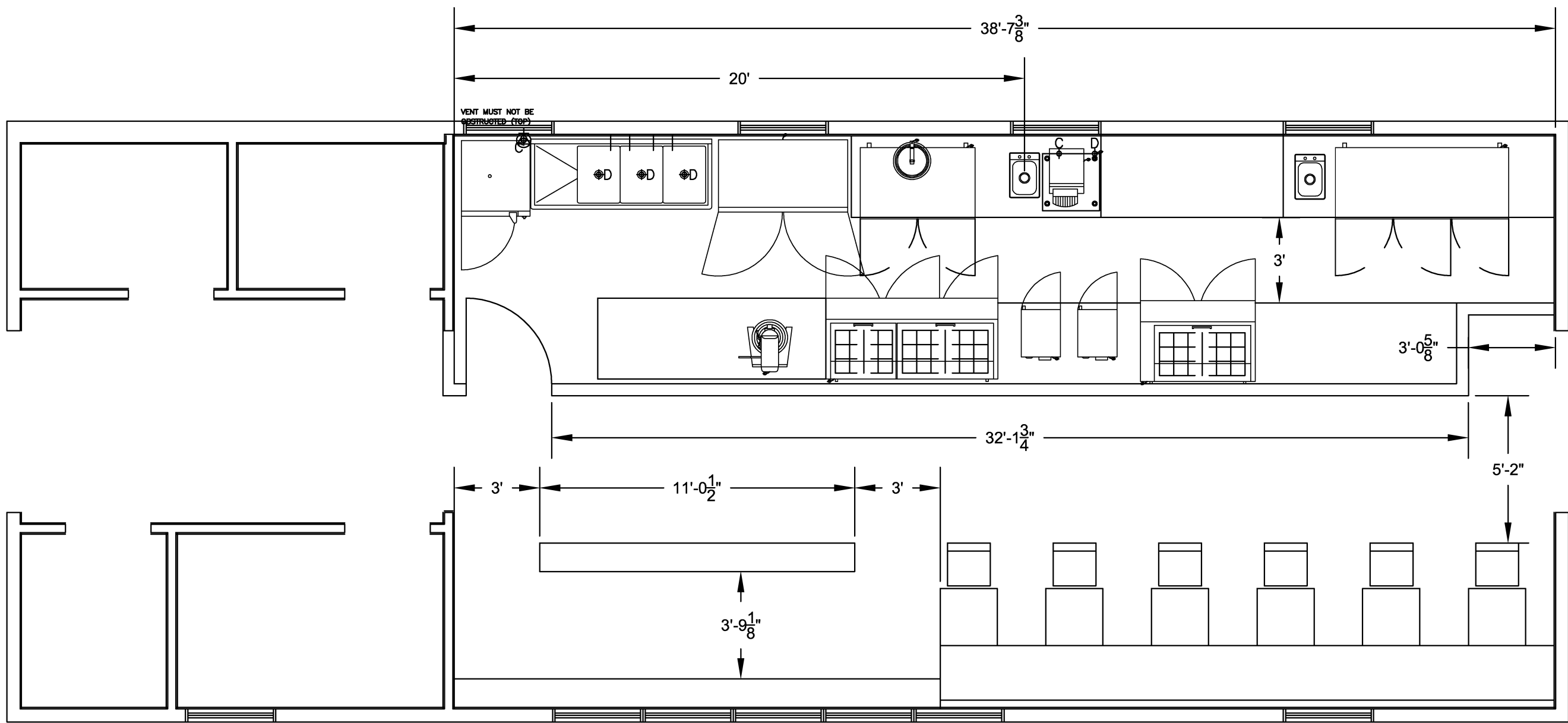


= Area to be used by the Train Riders Association but may still be improved by LoxSmith Bagel



= Outside of "Premises"

Exhibit B





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.10.10 – 135**

Resolution Re: Adoption of FY2020-FY2025 Capital Improvements Plan

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$25,000 or more and useful life of three years or greater; and that

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

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

The Proposed Capital Improvements Program for Fiscal Year 2020-2025 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised 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: Susan Mistretta
Acting City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.10.10 – 135**

Resolution Re: Adoption of FY2020-FY2025 Capital Improvements Plan

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2020 through FY2025 Capital Improvements Program.

This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure and capital assets over the course of the next six years and does NOT authorize or appropriate funding for projects or authorize bonding.

The FY2020 – FY2025 CIP projects and their anticipated schedule for funding are reflected in the attached document.

Capital Improvements Program - FY2020-2025

Proposed October 3, 2018

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2020	2021	2022	2023	2024	2025	Total	Finance Method
GENERAL GOVERNMENT								
Transfer to Capital Reserve - Infrastructure & Equip	900,000	900,000	900,000	900,000	900,000	900,000	5,400,000	OB
Transfer to Capital Reserve - Cemetery	125,000	125,000	125,000	125,000	125,000	125,000	750,000	OB
<u>Chapel Restoration/Facilities & Grounds Office</u>	1,800,000	600,000					2,400,000	DF/RF
<u>Transportation Center Repairs</u>	80,000						80,000	RF
City Hall Boiler Replacement		120,000					120,000	RF
<u>Cemetery Improvements</u>			250,000		250,000		500,000	RF
City Hall Structural/Safety Improvements			500,000		250,000		750,000	RF
Indoor Pool Solar Panel Purchase						150,000	150,000	RF
Public Works Facility Repairs						250,000	250,000	RF
TOTAL GENERAL GOVT.	2,905,000	1,745,000	1,775,000	1,025,000	1,525,000	1,425,000	10,400,000	
POLICE								
Police Cruiser Replacement Program	128,250	128,250	128,250	128,250	128,250	128,250	769,500	RF
<u>Public Safety Comm Infrastructure Enhancements</u>		25,000					25,000	OB
<u>Records Management/CAD Software Upgrade</u>		231,938					231,938	RF
TOTAL POLICE	128,250	385,188	128,250	128,250	128,250	128,250	1,026,438	
FIRE & RESCUE								
Medical Equip. - Cardiac Monitor/Defibrillator	148,000						148,000	RF
North End Station Improvements	296,000						296,000	RF
<u>Station Capacity Improvements</u>	120,000			475,000		660,000	1,255,000	RF/DF
<u>Video Conferencing</u>	31,000						31,000	OB
Ambulance Replacement		245,000		245,000		245,000	735,000	RF
<u>Command/Staff Vehicle Replacement</u>			49,000			49,000	98,000	RF
Pumper Replacement			635,000				635,000	RF
<u>Front Line Vehicle Corosion Repair</u>				90,000			90,000	RF
<u>Protective Gear</u>					155,000		155,000	RF
TOTAL FIRE & RESCUE	595,000	245,000	684,000	810,000	155,000	954,000	3,443,000	
COMMUNITY SERVICES - PUBLIC WORKS								
PW Heavy Equipment	300,000	350,000	400,000	450,000	500,000	550,000	2,550,000	RF
General Streets Improvements	2,081,541	2,164,803	2,251,395	2,341,451	2,435,109	2,532,513	13,806,812	OB
General Sidewalk Improvements	112,486	116,985	121,665	126,531	131,593	136,856	746,116	OB
Bridge Improvements	120,000	140,000	160,000	180,000	200,000	200,000	1,000,000	OB
Drainage System Improvements	150,000	150,000	150,000	150,000	200,000	200,000	1,000,000	OB
Traffic Signal Upgrades/Traffic Calming	90,000	90,000	90,000	90,000	90,000	90,000	540,000	OB
Congestion Mitigation Route 108	250,000		1,000,000	250,000			1,500,000	DF
Central Falls Dam Repairs	300,000						300,000	DF
Downtown Wayfinding	40,000	400,000					440,000	DF
Street Reconstruction - Court/Union/Middle	150,000		1,600,000		2,900,000		4,650,000	DF
Street Reconstruction - Spur Road	475,000	1,525,000					2,000,000	DF
Catch Basin Spoils Facility*	1,750,000						1,750,000	DF
Central Ave Drainage Work*		100,000		1,000,000			1,100,000	DF
<u>Downtown Traffic Efficiency Improvements</u>		250,000		1,000,000			1,250,000	DF
Street Reconstruction Fifth/Grove Streets*		100,000		750,000			850,000	DF
Street Reconstruction - Oak/Ham/Elia		1,000,000					1,000,000	DF
Street Reconstruction - Piscataqua/Back River*			650,000	200,000	150,000		1,000,000	DF
Bridge Replacement - Oak Street			250,000			5,000,000	5,250,000	DF/GR
Bridge Replacement - County Farm					250,000		250,000	DF
Soundswalls - Renaud/Keating						400,000	400,000	RF/GR
Street Reconstruction - Atlantic Avenue						1,500,000	1,500,000	DF
TOTAL COMM SERV - PW	5,819,027	6,386,788	6,673,060	6,537,982	6,856,702	10,609,369	42,882,928	
CULTURE & RECREATION								
Transfer to Capital Reserve - Park/Playground Imprv.	112,500	112,500	112,500	112,500	112,500	112,500	675,000	OB
Park Infrastructure Replace/Maintenance	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Indoor Pool Solarium		75,000			250,000		325,000	RF
Jenny Thompson Pool Water Heating System		50,000					50,000	RF
Park Improvements - Garrison Hill Park			250,000				250,000	RF
Arena - Foster Rink Renovations				95,000			95,000	RF
TOTAL CULTURE & RECREATION	187,500	312,500	437,500	282,500	437,500	187,500	1,845,000	
PUBLIC LIBRARY								
Library Books and Collections	114,804	118,139	121,574	125,112	128,765	132,509	740,903	OB
<u>Replace Slate Roof</u>				468,000			468,000	DF
Furnishings and Repairs					130,000		130,000	OB
TOTAL PUBLIC LIBRARY	114,804	118,139	121,574	593,112	258,765	132,509	1,338,903	
TOTAL CITY DEPARTMENTS	9,749,581	9,192,615	9,819,384	9,376,844	9,361,217	13,436,628	60,936,269	

Capital Improvements Program - FY2020-2025

Proposed October 3, 2018

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2020	2021	2022	2023	2024	2025	Total	Finance Method
EDUCATION								
<i>Transfer to Capital Reserve - Curriculum</i>	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
Transfer to Capital Reserve - Facilities	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
Transfer to Capital Reserve - Info. Technology	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
Transfer to Capital Reserve - Athletics	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
Curriculum Replacement and Upgrade	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF/OB
Facilities/School Maintenance and Repairs	125,000	125,000	125,000	125,000	125,000	125,000	750,000	OB
Information Technology Replacement & Upgrade	146,000	152,000	158,000	164,000	171,000	178,000	969,000	OB
<u>Middle School - Roof Replacement</u>	545,000			525,000			1,070,000	DF
Middle School - AC/Dehumidification				525,000			525,000	DF
<u>Garrison Elementary School Improvements</u>					5,700,000		5,700,000	DF
TOTAL EDUCATION	1,086,000	547,000	553,000	1,609,000	6,266,000	573,000	10,634,000	
TOTAL GENERAL FUND	10,835,581	9,739,615	10,372,384	10,985,844	15,627,217	14,009,628	71,570,269	
SPECIAL REVENUE FUNDS								
Conservation Funding	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
Building Access Control and CCTV Systems	50,000	75,000	105,000	50,000	100,000	0	380,000	OB
SAU Cafeteria Maintenance/Repair/Upgrade	40,000	40,000	40,000	40,000	40,000	40,000	240,000	OB
SAU Light Vehicle Replacement	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
SAU Athletic Improvements	30,000	30,000	30,000	30,000	30,000	30,000	180,000	OB
McConnell Center Trim Repairs/Painting	120,000						120,000	OB
Parking Facility - Downtown			8,100,000				8,100,000	DF
McConnell Center Boiler & Pump Replacement					4,500	250,000	254,500	DF
McConnell Center Rubber Roof					6,500	275,000	281,500	DF
TOTAL SPECIAL REVENUE FUNDS	540,000	445,000	8,575,000	420,000	481,000	895,000	11,356,000	
TIF DISTRICT FUNDS								
Street/Utility Extension - Waterfront Parcel		2,000,000					2,000,000	DF
Park Improvements - Maglaras Park			1,000,000				1,000,000	DF
<u>Street Reconstruction Henry Law Ave</u>				1,200,000			1,200,000	DF
TOTAL TIF DISTRICT FUNDS	0	2,000,000	1,000,000	1,200,000	0	0	4,200,000	
COMMUNITY SERVICES - WATER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Water Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Water Main Replacement - City Wide	125,000	150,000	150,000	150,000	150,000	150,000	875,000	RF
Water Meter Replacement	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000	OB
Water Treatment Plant & Well Equipment	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Main Replacement - Court St Area*	75,000		750,000				825,000	DF
Water Main Extension - Durham Road*		100,000					100,000	RF
Water Main Replacement - Central Avenue - Lower*		100,000		1,000,000			1,100,000	DF
Water Main Replacement - Central Avenue - Upper*		75,000		750,000			825,000	DF
Water Main Replacement - Fifth/Grove Streets*		125,000					125,000	RF
Water Main Replacement - Littleworth Road		100,000		1,000,000			1,100,000	DF
<u>Water Main Replacement - Piscataqua/Drew Roads*</u>			250,000				250,000	DF
<u>Water Main Replacement - Urban Core*</u>			1,900,000				1,900,000	DF
TOTAL WATER FUND	1,205,000	1,655,000	4,055,000	3,905,000	1,155,000	1,155,000	13,130,000	
COMMUNITY SERVICES - SEWER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Inflow/Infiltration Study/Mitigation	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	RF
Pump Station Equipment Replace-Maint.	75,000	75,000	75,000	75,000	75,000	75,000	450,000	OB
Sewer Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Sewer Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Sewer Main Replacements - City Wide	150,000	150,000	150,000	150,000	150,000	150,000	900,000	RF
Catch Basin Spoils Facility*	1,750,000						1,750,000	DF
Pump Station Master Plan	50,000						50,000	RF
Pump Station Upgrade - River Street Force Main	150,000						150,000	RF
Sewer Jet Truck Replacement*	281,250						281,250	RF
<u>Pump Station Upgrade - River Street</u>	300,000		700,000				1,000,000	DF
Sewer Inspection Camera		150,000					150,000	OB
Sewer Main Extension - Durham Road*		100,000					100,000	RF
Sewer Main Replacement - South Central Ave.		50,000		500,000			550,000	DF
Pump Station Upgrade - Piscataqua					150,000		150,000	OB
TOTAL SEWER FUND	3,611,250	1,380,000	1,780,000	1,580,000	1,230,000	1,080,000	10,661,250	
TOTAL OTHER FUNDS	4,816,250	3,035,000	5,835,000	5,485,000	2,385,000	2,235,000	23,791,250	
TOTAL ALL PROJECTS	16,191,831	15,219,615	25,782,384	18,090,844	18,493,217	17,139,628	110,917,519	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.10.10 – 137**

Resolution Re: **Appropriation For FY2020 Capital Improvements
Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:
The following capital outlays are appropriated as part of the FY2020 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	Police Cruiser Replacement Program	\$128,250	General Fund Capital Reserve	Trust
2	Fire & Rescue Station Capacity Improvements	120,000	General Fund Capital Reserve	Trust
3	Medical Equipment - Cardiac Monitor/Defibrillator	148,000	General Fund Capital Reserve	Trust
4	Public Works Heavy Equipment	300,000	General Fund Capital Reserve	Trust
5	Chapel Restoration/Facilities & Grounds Office	600,000	Cemetery Maintenance Reserve	Trust
6	Transportation Center Improvements	80,000	Transportation Improvement Reserve	Trust
7	Park Infrastructure Replace/Maintenance	50,000	Park Improvements Reserve	Trust
8	North End Station Improvements	296,000	Fire & Rescue Facilities Reserve	Trust
9	Park Infrastructure Replace/Maintenance	25,000	Recreation Facilities Reserve	Trust
10	Curriculum Replacement and Upgrade	50,000	School Curriculum Reserve	Trust
11	Water Exploration	100,000	Water Fund Capital Reserve	Trust
12	Water Heavy Equipment Replacement	40,000	Water Fund Capital Reserve	Trust
13	Water Main Replacement - City Wide	125,000	Water Fund Capital Reserve	Trust
14	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
15	Water Treatment Plant & Well Equipment	75,000	Water Fund Capital Reserve	Trust
16	Inflow/Infiltration Study/Mitigation	300,000	Sewer Fund Capital Reserve	Trust
17	Sewer Heavy Equipment Replacement	40,000	Sewer Fund Capital Reserve	Trust
18	Sewer Main Replacements - City Wide	150,000	Sewer Fund Capital Reserve	Trust
19	Pump Station Master Plan	50,000	Sewer Fund Capital Reserve	Trust
20	Pump Station Upgrade - River Street Force Main	150,000	Sewer Fund Capital Reserve	Trust
21	Sewer Jet Truck Replacement	281,250	Sewer Fund Capital Reserve	Trust
	Total	\$3,208,500		

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
Acting City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.10.10 – 137**
Resolution Re: **Appropriation For FY2020 Capital Improvements
Program – Non-Debt Financed Projects**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.10.10 – 137**
Resolution Re: **Appropriation For FY2020 Capital Improvements
Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates reserve trust funds to finance a portion of the FY2020 Capital Improvements Program. In addition, it authorizes the transfer of Reserve Trust Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2019:

	Proposed	Balance
Description	Appropriation	6/30/2019
Trust Reserve Funds CIP		
General Fund Capital Reserve	\$696,250	\$745,265
Cemetery Maintenance Reserve *	\$600,000	\$475,345
Transportation Reserve **	80,000	71,004
Parks Improvements Reserve	50,000	189,282
Fire & Rescue Facilities Reserve	296,000	417,641
Recreation Facilities Reserve	25,000	465,789
School Curriculum Reserve	50,000	169,021
Water Fund Capital Reserve	440,000	1,646,828
Sewer Fund Capital Reserve ***	971,250	652,250
Total	3,208,500	

* The Cemetery Maintenance Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$125,000 into the reserve is proposed in the CIP FY 2020-2025 to be budgeted during FY2020 as part of the City's Operating Budget.

** The Transportation Improvement Reserve will have sufficient funds for the appropriations as income into the reserve from the Transportation Fee applied on each Motor Vehicle registrations is estimated to generate \$200,000 during FY2020.

*** The Sewer Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the Sewer Fund of \$500,000 into the capital reserve is proposed in the CIP FY2020-2025 to be budgeted during FY2020 as part of the City's Operating Budget.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2018.10.10 – 138**
Resolution Re: **Appropriation For FY2020 Capital Improvements
Program and Authorization for Bonding**

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

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

Item #	Description	Proposed		Life/Yrs	Department	Fund
		Appropriations				
1	Chapel Restoration/Facilities & Grounds Office	\$ 1,800,000		20	Comm Serv - PW	General
2	Congestion Mitigation Route 108	1,500,000		20	Comm Serv - PW	General
3	Central Falls Dam Repairs	300,000		20	Comm Serv - PW	General
4	Downtown Wayfinding	440,000		15	Comm Serv - PW	General
5	Street Reconstruction - Court/Union/Middle	4,650,000		20	Comm Serv - PW	General
6	Street Reconstruction - Spur Road	2,000,000		20	Comm Serv - PW	General
7	Catch Basin Spoils Facility	1,750,000		20	Comm Serv - PW	General
8	Middle School - Roof Replacement	545,000		20	Education	General
9	Water Main Replacement - Court Street Area	825,000		15	CS - Water	Water
10	Catch Basin Spoils Facility	1,750,000		20	CS - Sewer	Sewer
11	Pump Station Upgrade - River Street	1,000,000		15	CS - Sewer	Sewer
	Total	\$16,560,000				

AND FURTHER BE IT RESOLVED THAT:

To meet the appropriations of this resolution there is authorized, under and pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation bonds of the City of Dover in a principal amount equal to the total of the appropriations. The full faith and credit of the City is hereby pledged for the principal and interest on said bonds. The bonds are to be signed by the City Manager and countersigned by the City Treasurer, with the Finance Director and City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the bonds.

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 eligible Sewer Fund projects provided CWSRF funding is available; and the City of Dover is hereby authorized to participate in the NH Drinking Water State Revolving Fund (DWSRF) Program for financing the Water Fund projects provided DWSRF funding is available. The City Manager, Finance Director and Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH CWSRF and DWSRF Programs and obtain loans through the programs for eligible identified projects.

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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2018.10.10 – 138**
Resolution Re: **Appropriation For FY2020 Capital Improvements
Program and Authorization for Bonding**

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
Acting City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2018.10.10 – 138**
Resolution Re: **Appropriation For FY2020 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2020 Capital Improvements Program financed by debt and authorizes the sale of bonds.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

Description	City	School	Water	Sewer	Waterfront TIF	Total
FY2020 Authorization	12,440,000	545,000	825,000	2,750,000	0	16,560,000
FY2020 Retirement	4,163,390	1,900,788	1,238,545	1,428,481	525,000	9,256,204
Net Change	8,276,610	(1,355,788)	(413,545)	1,321,519	(525,000)	7,303,796

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 limits.

Description	City	School	Water	DBIDA-IP	DBIDA-IB	Exempt	Total
Debt Outstanding	40,666,911	85,637,329	16,888,764	0	0	31,062,361	174,255,365
Authorized - Unissued	13,539,494	8,100,000	24,372,000	2,450,000	0	12,246,336	60,707,830
Total Issued & Unissued	54,206,405	93,737,329	41,260,764	2,450,000	0	43,308,697	234,963,195
This Authorization	12,440,000	545,000	825,000	0	0	2,750,000	16,560,000
Grand Total	66,646,405	94,282,329	42,085,764	2,450,000	0	46,058,697	251,523,195
Legal Debt Limit	104,171,072	243,065,834	347,236,906	4,000,000	NA	NA	
Unused Capacity	37,524,667	148,783,505	305,151,142	1,550,000			
Percent Unused	36.0%	61.2%	87.9%	38.8%			

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

Exempt includes Sewer, Special Revenue Funds, TIF District, and Tolend Road Landfill debt.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2018.10.10 – 138**
Resolution Re: **Appropriation For FY2020 Capital Improvements Program and Authorization for Bonding**

Multi-Year Projects Proposed Bonding Schedule

The following table summarizes the bonding schedule for the proposed debt authorizations. This table shows that for multi-year projects the issuance of bonds will be done based on cash flow requirements per the projects' proposed segments as presented in the Capital Improvements Program.

Item #	Description	Proposed Appropriations	FY2020	FY2021	FY2022	FY2023	FY2024
1	Chapel Restoration/Facilities & Grounds Office	1,800,000	1,200,000	600,000			
2	Congestion Mitigation Route 108	1,500,000	250,000		1,000,000	250,000	
3	Downtown Wayfinding	440,000	40,000	400,000			
4	Street Reconstruction - Court/Union/Middle	4,650,000	150,000		1,600,000		2,900,000
5	Street Reconstruction - Spur Road	2,000,000	475,000	1,525,000			
6	Water Main Replacement - Court Street Area	825,000	75,000		750,000		
7	Pump Station Upgrade - River Street	1,000,000	300,000		700,000		
	Total	12,215,000	2,490,000	2,525,000	4,050,000	250,000	2,900,000

Financial Policy Considerations

The proposed debt authorizations contained in this resolution will result in the following City Council adopted Financial Policies not being adhered to:

- A. Water Fund debt shall not exceed 5% of the State of NH legal limit.
- B. Water Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.

Water Fund debt will exceed the 5% policy limit in FY2020 and continue through FY2025 as a result of the funding appropriated for Water System Facilities Upgrade in the FY2017 CIP and FY2018 CIP. The Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2020 and continue through FY2025. This is the result of the funding appropriated for Water System Facilities Upgrade.

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to the projects proposed to be bonded in FY2020. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2018.10.10 – 138**
 Resolution Re: **Appropriation For FY2020 Capital Improvements Program and Authorization for Bonding**

CIP Only					CIP Only				
Net Change in Property Tax Rates					Net Change in Utility Rates				
		2020	2021	2022			2020	2021	2022
City		0.16	0.27	0.36	Water		0.02	0.11	0.44
School		0.02	0.02	0.03	Sewer		0.24	0.25	0.33
Total Change		0.18	0.29	0.39	Total Change		0.26	0.36	0.77
Est Tax Rate		27.25	27.54	27.93	Est Utility Rate		14.09	14.45	15.22
% Change City		1.57%	2.60%	3.44%	% Change Water		0.39%	2.11%	8.30%
% Change School		0.17%	0.17%	0.25%	% Change Sewer		2.77%	2.81%	3.71%
% Change Total		0.66%	1.06%	1.43%	% Change Total		1.88%	2.56%	5.43%
Including Prior Year Authorizations					Including Prior Year Authorizations				
Net Change in Property Tax Rates					Net Change in Utility Rates				
		2020	2021	2022			2020	2021	2022
City		0.26	0.21	(0.11)	Water		1.05	1.03	(0.10)
School		0.28	(0.01)	(0.01)	Sewer		0.39	0.54	(0.27)
Total Change		0.54	0.20	(0.12)	Total Change		1.44	1.57	(0.37)
Est Tax Rate		27.61	27.81	27.69	Est Utility Rate		15.27	16.84	16.47
% Change City		2.55%	2.01%	-1.06%	% Change Water		20.23%	16.51%	-1.61%
% Change School		2.35%	-0.08%	-0.08%	% Change Sewer		4.51%	5.97%	-2.94%
% Change Total		1.99%	0.72%	-0.44%	% Change Total		10.41%	10.28%	-2.40%
Rate per \$1,000 of Assessed Value					Rate per 100 Cubic Feet of Water Consumption				

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY18 estimated assessed value at \$299,087 with 75 HCF of average water usage.

Impact to Average Single Family Home				
				Change
Description	Yr1	Yr2	Yr3	After 3 Years
CIP Only				
Property Tax	54	87	117	257
Water Fees	2	8	33	43
Sewer Fees	18	19	25	62
Total Avg SFH Impact	73	114	174	361
Including PY Authorizations				
Property Tax	162	60	(36)	185
Water Fees	79	77	(8)	149
Sewer Fees	29	41	(20)	50
Total Avg SFH Impact	270	178	(64)	383