CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 306**
Meeting Date: **Wednesday, October 24, 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. **ADOPTION OF FISCAL YEAR 2020-2025 CAPITAL IMPROVEMENTS PROGRAM (CITY COUNCIL VOTE TO OCCUR ON NOVEMBER 14, 2018)**
   SPONSORED BY MAYOR WESTON BY REQUEST

   B. **APPROPRIATION FOR FY2020 CAPITAL IMPROVEMENTS PROGRAM – NON-DEBT FINANCED PROJECTS**
   (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
   (CITY COUNCIL VOTE TO OCCUR ON NOVEMBER 14, 2018)
   SPONSORED BY MAYOR WESTON BY REQUEST

   C. **APPROPRIATION FOR FY2020 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING**
   (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
   (CITY COUNCIL VOTE TO OCCUR ON NOVEMBER 14, 2018)
   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. **October 3, 2018 – Joint Meeting of the City Council and Planning Board (Minutes approved by Planning Board on October 9, 2018)**
    B. **October 10, 2018 – Regular Meeting**

11. **MAYOR'S REPORT**

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BROADWAY RAILROAD CULVERT ENGINEERING SERVICES AMENDMENT III**
   SPONSORED BY MAYOR WESTON BY REQUEST

2. **B19018 WINTER SAND**
   SPONSORED BY MAYOR WESTON BY REQUEST

3. **B19014 SIX WHEEL DUMP TRUCKS WITH EQUIPMENT**
   SPONSORED BY MAYOR WESTON BY REQUEST

4. **B19010 ENGINEERING CONSULTANT FOR CHESTNUT STREET BRIDGE REPAIRS**
   SPONSORED BY MAYOR WESTON BY REQUEST

5. **CITY HALL SECOND FLOOR WIRING UPGRADES**
   SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

1. School Board
2. Planning Board
3. 400th Anniversary Committee
4. Appointments Committee
5. Arena Commission
6. Arts Commission
7. **Conservation Commission**
8. **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

B. RESOLUTIONS

1. **PARKING FEE SCHEDULE UPDATE**
   (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
   (TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 14, 2018)
   SPONSORED BY MAYOR WESTON BY REQUEST

2. **REPROGRAM TANGLEWOOD DRIVE CIP APPROPRIATION TO DRAINAGE SYSTEM IMPROVEMENT PROJECTS**
   (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
   (TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 14, 2018, WITH CITY COUNCIL VOTE OCCURRING ON NOVEMBER 28, 2018)
   SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

1. **CHAPTER 166 – SECTIONS 57, 59, and 60**
   (TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 14, 2018
   SPONSORED BY MAYOR WESTON BY REQUEST

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN

CITY OF DOVER	# CITY OF DOVER - RESOLUTION
	Agenda Item#: 7.A. **Public Hearing Only**
	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 - RESOLUTION

CITY OF DOVER

Agenda Item#: 7.A.
Public Hearing Only

Resolution Number: **R – 2018.10.10 – 135**
Resolution Re: Adoption of FY2020-FY2025 Capital Improvements Plan

DOCUMENT HISTORY:

First Reading Date:	10/10/2018	Public Hearing Date:	10/24/2018
Approved Date:		Effective Date:	

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

This resolution 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

PROJECT DESCRIPTION	2020	2021	2022	Fiscal Year 2023	2024	2025	Total	Finance Method
BOLD = New Project / UNDERLINED = Change in Schedule	* = Multi Category Project / ITALIC = $ Change							
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
Chapel Restoration/Facilities & Grounds Office	1,800,000	600,000					2,400,000	DF/RF
Transportation Center Repairs	80,000						80,000	RF
City Hall Boiler Replacement		120,000					120,000	RF
Cemetery Improvements			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
Public Safety Comm Infrastructure Enhancements		25,000					25,000	OB
Records Management/CAD Software Upgrade		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**
Station Capacity Improvements	120,000			475,000		660,000	1,255,000	RF/DF
Video Conferencing	31,000						31,000	OB
Ambulance Replacement		245,000		245,000		245,000	735,000	RF
Command/Staff Vehicle Replacement			49,000			49,000	98,000	RF
Pumper Replacement			635,000				635,000	RF
Front Line Vehicle Corosion Repair				90,000			90,000	RF
Protective Gear					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
Downtown Traffic Efficiency Improvements		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/Ela		**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
Replace Slate Roof				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	Fiscal Year 2023	2024	2025	Total	Finance Method
EDUCATION								
Transfer to Capital Reserve - Curriculum	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
Street Reconstruction Henry Law Ave				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 - RESOLUTION

CITY OF DOVER

Agenda Item#: 7.B.
Public Hearing Only

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 Form and Compliance: Anthony Blenkinsop
City Attorney

Recorded by: Susan Mistretta
Acting City Clerk

CITY OF DOVER	**CITY OF DOVER - RESOLUTION**
	Agenda Item#: 7.B. **Public Hearing Only**
	Resolution Number: **R – 2018.10.10 – 137**
	Resolution Re: **Appropriation For FY2020 Capital Improvements Program – Non-Debt Financed Projects**

DOCUMENT HISTORY:

First Reading Date:	10/10/2018	Public Hearing Date:	10/24/2018
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#: 7.B. **Public Hearing Only**
	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:

Description	Proposed Appropriation	Balance 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 - RESOLUTION

CITY OF DOVER

Agenda Item#: 7.C.
Public Hearing Only

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 Appropriations	Life/Yrs	Department	Fund
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 - RESOLUTION

CITY OF DOVER

Agenda Item#: 7.C.
Public Hearing Only

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 Form and Compliance: Anthony Blenkinsop, City Attorney

Recorded by: Susan Mistretta, Acting City Clerk

DOCUMENT HISTORY:

First Reading Date:	10/10/2018	Public Hearing Date:	10/24/2018
Approved Date:		Effective Date:	

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

This resolution 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.

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.

CIP Only			
Net Change in Property Tax Rates			
	2020	**2021**	**2022**
City	0.16	0.27	0.36
School	0.02	0.02	0.03
Total Change	0.18	0.29	0.39
Est Tax Rate	27.25	27.54	27.93
% Change City	1.57%	2.60%	3.44%
% Change School	0.17%	0.17%	0.25%
% Change Total	0.66%	1.06%	1.43%
Including Prior Year Authorizations			
Net Change in Property Tax Rates			
	2020	**2021**	**2022**
City	0.26	0.21	(0.11)
School	0.28	(0.01)	(0.01)
Total Change	0.54	0.20	(0.12)
Est Tax Rate	27.61	27.81	27.69
% Change City	2.55%	2.01%	-1.06%
% Change School	2.35%	-0.08%	-0.08%
% Change Total	1.99%	0.72%	-0.44%
Rate per $1,000 of Assessed Value			

CIP Only			
Net Change in Utility Rates			
	2020	**2021**	**2022**
Water	0.02	0.11	0.44
Sewer	0.24	0.25	0.33
Total Change	0.26	0.36	0.77
Est Utility Rate	14.09	14.45	15.22
% Change Water	0.39%	2.11%	8.30%
% Change Sewer	2.77%	2.81%	3.71%
% Change Total	1.88%	2.56%	5.43%
Including Prior Year Authorizations			
Net Change in Utility Rates			
	2020	**2021**	**2022**
Water	1.05	1.03	(0.10)
Sewer	0.39	0.54	(0.27)
Total Change	1.44	1.57	(0.37)
Est Utility Rate	15.27	16.84	16.47
% Change Water	20.23%	16.51%	-1.61%
% Change Sewer	4.51%	5.97%	-2.94%
% Change Total	10.41%	10.28%	-2.40%
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				
Description	**Yr1**	**Yr2**	**Yr3**	**Change 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

City of Dover

City Manager’s Report

October 24, 2018

Photo of the new Dover Public Library parking spaces.

Reporting on September 2018

J. Michael Joyal, Jr.
City Manager

Introduction

Michael Joyal
City Manager

Report Highlights

Section 1:
Customer-Focused Outcomes

Section 2:
Product & Process Outcomes

Section 3:
Leadership & Governance Outcomes

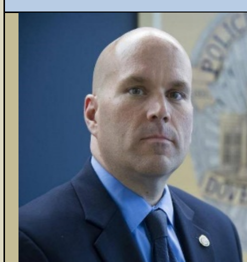
Section 4:
Financial & Benchmark Outcomes

Section 5:
Workforce-Focused Outcomes

Section 6:
Sustainability-Focused Outcomes

Section 7:
2018-2019 City Council Goals

City of Dover's Municipal Leadership Team

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

Customer-Focused Outcomes

1

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

Common Abbreviations:

ACO = Animal Control Officer

MSRO = Middle School Resource Officer

HSRO = High School Resource Officer

WFRO = Whittier Falls Resource Officer

POP – Problem Oriented Policing

SIB – Special Investigations Bureau

CREU = Community Response & Enforcement Unit

Strafford County Regional Tactical Operations Unit (SCRTOU)

DPL = Dover Public Library

F&G = Facilities & Grounds

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

In September 2018, Special Investigations Unit detectives investigated seven unattended deaths. One of those deaths was suspected to be a drug overdose, and another was a suicide.

The Special Investigations Unit is responsible for conducting background investigations for potential employees of the police department. During September 2018, three investigations of this type were completed.

During the month of September 2018, the Special Investigations Unit (SIU) continued its investigation of a double homicide that occurred on Tideview Drive during August 2018. A Dover man has been charged with two counts of murder in this case.

The SIU investigated a string of cases involving the vandalism of numerous vehicles. This case remains under investigation, but charges are expected soon.

Responsiveness & Measurables

September library circulation totaled 21,905 items. (11,043 adult + 7,623 children's print items; plus 3,239 items downloaded including 2,167 audiobooks & eBooks, 965 Hoopla streaming music, movies, and ebooks, and 107 eMagazines).

119 new library patrons registered; total active cardholders 14,523. 12 of these new patrons were non-resident Dover workers or students (now 607 in that category). (GOAL1)

Our museum passes were borrowed 61 times.

1,169 people attended, or registered for, 62 free programs at the library during September.

The library executed 40 U.S. passports in September.

The circulation desks filled 1,258 patron hold requests.

29 new patrons registered for downloadable audiobooks/ eBooks (total = 4,485) and 37 registered for Hoopla (total = 1,304).

Internet and PC uses by the public totaled 1,531 on library workstations, plus another 3,653 via Wi-Fi, plus 33 Chromebook loans.

The library website saw 7,170 users in 14,081 sessions. There were 38,468 page views.

359 people accessed the library's Dover High School Yearbook collection online.

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

13,408 people visited the library during September, an average of 497 per day (open 27 days).

The library's 3D printer fulfilled 18 customer requests for printed objects.

During the month of September 2018, High School Resource Officer (HSRO) Pike assisted the Dover High School with directing afternoon traffic on multiple occasions on Bellamy Road and Alumni Drive. This traffic direction allows for the safe passage of students/faculty crossing Alumni Drive to the Senior Parking Lot. This activity also allows for the prompt exit of school busses from DHS in conjunction of all other traffic coming and going from the school.

Officer Pike met with multiple students in his office and throughout the school on a day to day basis. Those meetings consist of general questions not necessarily related to law enforcement.

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

The parking system experienced a robust September with a 6.9% increase in transactions per day compared to September of 2017.

September 2018 marked the opening of the new Dover High School. Officer Pike has been working with the school's administration in order to determine appropriate security measures in and outside of the new building. Officer Pike has also been working with several sub-contractors (Johnson Controls) in order to make sure the new surveillance camera recording system is operating properly. The work with Johnson Controls will continue into next month.

Officer Pike goes to the Bellamy Academy to check in with DHS staff there on a regular basis.

On Friday, September 14, Officer Pike received a report of a stolen bike from the Bellamy Academy. In speaking with the staff, Officer Pike learned that the victim was upset about the bike being stolen, as he used it every day in order to get to and from school. Officer Pike also learned that the victim's family did not have the means to replace the bike, forcing the victim to walk to school. Officer Pike requested assistance from the Dover Police Charities and received funding to replace the bike. Officer Pike worked with Philbrick's and was able to replace the bike and furnish the victim with a lock.

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

Unknown Author

Throughout the month of September, Problem Oriented Police (POP) Officer Mitrushi continued the department's efforts to enhance the relationship between the police and the community by visiting the Dover public elementary schools. With school back in session, Officer Mitrushi could be found at the elementary schools in the morning when students are getting dropped off. Officer Mitrushi received countless high-fives and a few hugs from students as they made their way into the schools.

On September 10^{th}, Officer Mitrushi was invited to lead Woodman Park School students in the Pledge of Allegiance during the morning announcements. Officer Mitrushi's goal is to help the students and caregivers see that the police are part of the community and not just people that show up when something bad happens.

Along those lines, Officer Mitrushi has also made frequent visits to the Dover Public Library. Officer Mitrushi regularly checks in with staff and patrons as a way to interact with the public on a positive level. Officer Mitrushi has provided patrons and staff with advice and answered general questions about the police department and its function within the City of Dover. Officer Mitrushi's presence in the library has also provided people with a way to speak with an officer in a less formal setting. This has led to both staff and patrons asking questions that they may have been hesitant to ask.

Officer Mitrushi checks out a book at the library and appears to be contemplating a career change….

Officer Mitrushi continued to monitor calls for service involving the homeless population. Reports of people camping out in various locations throughout the city have continued. In the month of September, Dover Police Officers encountered 68 separate homeless individuals. Officer Mitrushi has worked with business owners and city officials to help mitigate complaints of trespass, vagrancy, and loitering on private property. In October, Officer Mitrushi will conduct a training brief and provide patrol officers with the homeless resource guide.

The library's new book club, "Get Lit" met for the first time at Sonny's Tavern. This offsite book discussion will take place monthly at Sonny's with the next book being "Ginny Moon" by Benjamin Ludwig. (GOAL: 3)

Patrons may now choose to get their library notices (books on hold, upcoming due dates, overdues) via text message. Other choices are by phone or email.

Work continued on the construction of eleven new 30-minute parking spaces in front of the library. These spaces will help alleviate the extreme overcrowding in the rear parking lot.

During the month of September, Fire & Rescue administration met with representatives from Strafford County to discuss emergency medical calls generated from the Riverside Rest Home. Facilities such as Riverside, generate medical transports two ways. One is when a resident, employee or visitor has a medical emergency triggering an emergent ambulance transport while the other is when a resident needs a scheduled transfer to a doctor's office or medical facility, which are normally handled by a contract vendor. It was learned that over the last few years, both transports and transfers had drifted due to personnel changes at Riverside, to the contract vendor for scheduled transfers. This meant that the first point of contact for medical emergencies was an ambulance service that had to travel from an adjacent town to Dover resulting in a longer response time, and not always at the paramedic level which Fire & Rescue ambulances are staffed and licensed at. This conversation has switched emergency medical responses back to Fire & Rescue guaranteeing treatment at the paramedic level and a faster response time, along with compliance with the Dover City Charter which states that emergency services are provided by City employees. (Goal 4)

"Get Lit" Book Club at Sonny's Tavern

Planning occurred in September within Fire & Rescue, along with the Chamber of Commerce and the Police Department in preparation for this year's Apple Harvest Day.

Arrangements were made in September as a result of the planning meetings, to borrow a UTV (Utility Task Vehicle) from the Durham Fire which will be used to transport any injured should an injury or medical issue occur, from within the closed area of Central Avenue. Borrowing a UTV is something that has been done for several years due to the difficulty in moving an ambulance through the expected crowd of over 50,000 people!

Last to mention in September, Fire & Rescue rapidly came up with an operational plan when it was learned the General Sullivan Bridge used for pedestrian and bike traffic had a collapse risk and was closed suddenly. As that decision by NH DOT was sudden and late on Friday afternoon when the risk became apparent, that sudden notification left some unresolved questions for Fire & Rescue should another Bridge Rescue there need to occur. Fire & Rescue contacted NH Homeland Security early Friday evening and NH HSEM connected the NH DOT Bridge Office with Fire & Rescue.

It was determined by NH DOT that the collapse risk area is the 20 feet of roadway on the Newington side of Pier 2 in Newington due to bulging deformity of a support member that crosses from one side of the bridge to the other. The assessment was the load of more than one person in that area could cause a collapse, dropping a section of the roadway between pier 2 and 1 on the Newington side, into the water at some point. This information allowed Fire & Rescue to determine it can operate anywhere other than the first three spans on the Newington Side.

During the month of September, CREU Sergeant Tarmey met with members of management team at Temescal Wellness to re-establish contact with the business. Temescal Wellness is a medicinal cannabis dispensary located in the city. Sergeant Tarmey followed up with a visit to the facility and spoke with the staff about their security and emergency protocols.

Sergeant Tarmey spent numerous days at Dover High School with HSRO Pike, to include being present at the school's open house.

Sergeant Tarmey also attended a meeting with member of several other city department representatives regarding a complaint that a local business was potentially violating one or more city ordinances. Officer Mitrushi was also present and facilitated some of the dialogue between the city and the business.

During the course of September 2018, Middle School Resource Officer (MSRO) Dunne assisted school staff with various disturbances around the school.

On September 6, 2018, it was reported that several 8th grade students were caught using a vape cigarette in the bathroom at school. While the school took the appropriate disciplinary steps, Officer Dunne attended meetings with the Dean of Students and both the student and their parent(s) to inform them of tobacco laws and school zone policy.

Also on September 6, 2018, Officer Dunne documented damage to two saw horses in the DMS parking lot that had been severely damaged during the overnight hours. Officer Dunne's report was able to be linked to a series of criminal mischief incidents throughout Dover, Somersworth, and South Berwick, ME.

On September 7, 2018, Officer Dunne met with a 5th grade student and his mother regarding a simple assault in gym class. Officer Dunne explained to both the seriousness of physically harming others both inside and outside of school. The student was disciplined within the school and no further police action was taken.

On September 20, 2018, Officer Dunne was informed by guidance that two 6th grade students had been involved in a fist fight at the Park Street Park after school hours several days prior, and had posted cell phone recordings of the fight on YouTube. Officer Dunne watched the videos and identified the students. She contacted both parents and spoke with the students about their behavior. Neither parent wished for further police action, opting to discipline their children at home.

At the request of 7th grade teacher Mr. DiBello, Officer Dunne spoke with his Encore group about the homeless population of Dover, including how many such people are in the city, what factors led them to homelessness, and ways to help them through donations. This Encore group initiates "Socktober", a month long effort for students to donate socks that will later be donated to local homeless shelters.

In mid-September, Officer Dunne started teaching her DARE classes. Officer Dunne is assigned six classrooms to teach. She has also been preparing material for the PACT program, which starts in November.

As part of Officer Dunne's daily duties, she continues to maintain a presence in the hallways, at lunch and recess, and outside during the morning and afternoon drop-off and pick-up. Officer Dunne also volunteers as a coach with Girls on the Run, a running club for girls in 6-8th grade designed to build self-esteem and self-awareness, while encourage physical fitness. The season lasts 10 weeks and culminates with a 5k road race in Concord, NH.

As an additional duty, Officer Dunne is tasked with contacting individuals in the community who recently overdosed in order to follow up on their wellbeing and refer them to additional services. She contacted 4 such individuals this month.

Police Response to Calls by Priority in August

Priority 1: Immediate
Crimes in progress; injury accidents; alarms
= 206 Responses

Priority 2: Rapid
Crimes/incidents not in progress but require quick response to preserve evidence, locate witnesses or provide for public safety.
= 107 Responses

Priority 3: Timely
Disturbances, noise violations, welfare checks, motor vehicle disturbances, minor collisions
= 595 Responses

Priority 4: As Officers are Available
Non-criminal, crimes reported well after committed; message delivery; tow request, littering, fingerprints; assistance, abandoned vehicles
= 772 Responses

Priority 5: Motor Vehicle Stops
= 986 Responses

Each month, Captain Gould reviews all of the Priority 1 calls received and determines which involved legitimate police emergencies. During the month of September 2018, The Dover Police Department responded to twenty-seven (27) true Priority 1 incidents and arrived on scene in less than six minutes to 74% of those calls

Dispatch Communications

September

Radio Transmissions
13,709

Phone Calls
8,031

911 Calls Received
416

Lobby Customers
375

Police Alarms Received
102

Police Alarms Cancelled Prior to Arrival
17

September was another month in a row of months with nearly 500 calls for services, a trend that Fire & Rescue is watching closely. Fire & Rescue responded to 495 calls for service which is an average of 16 per 24-hour period. 14 of the calls for service were for fires, 302 were for medical emergencies, 33 were for other hazardous situations requiring emergent intervention (natural gas leak or energized power line down, for example), 83 were either false or good intent in nature, with the remaining 64 being for non-emergent requests. Of the emergencies, there were 141 times where simultaneous emergencies were occurring with 28 of those times where 3 or more emergencies were occurring at the same time. The busiest day for Fire & Rescue in September was Saturday, September 22, 2018 when there were 29 calls for service while the slowest day of the month was September 24th when there were 7 calls for service. The month of September ended with incident number 4347 and if that trend continues, Fire & Rescue will respond between 5800 and 5850 calls for service in calendar year 2018.

The theme for September for Fire & Rescue was an unusual number of gas leak and smell-of-gas related emergencies both within Dover and outside of Dover. This started when Fire & Rescue was called to respond along with many other New Hampshire communities, to the region wide gas over-pressurization emergency that occurred in Lawrence, Andover, and North Andover, Massachusetts on September 13th. The Fire & Rescue, Aerial Platform and a crew of 4 personnel, along with a Chief Officer, responded initially after 6 PM to the staging area designated at the Showcase Cinemas in Lawrence, MA 50 miles from Dover.

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

These Fire & Rescue resources ended up working at a building fire in Lawrence with crews from Milford, New Boston, and Brookline, NH as well as with a few Lawrence fire personnel. Though hard to see fully in the photos below, which shows the Dover crew working on the Aerial Platform, the interior of that condo is gutted heavily and most likely a tear down due to the damage between the first floor and second floor inside the middle of the unit, with the fire caused by the over-pressure event.

Inspection Services was very busy in September with a total count for inspections conducted and permits issued at 679. Here is the Inspection Services activity breakdown for September:

Inspections - Life Safety	74	Inspections - Plumbing/Mechanical	177	Inspections - Woodstove/Fireplace	02
Inspections - Business	10	Inspections - Blasting	00	Permits Issued - Blasting	00
Inspections - Sprinkler/Alarm	37	Inspections - Health	64	Permits Issued - Building	61
Inspections - Building	103	Inspections - School / Daycare	01	Permits Issued - Certificate of Occupancy	18
Inspections - Electrical	131	Inspections - Oil Burner	01	TOTAL	679

How Fire & Rescue was called to assist started in the background with Fire & Rescue participating in several mutual aid plans, including the State of New Hampshire Fire Mobilization Plan. How this plan works is relatively simple: if an emergency requires more resources than a community, region or state can muster, then the State of NH Fire Mobilization Plan provides the legal framework and resources to respond within and from New Hampshire in a time of need as happened on September 13th. A request is made with a coordinating dispatch center for whatever number of resources are needed, and then each participating community responds after dispatch, bearing the cost of that response. Soon after this emergency, questions came up in various parts of New Hampshire as to why New Hampshire should assist Massachusetts due to the cost issues associated with the response and does that expose New Hampshire firefighters to injuries and workers compensation claims that the responding New Hampshire communities might potentially have to carry? Simply put, mitigating an expanding emergency quickly is best handled with the closest available resources and the fire service through these mutual aid agreements, remove the geographic boundaries from the decision-making process. The premise is emergencies that tax a region's available resources will happen in every region over a long span of time and looking back through history – that is true with no one region benefiting more than another from these agreements. Approximately 20 years ago on Park Street, Dover experienced a fire that required over 15 communities to respond as the fire set by two juveniles on a cold, windy winter night in an empty building, rapidly spread to multiple buildings and multiple cars. Without that very large and rapid response, assisting Fire & Rescue, the fire would have continued progressing. The region's most famous historical case where a region's resources have been taxed in our collective lifetime is the great Chelsea Fire of 1973 which burned 18 City Blocks on October 14, 1973 - destroying over 300 homes. To see photos of that fire, go to https://www.wcvb.com/article/historical-photos-great-chelsea-fire-of-1973/8118247 and an interesting coincidence is Chelsea's population back in 1973 is the same as Dover's today.

During the month of September, several questions have come into Fire & Rescue as to could a gas over-pressurization emergency happen in Dover? Though the technical answer is yes, the probability is much lower as Dover has a different natural gas supplier than the Lawrence area. Dover's gas supplier is Unitil, which has proven track record of an emphasis on a high degree of safety. This is proven by their history with Fire & Rescue and demonstrated ironically, within the last year, when Unitil held a tabletop drill simulating a gas over-pressurization event in Dover, which Fire & Rescue command staff participated in.

Within the two weeks following the greater Lawrence area gas over-pressurization, Fire & Rescue received and responded to several times the normal number of smell-of-gas calls from concerned homeowners and businesses. This is believed to be due to the heightened awareness of gas emergencies of Dover's citizens following the Lawrence event coupled with the commissioning of a new gas supply pipe on the Dover/Somersworth town line by Unitil. When a new pipe is commissioned, the normal amount of odorant added to natural gas to help with leak detection must be increased heavily as a new pipe will absorb the odorant until the pipe reaches a state of equilibrium. Until the state of equilibrium is reached by the new piping, the percentage of odorant is much higher than normal, resulting in the odorant being noticed during the normal use of gas instead of just during a leak situation, triggering the smell-of-gas responses. When Fire & Rescue arrives at a smell-of-gas call or active leak, gas detection meters are used to find the leak and to quantify the degree of risk, determining if the explosive range has been reached or not. Unitil is called for simultaneously as well and the two entities work together until the call for service is resolved.

There were no liquor letters generated by the Dover Police Department during the month of September.

Dover Housing Authority's Police Liaison Program

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

The Strafford County Regional Tactical Operations Unit

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

There are several noteworthy builds and projects Inspections worked at in September. The big milestone that Inspections assisted with was the push toward occupancy of the new Animal Science Building located adjacent to the new high school. That was achieved two weeks into the school season. Inspection services, then worked as a team throughout the month with HMFH Architects, PC Construction (the general contractor), and the various subcontractors to finish spaces in both the new high school building and the Animal Science building allowing them to be incrementally brought online to be used by the students. This is an ongoing process and expected to last through the month of October and into November. This phased completion plan was the way to open the new school year in the new school buildings and required heavy coordination between all parties and school district staff!

Other builds that Inspection is spending time at include the new small development off Sixth Street on what is called Carmen's Drive. Carmen's Drive was just recently paved and the first foundation has been poured in this small development of smaller, workforce or starter homes. Sustaining the supply of affordable housing is a 2018 – 2019 term objective of the City Council. (Goal 1)

The Third Street project has really progressed in September as shown in this next picture, with one building of the two-building project nearly 70% framed and the second building started with its steelwork being placed.

The new home of the Cocheco Valley Humane Society Animal Shelter, located on County property on County Farm Road, has also started to take shape as shown in the following photo.

The builds illustrated are in addition to numerous other projects that are in various stages of progression, all generating meetings and hours of plan review and other related activity that Inspections does each day.

On September 4, 2018, SIU detectives concluded long investigation into multiple church burglaries with the arrest of a Somersworth man. He has been charged with two felony counts of burglary.

On September 30, 2018, SIU detectives investigated a fatal car crash. This case remains under investigation.

The Parking Bureau has fielded several concerns from residents of the Park Street, Dover Street and Ham Street area reference employees from the new Bradley Commons using the neighborhood for overflow parking. Issues such as parking too close to the edge of a driveway, too close to intersections and parking against traffic are being addressed. There has a request for parking restrictions in the area that will be reviewed with engineering and the Traffic Advisory Committee, if needed.

The Mounted Unit visited all three elementary schools throughout the month of September. The unit first visited The Horne Street School on September 10th. The Garrison school visit was September 12th. The Woodman Park School visit was on September 20th. The horses spent several hours at each school visiting all the recess periods. Each school has between 450-500 students that were very surprised and thrilled to have a chance to see the horses at their own playgrounds.

The Mounted Unit visits Garrison Elementary School

In September, Dover Mounted Patrol was responsible for:

- → 41 Public Assists
- → 15 Parking Assists
- → 23 Community Action/Homeless Assists

During the month of September Officers Caproni and Murch made hundreds of positive community contacts throughout their patrol area which covers the entire downtown business district from New York Street to Silver Street and all the way from the Community Trail to Cocheco Street. These police contacts give the officers and the public sense of being part of the community together. Officer Caproni and Murch can get a real sense of the community's needs and concerns and helps to develop trust in the police. This is especially important with the children. The officers are told daily by people they meet how much they appreciate seeing the horses around and that is not only from children or horse lovers.

The Children's Museum of NH celebrated their 35th Anniversary on Saturday September 22nd. It was a day of events inside and out including a duck race down the Cocheco River. Members of The Children's Museum were grateful for the Mounted Unit's presence due to the high volume of visitors on this day. Admission to the museum was free. Concerns arose due to the fact that the population inside the museum was not able to be as closely monitored as usual and there was no requirement for adults to have children with them to visit. The staff was pleased to have a presence outside.

The Mounted Unit was assigned to Operation Clear Track on September 25th. Both Officer Caproni and Murch were assigned to monitor the railroad tracks between the Dover Transportation Center Parking lot and Central Avenue. The purpose of this detail was to provide Railroad Crossing safety tip pamphlets out to the public as well as address any railroad track violations.

The unit handed out approximately 30 pamphlets and 5 warnings for infractions. The unit now carries the safety pamphlets in their saddle bags to hand out when appropriate.

The Parking Bureau continues to prepare for the conversion to a storm based winter parking ban. Flyers have been created for officers to start placing on vehicles in November. A letter was designed for inclusion in the fall tax bills with an emphasis to landlords to educate their tenants, especially those moving in mid-season, of the notification sign ups. An additional flyer was created for merchants to introduce the change an emphasis on educating their evening and weekend staff as well.

The Animal Control Officer began an extended absence in July. As a result, all 89 animal related calls were handled by patrol officers during the month of September.

In September, Officer Mitrushi assisted other units within the police department. Officer Mitrushi worked closely with both the Dover High School and Dover Middle School Resource Officers. Officer Mitrushi checked residences and helped locate families of students that failed to show up for school. Officer Mitrushi also helped locate and check the welfare of a student that left school grounds without permission.

Throughout the month, Officer Mitrushi made 9 social media posts to the department Facebook page and Twitter account. The posts included official press releases as well as community engagement posts. Officer Mitrushi sees these social media posts as another way the police department can provide the public with useful information and remain transparent. Officer Mitrushi hopes to provide some answers to frequently asked questions through the increased use of social media.

During the month of September, Officer Plummer started teaching DARE to four fifth grade classes at Dover Middle School. This is Officer Plummer's 4th year teaching DARE at Dover Middle School. Officer Plummer has taught lesson one and two which start to cover facts and the negative health effects of alcohol and tobacco. Officer Plummer has found that these topics are valuable to the students. Officer Plummer has also found that the students have many questions and concerns about the subject matter.

During the month of September, Officer Plummer met with an adult male resident who has been struggling with an opioid addiction. The resident will meet with Officer Plummer occasionally to update him of his recovery journey. The resident was proud to meet with Officer Plummer and explain that he has been clean for a month and feels great about it. The resident is now employed and explained he has not had an issue getting to work since he has been clean. The resident explained that the conversations with Officer Plummer and the relationship they have built is very valuable to his recovery.

During the month of September, Officer Plummer spoke with a several neighborhood children and their parents about bike safety. Officer Plummer spoke about the importance of wearing bike helmets and following certain rules of the road. This was an issue with these children and has not been an issue since the conversation.

During the month of September, Officer Plummer has been in contact with a family in need. Officer Plummer is working on assisting the family in obtaining some items they cannot afford. Officer Plummer speaks with the family multiple times throughout the month to check on their status.

During the month of September, the Dover Police Department handled at total of 2,670 calls for service throughout the City. The vast majority of those calls were handled by uniformed police officers including a total of 859 traffic stops which resulted in the issuance of either a warning, summons or arrest. Officers also initiated 127 non-enforcement related community contacts with the community.

The Accident Reconstruction Team was not called out during the month of September.

Sgt. Speidel performed 12 child passenger seat inspections during the month of September. Each safety check takes approximately 30 to 60 minutes and involves a review of child restraint systems in the caregiver's vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the age group. Sgt. Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the police department provides this service free of charge.

Facilities & Grounds employees set up the polls for the Primary on September 10th and took them down on September 12th at locations in the various wards around the City.

This included seat checks performed on the evening of September 19 in partnership with Wentworth-Douglass Hospital. Sgt. Speidel partners on a monthly basis with trained staff of the WDH Women and Children's Center to provide a full evening of appointment opportunities. Expectant parents and other caregivers can book appointments for safety inspections of their child seat installation in their vehicles. This program is normally held on the third Wednesday evening of the month, and is held in the WDH parking garage.

Flags were lowered to half staff in observance of Patriot Day, September 11th.

Sergeant Speidel coordinated the traffic control particulars for the fifth annual Wentworth-Douglass Hospital 5K Run/Walk to benefit the Seacoast Cancer Center on September 23. This year's event was the largest ever, drawing over 3,000 participants. Sgt. Speidel worked closely with event organizers, including the Wentworth-Douglass Foundation and Conventures, on a revised course route that provided for a complete closure of Broadway, Oak Street, and Central Avenue. Dover and Rollinsford police assisted WDH staff and volunteers to provide traffic control, facilitate event parking, and mitigate the traffic impacts from this event with pre-planned detours and lane shifts at key intersections.

Sgt. Speidel coordinated all traffic control particulars for the fourth annual Cochecho Challenge Half Marathon on September 2. The event is organized by the First Parish Church to raise funds for its various charitable programs, such as the food pantry. The 13.1 mile course is contained entirely within Dover City limits, with a start/finish line near the church and an outlying river crossing via the footbridge between Covered Bridge Lane and County Farm Road. Traffic Bureau responsibilities included the advance deployment of barricades and signs to facilitate temporary parking restrictions, traffic diversions, and safe traffic flow, and the assignment of police officers to key intersections to manage the heavy flow of traffic.

Throughout the month of September, Traffic Bureau and Patrol personnel performed targeted speed and pedestrian safety enforcement in Dover's ten (10) designated school zones, both in the morning and afternoon.

Sgt. Speidel worked closely with Brox Industries and the Public Works Supervisor to coordinate traffic diversions and road closures of Stark Avenue and Central Avenue to accommodate paving preparation and resurfacing during the weeks of September 3 and 10. Most of this work was performed at night.

Sgt. Speidel coordinated the logistics of voter parking at four of the six ward polling facilities during the state mid-term primary election on September 11. This involved advance deployment and posting of cones, barricades, and signs to promote parking turnover for voters and allow for safe and orderly flow of traffic.

During the month of September, the meter crew conducted 16 stopped meter appointments, 31 backflow appointments and 50 final reading appointments.

On September 25, Dover Police was one of 527 agencies across the nation to participate in "Operation Clear Track". The program is a national initiative to promote train awareness, enforce trespass issues within active railroad corridors, and highlight grade crossing safety. Dover Police officers Murch and Caproni joined personnel from the Amtrak Police Department and Pan Am Railways to patrol Dover's two downtown grade crossings, and enforce trespass and crossing violations as appropriate for several hours on that date. The officers contacted 35 individuals and cited 5 for unlawful behavior.

On September 12, Dover officers participated in the Operation Safe Commute statewide coordinated enforcement initiative. The date was selected by the NH Office of Highway Safety. Extra traffic patrols were performed during morning commuting hours under the Dover Police Department "Sustained Traffic Enforcement Program" (STEP) grant which provides federal funding to reimburse the agency's personnel costs. Targeted violations included moving violations – including speeding - tending toward aggressive driving behavior or distracted driving. Targeted locations on that date included upper Sixth Street and Old Rochester Road. A total of 8 summonses were issued for various moving infractions that morning.

Sgt. Speidel coordinated all traffic control particulars for the Horne Street Elementary 5K run/walk event on September 16. This included the deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel, and coordinating with event organizers on other logistical matters. This event was part of the Dover Race Series and benefits the Horne Street PTG.

The Speed Alert radar awareness trailer was deployed in several different locations during the month of September, including Sixth Street, Middle Road, Durham Road, Piscataqua Road and Portland Avenue.

The Dover Police Department performed 16 man-hours of targeted DWI saturation patrols on Friday and Saturday nights during the month of September, in addition to regular duty patrols. These patrols, scheduled and coordinated through the Traffic Bureau, are funded with a federal grant through the Office of Highway Safety. The federal grant period concluded on September 30. Applications for additional funding in the next federal fiscal cycle are expected to be awarded in October. Dover Police made a total of 9 DWI arrests during the month of September.

During the month of September, the police department performed a series of coordinated enforcement patrols targeting Distracted Driving, with some of the personnel costs to be reimbursed with grant funding provided by the Office of NH Highway Safety. A total of 19 personnel-hours were spent during the month on these patrols. The result was 38 traffic stops; officers issued a total of 14 summonses and 20 warnings for Use of Mobile Electronic Device in addition to several other violations. Over the past three year period, more than 10% of Dover's State reportable crashes were caused by driver inattention or distraction. While texting, a driver is 23 times more likely to crash. Even dialing a phone number on a handheld device increases the risk of crashing by 3 times.

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

Seacoast Grower's Association Farmer's Market at Henry Law Park, September 9
Greek Festival at the Hellenic Center, August 31-September 1
SOS Recovery Rally at Henry Law Park, September 23
Augusta Way neighborhood block party, September 14
Tendercrop Farm sunflower festival, September 8-9
Dover High football and other DHS athletic events

During the month of September 2018, K9 Barco was utilized a total of five times,

On September 1st, K9 Barco and Officer Brown responded to 73 Pleasant View Circle for a report of suspicious activity but after discussing the situation with the officers at the scene, the decision was made not to deploy the dog.

On September 2nd, K9 Barco and Officer Brown responded to St. Joseph's church for a burglary. A track was quickly acquired and led several hundred yards south on Central Avenue where the track ended. A suspect was later identified, interviewed and confessed to the burglaries. He stated that he was picked up in a car that was parked in the area that the track stopped.

On September 9th, K9 Barco and Officer Brown responded to assist units with a robbery on Hancock Street. During interviews, it was determined that a knife was used during the course of the robbery and allegedly thrown in the area of the Hancock Street Park. K9 Barco was deployed for an article search but article was located.

On September 25th, as a member of the Strafford County Regional Tactical Operations Unit (SCRTOU), Officer Brown and K9 Barco attended one of the monthly trainings. The focus of this training was explosive breaching. K9 Barco was introduced to the techniques and worked through them with the team.

On September 25th, K9 Barco and Officer Brown responded for a report of a suicidal juvenile who had fled from Sunnybrooke Drive. It was determined that the male juvenile had fled to the area of Fisher Street. Officer Brown and K9 Barco quickly located a track and tracked to the area of Locust Street and Kirkland. At that time, perimeter units were roving and located the male on the top floor of the parking garage threatening suicide. The track was abandoned, Officer Brown and K9 Barco assisted patrol units.

During the month of September, administrative staff fielded 8 service calls requesting pothole repairs. Crews repaired 72 potholes on various areas throughout the city.

Several deceased animals were picked up along the roadways by the Streets Division, as observed or reported throughout the month. City crews continued to work in the sand pit located behind the Public Works Department, prepping materials for upcoming road projects. Employees mixed gravels and screened sand so that it would be ready. Street sweeping, brush cutting and brush chipping operations are ongoing as needed.

A City of Dover contractor has been working on paving projects, with the following areas having been completed: Oak Street (Portland Avenue to Broadway), Central Avenue (Trakey Street to Mill Street), Stark Avenue and Dover Point Road (up to Sheffield Drive).

The dirt roads were graded and material was added to Iona Avenue and the road leading to Camp Sun-n-Fun. In a few locations, a portions of the sidewalk had become a trip hazard. To prevent any accidents, the sidewalks were repaired on Central Avenue (in front of Smiley's), in front of 82 Broadway and on Mechanic Street.

The Community Services Highway division completed a project in front of the Dover Public Library. Crews installed eleven additional parking spots to help accommodate visitors to the library and the McConnell Center. A sidewalk and additional drainage was added as well. (Pictures below)

Catch basin cleaning has been completed. The contractor hired by the City of Dover cleaned approximately 1,491 catch basins. As part of this annual project, one-half of the basins within the city are cleaned one year and the other half the next, on a rotating basis.

The block structures that hold the frame of the catch basins and sewer manholes had crumbled and needed to be replaced. Crews repaired a catch basin on Washington Street shown below. Crews also repaired a sewer manhole on Susanna Drive and Cross Street.

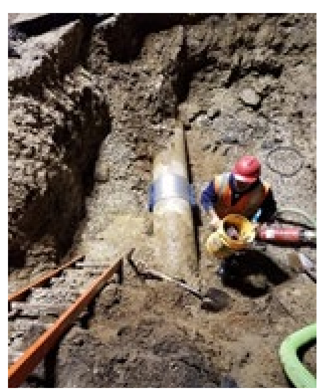
Library Sidewalk

Library Parking Spaces

During the month of September, the Utilities Division experienced three water breaks. The first break occurred on Pearson Drive. It was discovered that a service corporation had failed. Crews installed a new wrap around with a corporation on the 6" Asbestos Cement pipe. To conduct this repair, water was shut down for the entire day.

The second break occurred on Roberts Road. The water main was sitting on an old corrugated metal pipe. Roberts Road is in the process of a reconstruction. The weight of the construction equipment caused the water main to break at the corrugated pipe location. Crews removed the broken 6" AC pipe and replaced it with a new piece.

The third break occurred on Knox Marsh Road on the last day of the month, shown below. This was on a 16" AC line. Crews found the collar of the pipe had been resting on ledge. Over time, the collar had worn away causing the pipe to split at the collar. A wrap around was installed where the collar had previously been.



The Utilities Division experienced a challenging leak on Court Street. Staff received a report of water coming up out of a catch basin in the area of 84 Court Street. Upon testing the water, it was confirmed that it was city water. Crews cleared the drain line in order to empty the catch basin.

The next day, crews excavated the service at 84 Court Street to find if the leak was coming from the homeowner's water service. At that location, they found an 8" drain line flowing with city water. While excavating/following the drain line, they found an old iron service that belonged to 86 Court Street. The iron service had broken wide open causing the water to flow into the drain line and out of the catch basin. Crews excavated the water main and shut down the service corporation. Over 100 feet of drain line excavated before the leak had been found. The city was fortunate that the drain line backed up otherwise the leak could have run for months before it would've been found. In the process of looking for the leak, crews discovered the end of the wooden water main in front of 84 Court Street.

Pictured left is the Court Street trench.

Pictured right is the wooden water main.

The bi-annual root treatment was conducted by staff around the city. Approximately 4,300 feet of pipe was treated. This ranged from 8" to 12" pipes made out of Asbestos Cement or Vitrified Clay pipe. This round of root treatment was a repeat treatment and will not have to be conducted for another three years.

The Facilities, Grounds and Cemeteries handled 149 service calls and 261 work orders in August. In Pine Hill Cemetery, employees attended 2 interments of ashes. One marker was reset and 8 others were installed.

Thirty-nine work orders were generated regarding facilities and grounds issues. Eighteen additional work orders pertained to tree or vegetation issues. The lining of the soccer at Shaw's Lane continued through September, irrigation heads were marked for aeration there and at Long Hill Park. Repairs to park equipment were made at Adventure Park and minor repairs were made at other neighborhood parks.

The shut off and winterization of some seasonal water services began. Mowing of public turf areas was ongoing, as was mowing at the various athletic fields. Eighteen work orders involved sign maintenance, six regarding parking signage and fifteen involving road signs or street signs.

Wentworth Greenhouses donated mums to be placed in the whiskey barrels, which continued to be watered, the flowers in the Upper Square, in the fountain island and flag pole island where changed over to fall flowers, as well. The final application of the season of curb line weed control along City streets was applied by the contractor.

Volunteers from Irving came out to work at the Joe B Parks garden, along the Orchard St Riverwalk, on September 13th. Longtime volunteer Beth Fischer coordinated their efforts in that area and much work was completed. Facilities & Grounds employees did some preparation in the area by pressure washing benches, light fixtures and the area under the Chest St Memorial Bridge in the days before the Irving employees came to work. Those volunteers painted benches, light posts, weeded and cleaned environmental debris form the gardens and the area. They also removed graffiti from the mural under the bridge and put a seal coat over it to help preserve the mural. We truly appreciate their efforts, as well as those of Ms. Fischer, who works tirelessly to keep those gardens looking lovely. We thank Beth and Irving for their hard work!

A strong thunderstorm came through on the 9th, and the traffic signals at Silver and Arch Streets were struck by lightning. Some of the electrical equipment needed to be replaced. Twenty-two issues regarding traffic signals were investigated and resolved when possible. Many of the issues were complaints due to timing. With all the construction and paving going on, some loops have been damaged and will be replaced when these areas are through being disturbed by construction work. One yellow bulb was replaced. Thirteen streetlight complaints were noted and three décor lights were attended to.

Seventy work orders pertaining to buildings were addressed. Thirty work orders were for preventive maintenance on HVAC systems, including getting ready for the heating season. Siemens service technicians continued to service and address any trouble issues on HAVC systems. The last remaining window air conditioners were removed, hopefully for the last time, as the Library is anticipating a new air conditioning system before next year.

Ongoing in September, Facilities & Grounds employees moved the furniture from the offices of the first floor around to accommodate the asbestos removal being conducted by Envirovantage. Offices are being temporarily relocated, furniture is disassembled for the moves, offices are being painted and electrical outlets are removed or relocated to accommodate changes. All fixtures like curtains have to be taken down and rehung. New furniture was assembled as requested. The construction dumpster was emptied and put back in place three times in September.

Planning and Community Development staff completed negotiations with a potential tenant for the Dover Transportation Center. This tenant would like to work with the existing train volunteers to create a welcoming environment for train, bus and carpool users of the Center. A proposal for the use of the space is being reviewed and will be presented to the City Council in October.

Planning and Community Development and Community Services staff reviewed a draft survey of the intersection of Third and Chestnut Streets. The survey will be used to evaluate intersection improvements at that site. The 2015 Downtown Pedestrian and Vehicular Access study proposes a roundabout be constructed there. The State of New Hampshire is looking to coordinate improvements to the railroad crossing at the same time and both groups are looking to partner and create efficiencies for construction and financing of work.

Total Permits Issued: September 2018

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-056	340 CENTRAL, LLC	340	CENTRAL AVENUE	2ND FLR BATHRM RENOVATIONS	C	2	40	3000	55
18-092	RAICHE	680	CENTRAL AVENUE	REPAIR ROOF & ADD TWO CRICKETS T	C	29	200	9500	125
18-212	CHINBURG PROPERTIES	383	CENTRAL AVENUE	STE 150 RENO., COCHECHO MILL	C	2	37-A	362000	3645
18-346	POINTE PLACE DEV., LLC	50	POINTE PLACE	SUITE 19 - HOLY ROSARY	C	K	19-5	145000	1475
18-376	WENTWORTH DOUGLASS HOS	789	CENTRAL AVENUE	TO EXTEND PACU AREA	C	37	1-0-0	20000	225
18-386	POINTE PLACE DEVELOPMEN	50	POINTE PLACE	SUITES 9 & 11, HOME DÉCOR	C	K	19-5	80000	825
18-387	POINTE PLACE DEVELOPMEN	50	POINTE PLACE	SUITE #5, FIT-UP FOR RESTAURANT	C	k	19-5	375000	3775
18-390	DEMERS	20	THIRD STREET	INSTALL A DRY BAR	C	6	37-0	1000	35
18-391	7 SOUTH, LLC	10	CENTRAL AVENUE	CONST. A FREE STANDING EMERGENC	C	15	4-0	3699183	37015
18-394	HOPKINS ENTERPRISES	163	CENTRAL AVENUE	SUITE #4, FIT-UP FOR HAIR SALON	C	19	4800	5000	75
18-395	QUALLS	66	OLD ROCHESTER ROAD	REMODEL OF SALON & SPA	C	A	900	10000	125
18-400	OAKD OF DOVER, LLC	826	CENTRAL AVENUE	CONST. A RETAINING WALL FOR SITE I	C	37	3600	150000	1525
18-401	COCHECHO MILL HOLDINGS,	100	MAIN STREET	SUITE 229, INT. ALTERATIONS FOR OFFI	C	3	6300	115340	1175
18-429	375 CENTRAL AVENUE	353	CENTRAL AVENUE	RECONSTRUCT 2 LL RESTROOMS	C	2	3500	12500	150
18-436	LIVING INNOVATIONS	62	WHITTIER STREET	INTERIOR RENOVATIONS	C	33	300	30000	325
18-437	GTY MA/NH LEASING INC.	1	LONG HILL ROAD	PERFORM RENOVATIONS TO ENTRY	C	A	1-0-0	75000	775
18-454	ODOWD	11	FOURTH STREET	INT. ALTERATION TO KITCHEN	C	5	300	1000	35
18-478	RIPARIA 100 FIRST ST, LLC	100	FIRST STREET	OFFICE FIT-UP OF 1764 SQ FT	C	6	3-0-0	50000	525
18-479	HOPE COMMUNITY CHURCH	197	SIXTH STREET	ERECT A TEMP. CANOPY	C	E	73A0	2000	45
18-496	PENTAIR	47	CROSBY ROAD	ERECT A TEMP. EVENT CANOPY	C	G	32A0	1000	35
17-526	ESTES	28	FOSTERS DRIVE	CONST. A SFD W/3 CAR ATT. GARAGE	R	L	891-2	653000	6555
18-049	DECOLFMAKER	10	SPRUCE LANE	INT. RENO. TO CREATE A DINING RM	R	I	33B0	5000	75

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-211	ANNE TUCKER REV. TRUST	40	LITTLEWORTH ROAD	FIRE DAMAGE REPAIRS TO DUPLEX	R	G	3-0-0	390000	3925
18-236	STF DEVELOPMENT CORP.	72	DURHAM ROAD	CONST. A 2 FAMILY DWLLNG W/UNFNS	R	I	12	205500	2080
18-338	LEDDY	1	HELLMANN AVENUE	CONST. A SFD W/ ATT. 2 CAR GRGE	R	29	5200	210000	2125
18-355	HARTON	19A	PISCATAQUA ROAD	CONST. A SFD W/2 CAR GARAGE W/UNI	R	I	94B-1	250000	2525
18-359	SENN HABITAT FOR HUMANIT	39	PROSPECT STREET	CONST. A SFD	R	10	320	105600	1081
18-369	PETROVITSIS	45 47	HAM STREET	CONST. A REAR DECK W/STAIRS	R	27	54	4000	65
18-397	THIBODEAUX, DEBORAH	335	MIDDLE ROAD	REPLACE STAIRS & RECONSTRUCT DEC	R	M	89A0	3600	65
18-398	TOWLE	85	COLUMBUS AVENUE	CONST. A MODULAR SFD W/TWO CAR A	R	F	24A0	270000	2725
18-406	EPPERSON	21	FRENCH CROSS ROAD	CONST. A DETACHD 2 CAR GARAGE	R	C	39A0	25000	275
18-407	ERICKSON	43	SPUR ROAD	FNSH PORTION OF BSMNT FOR ADDI'L L	R	L	2-0-0	15000	175
18-410	MORIN	310	GARRISON ROAD	CONST. A DETACHED GRGE W/UNFNSH	R	J	10A2	94000	965
18-413	MIRABAL	4	WALLINGFORD STREET	CONST. A FRNT 4'X6' LANDNG W/STAIR	R	22	1500	1750	45
18-416	MOOREHEAD	12	LISA BETH CIRCLE	FINISH BASEMENT	R	H	44K2	41000	435
18-417	RICHMOND, ALLEN	73	COURT STREET	INT. ALTER. TO A MSTR BDRM & BTHR	R	19	13-0-0	50000	525
18-418	COTE	281	WASHINGTON STREET	CONST. & ALTER CARRIAGE HOUSE TO	R	10	2200	60000	625
18-419	CAMIER	22	SECOND STREET	INT. & EXT. REPAIRS, RENO. TO DUPLE	R	6	2500	300000	3025
18-430	DOVER POINT COOP INC.	55	POLLY ANN TRAILER PARK	INSTALL A NEW SINGLE WIDE MANUFA	R	47	55	75000	775
18-431	SNYDER	19	PEARL STREET	REPLACE FRONT PORCH	R	27	25900	10000	125
18-432	SMITH	401	DOVER POINT ROAD	RENOVATE BATHRM	R	7	2100	15000	175
18-433	SPENCER	33	MAPLE STREET	INSTLL REPLCMNT WINDOWS THRGHO	r	30	28-0-0	10000	125
18-434	LORDEN	46	CHERRYWOOD DRIVE	CONST. A FRONT STOOP	R	B	4-5	7921	105
18-435	FISHER	1	BOSTON HARBOR ROAD	INSTALL 5 REPLACEMENT WINDOWS &	R	7	2-0	14982	175
18-440	BELYEA	73	RUTLAND STREET	CONST. A REAR THREE SEASON PORCH	R	14	17A0	28600	311
18-441	NOVELLO	52	CHILDS DRIVE	INSTALL AN INGROUND SWIMMING PO	R	N	8AC	29900	324
18-442	CLIFFORD	87	HORNE STREET	ADD A SHOWER TO UPSTAIRS 1/2 BATH	R	37	39G0	4000	65

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
18-443	STILES	5	PEARSON DRIVE	INSTALL AN A/G POOL W/SURROUND D	R	L	46G0	28000	305
18-446	FIXED HOMES LLC	116	RUTLAND STREET	INT. ALTERATIONS TO A DWELLING	R	15	1700	73400	755
18-447	CHINBURG BUILDERS INC.	14	LEATHERS LANE	CONST. A SFD W/2 CAR GRGE UNDER &	R	1	4/2	235000	2375
18-448	CULLEN	41	BOSTON HARBOR ROAD	RPLC FRNT STEPS W/FROST PROTECTIO	R	7	1500	738	35
18-449	ALEX	18	FOSTERS DRIVE	CONST. A REAR DECK & FINISH PORTIO	R	L	8911	15000	175
18-45	MEYERS	44	SADDLE TRAIL DRIVE	INSTALL AN INGROUND POOL	R	N	813	35000	375
18-453	LANZER	93	STARK AVENUE	REPLACMENT OF 2 WINDOWS	R	17	4100	6000	85
18-455	UTLEY	7	FEDERAL STREET	CONST. A TWO CAR DETCHED GRGE	R	20	9400	180000	205
18-458	ENGLEMAN	4	IONA AVENUE	CONST. A FRONT DORMER	R	33	9400	17000	195
18-459	GRONDIN	4	PROSPECT COURT	REPLACE & RECNSTRCT DECK & PORC	R	32	7300	6540	90
18-461	WAY WNOUT LLC	7	IONA AVENUE	CONST. SFD W/ATT. 1 CAR GRGE	R	33	101	260000	2625
18-467	SOWELL	102	SPRUCE LANE	INSTALL AN A/G SWIMMING POOL	R	I	83-1	10500	130
18-470	LOCKER, FRANK	306C	DOVER POINT ROAD	RPLC EXiSTNG TIDAL DOCKING STRUC	R	L	111-B	40000	425
18-484	DUFFY	59 61	FOURTH STREET	DEMO. A DETACHED GARAGE	R	31	5700	1000	35

Total Permits Issued: 61

Total Construction Value: $8,933,554.00

Total Fees Collected: $89,246.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	9	Change of Use	0
Commercial Renovations	11	Commercial	5
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	2	Two Family Dwelling	1
Multi-Family Dwelling Units	0	Industrial	0
Industrial	0	Renovations	4
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	1	Multi-Family Dwelling Units	3
Single Family Dwelling	8	Single Family Dwellings	5
Renovations Dwelling Unit	33	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	0		
		Total	18

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	LOT	EXPIRATION DATE	SCHOOL	Students**
Mixed Use														
Pointe Place	Pointe Place		119				9/25/2018		P18-37	K	19-4			
STF	**58 New Rochester Road**	**A**	**12**	**0**	**12**	**6/26/2018**	**4/10/2018**	**Site**	**P18-11**	**40**	**43**	**6/26/2023**	**H**	**0.4**
Hellenic Realty	**333 Central Avenue**	**A**	**18**	**0**	**18**		**3/27/2018**	**Site**	**P18-04**	**2**	**19**		**H**	**0.5**
Salty Sea	52 Old Rochester Rd	A	15	0	15	1/9/2018	12/12/2017	Site	P17-74	40	25	1/9/2023	H	0.5
Cathartes	Washington Street	A	130	0	130	1/9/2018	12/12/2017	Site	P17-66	2	4	1/9/2023	H	3.9
Chinburg	Washington Street	A	54	54	0	9/26/2017	9/12/2017	Site	P17-46	23	14	9/26/2022	H	1.6
Changing Places/Robbins	Mechanic Street	C	15	15	0	11/14/2017	4/25/2017	Site	P17-11	24	98	11/17/2022	H	0.5
Carnegie Hill	Third Street	A	20	20	0	9/12/2017	4/25/2017	Site	P17-02	6	54A	9/12/2022	H	0.6
Third/Grove	Grove Street	A	38	0	38		5/8/2018	Site	P16-31C	31	14		H	1.1
Old Courthouse	First Street	A	10	0	10	5/23/2017	6/14/2016	Site	P16-15	6	20	5/23/2022	H	0.3
Bradley Commons	Central Ave	A	49	39	10	2/10/2015	9/23/2014	Site	P14-34	27	2/3	2/10/2020	H	**1.5**
Total: Mixed Use			***480***	***39***	***233***									***4.0***
Multi-Family:														
Clay Hill	Henry Law Avenue	C	10	0	10	12/4/2015	7/28/2015	Site	P15-17	22	3	12/4/2021	W	1.1
Lilac Gardens	Lilac Ln	A	120	72	48	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
Total: Multi-family			***130***	***72***	***58***									***14.3***
Subdivisions:														
TDKA	**99 Sixth Street**	**H**	**4**	**1**	**3**	**6/26/2018**	**6/12/2018**		**P18-07**	**35**	**57**	**6/26/2023**	**H**	1.4
Singh	Couty Farm Cross Road	H	4	0	4	3/14/2018	10/24/2017	3/15/2018	P17-58	B	6G	3/14/2023	H	1.4
Coughlin	Piscataqua Road	H	3	2	1	12/12/2017	7/25/2017	12/14/2017	P17-42	I	94-A/B	12/12/2022	G	1.1
Quantum	Littleworth Road	H	6	0	6	8/2/2017	6/13/2017	8/3/2017	P17-34	H	29A	8/2/2022	W	2.1
Whitney Scott	Topaz Drive	H	9	0	9	1/9/2018	6/13/2017	3/6/2018	P17-18	G	9	1/9/2023	W	3.2
Sophie Lane	County Farm Road	H	3	0	3	6/27/2017	5/9/2017	6/28/2017	P17-32	E	32	6/27/2022	H	1.1
Ayer	Eagan Drive	H	17	0	17	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	6.0
Copley	Pear Drive	H	7	6	1	8/16/2016	6/14/2016	9/1/2016	P16-13	C	2	8/16/2021	H	2.5
Indian Ridge	Emerald Ln	H	49	36	13	8/25/2015	6/23/2015	12/4/2015	P14-58	F	15	8/25/2020	W	17.2
Bellamy Ridge	Red Barn Dr	H	7	4	3	10/13/2015	8/25/2015	10/15/2015	P15-05	I	6-C	10/13/2020	G	2.5
Foster's Way	Fosters Dr	H	5	4	1	9/17/2014	12/17/2013	9/17/2014	P13-49	L	89-1	9/17/2019	G	1.8
Child's Subdivision	Childs Dr	H	19	18	1	4/9/2013	3/28/2013	3/29/2013	P12-20	N	8A-1	3/28/2018	H	6.7
Arch St	Fresian Drive	H	11	0	11	7/30/2013	10/23/2012	8/1/2013	P12-28	11	16	7/30/2018	W	3.9
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.5
Harbor Hills	Shore Ln	H	16	12	4	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.6
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	5	4	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	3.2
Picnic Rock	Back River Rd	H	21	19	2	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
StoneCroft	Carriage Hill Ln	H	11	10	1	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	3.9
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	28	4	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.2
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.4
Cornerstone Crossing III	Conerstone Dr	H	18	17	1	7/28/2005	4/12/2005	8/1/2005	P05-13	B	18	7/28/2011	H	6.3
Total: Single Family			***265***	***173***	***92***									***92.8***
Elderly:														
Arbor Woods	Cielo Dr	H	61	60	1	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			***61***	***60***	***1***									
TOTAL APPROVED UNITS			**936**	**344**	**384**									**111**

In addition to the construction activity on the attached spreadsheet Inspection Services continues to put considerable amount of time and energy performing numerous inspections/meetings to move the DHS project forward and assist the District in achieving occupancy for the CTC areas. Work continues at the Animal Science building to fit up the ambulance simulator and barn. The Building Official continues to work on E-911 descrepancies. Continued revisions will be ongoing for the next several months.

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS
A:Apt, H:House, C:Condo

H:\CM Report\2018\2018.10.24\Copy of Subdivisions sept 18

Renovations and inspections continue at numerous units of the Dover Housing Authority off Whittier Street. Approx. 25% of units are complete. Project completeion is slated for December 2019
Communication and education regarding rodent control continues amongst city departments, developers and residents.
Phase I of the Washington St. Mill apartments is nearly complete with phased occupancy expected on Oct. 15.
Several commercial projects continue throughout the City with the most visible ones being along the Central Ave corridor as well as104 Washington St.

* Built or permit issued and unit under construction

** Students are estimated based upon Impact Fee multipliers. THERE IS NO GUARANTEE TO THESE NUMBERS

A:Apt, H:House, C:Condo

Product and Process Outcomes

2

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

The Community Service program tracked eight active participants during the month of September. A total of 8 community service hours were completed during the month. None of the participants finished his/her assigned hours.

The Dover Diversion Committee did not meet in September as there are currently no active cases.

62 September programs at the Dover Public Library were attended by 1,169 people!

These included:
15 story times 287; 2 Craft sessions 227; 3 Family Place programs 43; Knitting group 6; Friends program 49; White Mountains program 30; 3D prints 18; 1 Exam proctored; 4 movies 29; 4 Lego Saturdays 49; Game Night 5; 5 Technology classes 28; 3 Book groups 35; 2 Book Jar Guesses 22; 7 Little Free Library visits, adding 256 books; 5 Book-A-Librarian appointments, 2 Langdon Place visits 13; STEM Saturday 29; Paws to Read 7;Great American Read 2; Psychic program 17; Spelling bee 7; and Passports 40.

It Is All About Service

September saw the new E-One built Quint get placed into service at the South End Station. As has been mentioned in previous reports, this vehicle counts as a full ladder truck and as a full engine and can be operated either way. About the time the training on the vehicle was completed, Fire & Rescue's ten-year old Aerial Platform developed motor issues and was out of service for the latter half of September while it had two extended visits for repairs to the Caterpillar motor dealer located in Scarborough, Maine. The repairs involved replacement of its injector cups which had deteriorated and were allowing diesel fuel to mix with the coolant in the coolant system and after that, a clogged fuel injector required replacement.

In September, a resolution was finalized concerning the splay rail corrosion found in the 7-year old Smeal/Spartan, built Engine 8 which arrived in Dover in 2011. The splay rails if they were to fail, would cause the cab of the vehicle to collapse when it was being raised, which is done routinely to allow access for motor maintenance. The resolution after much discussion and documentation by the Fire & Rescue mechanic with the dealer New England Fire Apparatus, is for this corrosion to be fixed at no cost by the dealer. Before coming to that resolution, this out of warranty fix was concerning cost wise as the newer Smeal/Spartan, built Engine 9 that arrived in 2015, was recalled for the same issue with the replacement of its splay rails requiring the removal of the corroded splay rail frame sections, Installation of new frame pieces and certified welding, and a full week of labor to complete the fix.

This is on top of the disagreement earlier the spring that Fire & Rescue had with New England Fire Apparatus over repairing some paint corrosion on Engine 9, with that resolved eventually after escalating to the threat of legal action by Fire & Rescue. It is the history of issues like this that lead Fire & Rescue to have concerns with Smeal/Spartan and dealer New England Fire Apparatus and move to purchasing the new Quint from E-One. Interestingly, Fire & Rescue and New England Fire Apparatus must maintain a professional relationship for years to come as the parts supply for the Smeal/Spartan line are only allowed contractually to come from the regional dealer. With the 4 Smeal/Spartan, built vehicles in the fleet with the newest being the 3 year-old Engine 9, there is another 17 years projected for that relationship.

The Community Services Utilities Division began their annual procedure of flushing the fire hydrants throughout the city. This phase of hydrant flushing will occur on dead-end streets took one week.

Crews will work at night from 9 p.m. to 5 a.m.

Hydrant flushing is essential to maintain water quality and allow adequate fire flows throughout the distribution system. No disruption of water service is expected. Residents may notice some discoloration of the water. This is temporary and does not pose any threat to public health.

The City Clerk tested the City's AccuVote electronic ballot machines on Tuesday, Sept. 4, 2018, in the Council Conference Room at City Hall. Ballot machine testing precedes the Tuesday, Sept. 11 state primary election, and is open to all.

Planning and Community Development staff continued to work with the preferred consultant with developing architectural and streetscape design guidelines for future downtown development. The guidelines will be partially paid for with a technical assistance grant from PlanNH. In September, the focus was on the survey, including spending a ten day period at a mobile office, located at 93 Washington Street. Finally, work included visiting two civics classes at Dover High.

A meeting of the Planning Board subcommittee on rezoning was held on September 11th. This committee is set up to review existing and proposed amendments to the zoning code which will enhance commercial opportunities in Dover. The group reviewed land along Dover Point Road, Middle Road and Sixth Street. The group is completing its review of the City and intends to wrap the project up in January. (Goal 1)

Community Services and Fire & Rescue attended the Federal Energy Regulatory Commission or FERC inspection of the Cocheco Central Falls Retaining Wall and Dam structures along with a State of NH Dam Inspector. Here in the first photo taken within the generating room of the dam, FERC Inspector Noel Aglubat looks at various pieces of piping that normally route water to the power generating turbines. During the time of this Inspection, the Dam operator had all the piping disassembled and was in the middle of replacing the main frame that supports the power generating turbines as the after many decades of use, had shown significant deterioration. Photo two shows the construction of the new main frame started. The frame holds the turbines that are connected to large piping pieces, with the water flowing out of the turbines and into the river below this structure.

The results of the FERC inspection are expected in a month or two.

The United Way of the Greater Seacoast has awarded Granite Youth Alliance another year of funding. The grant includes supporting 7 youth empowerment teams, an annual conference, film festival and technical assistance from Dover Youth to Youth. Y2Y is in the process of getting MOUs signed with each of the participating schools. On September 24th Vicki Hebert met with the superintended of Exeter School District to discuss GYA. The district has seen significant staff changes and were hesitant to participate again this year. The meeting went well and we are waiting on a final MOU to be signed.

On September 6th Vicki met with the Rochester Coalition to discuss sustainability and grant closeout. The Dover Coalition continues to work closely with the DFC funded coalitions in Rochester and Somersworth. The coalitions regularly meet to coordinate activities. They are currently looking at ways to partner and support regional efforts, including youth empowerment and business outreach.

Planning and Community Development and Legal staff worked with the preferred developer selected by the Cochecho Waterfront Development Advisory Committee to negotiate a Term Sheet and Land Disposition Agreement. The goal is to wrap the negotiations up in fall of 2018, and have CWDAC, the Housing Authority and City Council review in the fall/winter. Details for the terms will then be converted into a Land Disposition Agreement if approved by all parties. Planning and Legal staff organized and held a meeting with the City's consulting attorney and economic consultant ahead of an all-day session October 2, with Cathartes.

Planning and Community Development staff have been working with Fire and Rescue staff to implement an amendment to the Site Review Regulations to require that urban projects require a pest management program be developed for the construction period. This amendment will apply to projects in the Central Business District, and 600' outside that zone. A public hearing and adoption of the amendment occurred by the Planning Board in September. (Goal 4)

Assistant City Planner Benton continued her role on the COAST Comprehensive Operations Analysis Steering Committee which is looking at COAST's general operations for improvement or changes and looking for public feedback in October.

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

The FY20 – 26 Capital Improvements Program development wrapped up in September. Planning and Community Development staff worked with Finance staff to prepare a presentation to the City Manager, who adjusted the program listings and developed the final plan for presentation. The Assistant Manager and Media Manager worked on the video for the October 3 roll out of the CIP and the Finance Director reviewed and calculated the financial impacts of the plan. (Goal 3)

Planning and Community Development staff worked with Strafford Regional Planning Commission staff to review Dover's needs within the State's Transportation Improvements Plan. These projects are also reflected in the City's Capital Improvement's Program. Projects include streetscape and pedestrian improvements on Chestnut Street, congestion mitigation on Durham Road and soundwalls on Keating and Birchwood. (Goal 3)

What is the Dover Teen Center?

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

What is Dover Youth to Youth? Y2Y

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

What is Community Response & Enforcement Unit (CREU)?

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

Leadership and Governance Outcomes

3

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

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

On September 6th Vicki met with the Rochester Coalition to discuss sustainability and grant closeout. The Dover Coalition continues to work closely with the DFC funded coalitions in Rochester and Somersworth. The coalitions regularly meet to coordinate activities. They are currently looking at ways to partner and support regional efforts, including youth empowerment and business outreach.

On September 25th, five members of Youth to Youth again had over 50 attendees from all over the US for a webinar it broadcast from the McConnell Center on Youth to Youth has responded to the problem of e-Cigarettes and vaping of nicotine products. The students explained several of their projects they have conducted and demonstrated their assembly-style presentation.

In September, Dover Youth to Youth conducted sign-up night for student members that want to continue participation during this school year and for new members signing up for the first time.

It is expected that the usual amount of members, 65 to 70, will be maintained.

Community Development Planner Carpenter completed the FY18 CDBG closeout report and posted it for public comment and review.

Sergeant Tarmey, CREU Sergeant, participated in an after school picnic at Horne Street School to celebrate the start of the school year.

The Indoor Pool opened back up after Labor Day weekend after being closed for two weeks for routine maintenance. Early Bird lap swim has been busy as usual with around 50-75 swimmers depending on the day. Swim lessons are filled to capacity.

Rec has resumed offering Interval Strength classes on Tuesdays & Thursdays with an additional Saturday class available. An additional PiYo class is added on Wednesday evenings. Sign-ups for all basketball programs begins on October 1st. Men's basketball league sign-ups are on-going Badminton resumed on Friday evenings. Gym rentals began on Sunday afternoons and will continue through November. Fall field scheduling; staff is preparing for the upcoming basketball season.

The Jenny Thompson outdoor pool is now closed and the winter cover has been installed.

Both ice rinks are now up and running. Programs have begun and weekends are extremely busy with games and Rock Nights.

The Great Bay Rowing Club started its fall rowing program on the Cocheco River with over 60 participants daily. The Paddlesports dock has been very busy daily with many kayakers on the river along with the rowing programs.

This month the Senior Center members enjoyed Lindt chocolate at all of their special events thanks to a generous donation. The center started a new occupational therapy partnership with UNH for an intergenerational program each week through the semester. They also hosted the first Veteran's Breakfast with updates from the VA and lots of fellowship. After a brief hiatus for the gym floor refinishing, members started taking part in all fitness classes plus a new 90-minute flexibility class.

The Assistant City Manager and MPA Fellow Labrecque participated on a panel about housing for the Strafford Regional Planning Commission.

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

Through our shared Dovernet Library System, DPL made 98 loans to Dover schools and borrowed 138 titles from the schools. The library's Systems & Technology Librarian assisted the schools with five administrative issues. (GOAL: EDUCATION shared services)

Through the statewide collaborative NHAIS system, DPL's Interlibrary Loan dept. sent 168 volumes to other libraries and borrowed 80 from other libraries for our patrons.

Library staff began using the City's new "Time Clock Plus" software for tracking hours and leave requests.

The Library Director was named NH Library Director of the Year by the NH Library Trustees Association.

The Library Director participated in AARP's Age-Friendly Community departmental survey by Dr. Maurice Olivier.

The library has 3,965 subscribers to its two monthly e-newsletters.

Library staff posted 168 items to its various social media platforms in September. Total social media platform followers = 10,339

The library has 2,814 Facebook followers, 1,346 Pinterest followers, 1,246 Instagram followers, and 968 Twitter followers.

The library blog was viewed 17 times in September.

The Systems and Technology librarian taught five free technology classes, including two Excel Basics classes for paralibrarians from around NH. A new PowerPoint class was also developed and taught on September 24. There were 28 attendees.

The Department of Planning and Community Development continued to update its blog, Facebook page and Twitter feed to communicate with the public. The Department of Planning and Community Development has 481 Facebook (City of Dover NH Planning) friends and 841 followers on Twitter @DoverNHPlanning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 1,731 fans).

During September, Fire & Rescue participated in several community events. For the Dover High School football games, an in-service ambulance was staged at the football field, providing medical coverage if needed for the players and spectators. Similar to the road races that Fire & Rescue attends where there can be hundreds of spectators and in some cases upward of a thousand or more people in one area, it is a routine policy to stage an ambulance or fire engine which is in service for emergency response throughout the City, at the event area in case an emergency of some sort occurs there. On September 16th, this coverage occurred for the Horne Street School 5k / Frans Fitness Walk. Fire & Rescue also assisted at the Wentworth Douglass Hospital Seacoast Cancer Center 5K run and walk on September 23rd.

This organization also assisted by sending an in-service crew to visit the Wentworth Douglass Hospital babysitting class held in September which is geared toward 11 to 14-year-olds, which has discussions on basic first aid and safety, injury management, and calling 911. Wentworth Douglass has hosted these classes for many years with the last one for 2018 scheduled for October 20st.

A fire extinguisher training class was also held at Pentair on Crosby Road, training the staff members in those facilities on proper fire extinguisher usage. These classes are available for any Dover organization to be delivered by Fire & Rescue staff members when needed outside of normal hours, with costs billed to the organization/facility.

In addition to those events, Fire & Rescue visited the Westwood Circle Block Party and provided a safety talk at the Bishop Gendron Apartments which is part of the St. Ann's complex on Dover Point Road. Fire & Rescue also hosted a Red Cross Blood Drive at the North End Fire Station and assisted with the Pledge of Allegiance on September 11th at the Woodman Park School. Also on September 11th, Police and Fire were invited to the Residence at Silver Square to discuss over coffee and breakfast, the emergency Services that Dover provides.

The Planning Department and consultant Resilience Planning LLC have launched a public feedback campaign in order to revise the architectural design standards. A Visual Preference Survey was launched in late August running into the middle of September. Over 865 people took the survey.

Fire and Rescue participated in the Catholic Mass on September 9th which also in honor of September 11th, specially focused on those in the Dover community such as Police, Fire, and other first responders – who protect the community. The photos below shows Father Aggie blessing several Fire & Rescue vehicles as part of that mass.

Lastly, Fire & Rescue along with Community Services, help set up a boom in the Cocheco River to assist with the Dover Duck Derby, a fundraiser and family fun event to benefit the Children's Museum of NH and SEED, the Seacoast Educational Endowment for Dover.

Assistant City Planner Benton, the MPA Fellow Labrecque, and the Economic Development Assistant continued the wayfinding project by sending out surveys to business owners, visitors, and residents. Assistant City Planner Benton is working with the consultant on a look, design, and overall thematic development of the wayfinding system for the City by using Silver Street as a pilot.

City Planner Bird assisted the Dover Open Lands Committee with the planning for a kayak tour of the Cochecho River to educate the public about water quality and the importance of land conservation along the river. The tour was held on September 16th and over 35 people of all ages attended to enjoy the new Paddlesports dock and paddling the river.

The Dover Teen Center calendar for September of 2018 consisted of educational and social programming for its youth participants. For the month, the teen center hosted a total of 564 participants on 18 days of programming, which yielded an average of just over 30 participants per day.

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

TC Sports Program: "Alley-Hoop Hot Shot Challenge" (9/5)
TC Mystery Snack Day – "TC Pasta-Fest" (9/7)
TC Tournament – "8-Ball Billiards" (9/11)
TC Annual Event – "Welcome Back BBQ" (9/12)
TC Friday Flix Presented – "Ready Player One" (9/14)
TC Snack Special – "Pancake Mania" (9/17)
TC Arts Program – "Craft Day @ TC – Tie Dye Party" (9/19)
TC Tournament – "X-Box 360 Racing – BLUR" (9/21)
TC Arts Program – "TC Arts Cabinet Fun" (9/24)
TC Music Program – "Karaoke Jam Party" (9/28)

A successful training night for our new fall 2018 Intern staff was held on Thursday, September 6th. The Dover Teen Center received five new registrations in September 2018. ***Below, Teen Center participants and interns work to restore a stool that was donated to the Teen Center.***

On September 8, 2018, Detective Andrew Courter participated in a Special Olympics fundraiser.

On September 11, 2018 several command officers, patrol officers and detectives attended a pancake breakfast with members of the Silver Square retirement community.

Pictured left, Officers Caproni, Mitrushi and Murch pose with one of the residents of Silver Square during the Heroes Breakfast.

Financial and Benchmark Outcomes

4

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

Water Rate: $5.18
Sewer Rate: $8.65

FY2018 Total Tax Rate: $25.87
→ City: $9.96
→ School: $10.91
→ State Education: $2.23
→ County: $2.77

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

Passport application processing fees provide a continuing source of revenue for the library. At $35 per application, the library received $1,400 in passport revenue during September.

Dover Rotary has voted to donate $25,000 to the Public Library for further development of the Family Place Library on the upper level of the Children's Room. A check presentation is being planned soon.

Dover Rotary has also indicated they would like to do more, perhaps on the lower level of the Children's Room. Staff have presented ideas for renovations but they are looking to engage a professional space planner for development of a workable plan.

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

Purchasing Office Bid Solicitations July 2018

Department	Bid Date	Bid Number	Description of Bid
Community Services	9/18/2018	B19020	High Performance Cold Patch and or Hot Patch
	09/18/2018	B19017	Snow Plow Cutting Edges
	09/18/2018	B19018	Winter Sand
Police	09/18/2018	Q19-008	Manual Snow Removal

In addition to progress on various CIP projects, Fire & Rescue closed out the COOP grant process in September following the receipt of the finished COOP plan from the contract vendor Jane Hubbard Consulting. By completing all reporting requirements of the NH Homeland Security and Emergency Management, Fire & Rescue requested payment of the $6000 that the COOP grant awarded a year ago, guarantees provided a project benchmarks are properly completed. Fire & Rescue expects the $6000 payment to arrive from the State of NH in late October or early November. The acronym COOP stands for Continuity of Operations Plan, which has been discussed in previous monthly reports.

CAPITAL IMPROVEMENT PROJECT:

Park Improvements – Amanda Howard

Responsible Department: Recreation Department
Gary Bannon, Director

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

Previous Month Update:	Current Month Update:
May 2018: This project has not begun yet. **June 2018:** The Recreation Director is preparing to hold a neighborhood meeting in the next couple of weeks with the residents in this area to start the project planning process. The Director is planning for notices to go out by early next week of the meeting which is planned to be on Thursday July 12th at 6:00 pm in the park. **July 2018:** The Amanda Howard Park project has officially kicked off with the first neighborhood meeting held on July 12th at the park. Over 20 people were in attendance and a lot of good ideas and visons for the park were shared with City staff. The options of what can be done are going to be determined this fall so a plan and budget can be developed and implemented in the coming year. **August 2018:** There was a neighborhood meeting that was held in early summer on site with many area residents attending to ask questions and share their thoughts of what the park could be. There needs to be a site assessment and discussion on the potential expansion of the park area to accommodate additional features. That assessment was underway this month with the evaluation of the trees in the park.	**September 2018:** Work is underway to follow up the neighborhood meeting that was held in early summer. The site was assessed and determination of what can be done with the current crop of trees is in the works. There is discussion on the potential expansion of the park area to accommodate additional features.

CAPITAL IMPROVEMENT PROJECT:

Ambulance Replacement

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

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

Previous Month Update:	Current Month Update:
February 2018: The goal is to present a purchase resolution to the City Council for the City Council meeting the last week of March or the second week of April. After the purchase is approved, the build time for this custom-built ambulance will be about 8 to 10 months. If this all happens as expected, this will be the second vehicle purchased using the HGAC (Houston Galveston Area Compact purchasing group) purchase process as the new Quint in production currently at the E-One company, was purchased through a HGAC competitive bid as well. It is expected that this ambulance will serve the City for eight years before being retired with a mileage projected in the vicinity of 100,000 miles, and with the equivalent of 300,000 miles of engine idle time. Fire & Rescue orders custom built vehicles with enough compartmentation space to carry all the equipment that is required in a dual-role Fire/EMS vehicle which ranges from firefighting airpacks and water rescue equipment to a ventilator for critical patients requiring an emergency transfers from Wentworth Douglass Hospital to other specialized facilities. The new Ambulance will look similar to the Ambulance purchased two years ago except built on a Dodge chassis. Both that ambulance and the new Dodge chassis ambulance, will be built on a 4 wheel drive chassis as the price difference turns out to be minimal at the cab/chassis only level, and assists during winter storm responses. **March 2018:** The purchase of the new ambulance to be built by PL Custom Emergency Vehicles located in Manasquan, NJ was approved by the City Council in March. The purchasing agent has created the purchase order with the regional dealer being Sugarloaf Ambulance and Rescue Vehicles located in Wilton, Maine. Arrival of the ambulance is projected for November currently which is dependent upon the projected arrival of the Dodge chassis at the factory. There is some uncertainty as to the exact arrival of the Dodge chassis which could shift the delivery schedule by a month or two as Dodge is currently starting the move of a truck chassis factory from Mexico to Michigan.	**September 2018:** The arrival of the custom-built ambulance is currently projected for early December. Since the Dodge/Ram D4500 Chassis was shipped to PL Custom from the Dodge/Ram Factory, the chassis pre-payment invoice of $42,908 arrived mid-September and was paid by the purchasing agent, with prepayment of the chassis saving $1000.

CAPITAL IMPROVEMENT PROJECT:

Ambulance Replacement

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

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

June 2018: No Update.

July 2018: Though the lettering plan for the vehicle was reported in the June report as finished, the final draft that came back the design committee from the dealer had reverted to a previous version. The lettering plan was redone in July. Arrival of the custom-built ambulance is currently projected for early November.

August 2018: Due to delays caused by Dodge Ram moving a chassis production plant from Mexico to the United States, the arrival of the custom-built ambulance is currently projected for early December which is one month later than initially planned.

CAPITAL IMPROVEMENT PROJECT:

Central Falls Dam Repairs

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

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

Previous Month Update:	Current Month Update:
March 2018: No update. **April 2018:** The City issued a Request for Qualifications for a consultant specializing in retaining walls and related geotechnical experience. The firm of Tighe & Bond was recommended based on their recent experience with other granite block retaining walls. A Scope of Work was subsequently developed for an initial investigation stage. In the interim, a chain link fence was installed around the top of the retaining wall, specifically where a large sink-hole or depression has started adjacent to the retaining wall. This was installed as a safety precaution until a detailed analysis can get underway. **May 2018:** Test pits, geotechnical probes and surveying work have all been completed. Test pits found the remnants of 2 abandoned hydropower penstocks. One was a large brick archway (approximately 12 feet wide x 4 feet tall), the other was smaller and made of wood. The consultant, Tighe & Bond, expects to present their preliminary assessment and recommendations sometime during the week of July 9. Tighe & Bond has been working with the Division of Historic Resources, Department of Environmental Services, and the Army Corps of Engineers to identify pertinent permitting. Barricades have been put up within the abutting mill parking lot, to prevent vehicles from parking near the top of the retaining wall. This impacts about 15 parking spaces. **June 2018:** Engineers have completed an initial assessment and provided a preliminary repair suggestion. A meeting was held the week of July 9 to meet with abutters and permitting agencies. A new structural retaining wall is suggested to be installed immediately behind the existing granite wall. The engineers believe the existing wall was only a building foundation and not designed as a structural retaining wall to withstand the lateral earth pressure from the abutting ground. There are numerous permitting concerns that have to first be addressed with the Department of Environmental Services, Army Corps of Engineers, Division of Historic Resources, and Fish & Game	**September 2018:** Final design work and all permitting has been completed. The project is expected to be released for bidding the week of October 15. Intent remains to begin construction late fall or into early winter. The City Attorney continues to research liability and cost participation obligations of the hydropower company that leases the City property.

before any final design work can commence.

Cost estimates will be refined based on requirements of the permitting parties.

Fire Chief Eric Hagman completed an initial letter of intent to pursue potential grant funding through the Department of Homeland Security's Hazard Mitigation Program.

July 2018: Final design work is ongoing in consultation with the NH Division of Historical Resources and the Army Corps of Engineers. A new structural retaining wall is suggested to be installed immediately behind the existing granite wall. The engineers believe the existing wall was only a building foundation and not designed as a structural retaining wall to withstand the lateral earth pressure from the abutting ground. The City has issued correspondence to the hydropower operator that per the Lease Agreement they have a liability for necessary repairs.

The engineers were waiting for an onsite review with the Division of Historical Resources to determine what type of rehabilitation/reconstruction would be required. Intent is to begin construction work later this fall. Work will be dependent on permitting approval.

August 2018: Final design work has been completed. Final permits/permissions are pending with the NH Department of Environmental Services, the Army Corps of Engineers, and the Division of Historical Resources. The City and its consultant have been exerting steady pressure on these entities to ensure reviews are expedited.

The current projected schedule has solicitation of construction cost proposals back to the City by mid-October, with a goal to bring a recommendation and contract award to the City Council at their October 24 meeting.

Intent remains to begin construction late fall or into early winter.

CAPITAL IMPROVEMENT PROJECT:

City Hall – Customer Service Center

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

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

Previous Month Update:	Current Month Update:
February 2018: Clean up and moisture remediation has been completed, waiting to start repairs to walls and furniture replacement. Items identified during walk-throughs with upper management are being addressed by facilities & Grounds employees. **March 2018:** Clean up and moisture remediation has been completed, waiting to start repairs to walls and furniture replacement. The City's insurance carrier, Primex, has intentionally delayed authorization to commence repairs in order to allow other insurers to conduct their own independent inspections. There could potentially be claims against the sprinkler line company, or the manufacturer of a specific valve. The investigation is still on-going. Authorization to proceed with repairs is expected any day now. Repair estimates have been provided by the original general contractor, Martini Northern. **April 2018:** Planning and Community Development staff worked to resolve outstanding issues within City Hall, mainly around the repair of damage caused by the flooding over New Years Eve. Primex has approved that work can begin in May on the space, after allowing time for other insurance companies to perform a review. Staff worked with Martini Northern to create a plan for the renovations. The work should take approximately 2 to 3 weeks to complete. **May 2018:** Planning and Community Development staff worked with Martini Northern to rehabilitate the damage caused by the flooding over New Years Eve. Work involved relocating the IT, Water/Sewer Billing and Parking offices to	**September 2018:** Planning and Community Development staff oversaw Martini Northern as it began to restore the City Council Chambers to its former scale. The work included removing walls, flooring and lighting. New paint, carpeting, HD cameras and life safety elements will be installed in October. At the same time, Envirovantage worked to remove the asbestos tiles and mastic glue from the first floor offices in City Hall. Legal, Economic Development, HR and the City Manager's suites were all completed. New carpeting has been installed and work will continue on Planning and Finance offices in October.

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

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

June 2018: Work was completed and the offices temporarily displaced were returned to the Center.

Staff obtained three quotes for final work in City Hall. The first was for removing asbestos from flooring, replace older carpeting and renovations to the City Council chambers. This work was all awarded by the City Council in June, and work will begin this summer. In June staff worked to develop timelines for completing work and coordination of staff moves to accomplish the work.

July 2018: Planning and Community Development staff worked with Martini Northern to establish a timeline and scope of work for the City Council Chambers renovation. This work will be coordinated with additional work being completed in City Hall on carpeting and removing asbestos tiles. The demolition firm, Envirovantage, will perform the demolition of the existing interior walls and ceilings within the Council Chambers.

The asbestos removal entails vacating all offices, one at a time, removing the existing carpeting and pads, which were installed in 2001, and removing the asbestos. Finally, new carpeting, matching the ground floor will be installed and furniture will be relocated back into the offices. During the work, which should be completed in early November, offices will be shuffled around, with proper signage to alert the public to new locations.

August 2018: Work began in mid August and progressed with the Assessing and Human Resources Offices relocating to their new locations.

CAPITAL IMPROVEMENT PROJECT:

City Hall – Structural & Safety / Atrium Replacement

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

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

Previous Month Update:	Current Month Update:
February 2018: Skovic Construction continues work on this project, which includes replacement of the vertical glass curtain wall, reconstruction of the glass ceilings on ground and second floor by replacing them with heated metal roofing. The several warm and sunny days this February has been a boon to this project over the last two weeks. **March 2018:** Skovic Construction continues work on this project, which includes replacement of the vertical glass curtain wall, reconstruction of the glass ceilings on ground and second floor by replacing them with heated metal roofing. The scaffolding will be down soon, the interior work on the upper floor will be completed and the ground floor portion will begin. The contractor is expecting to be done in April. **April 2018:** Skovic Construction continues work on this project, which includes replacement of the vertical glass curtain wall, reconstruction of the glass ceilings on ground and second floor by replacing them with heated metal roofing. The scaffolding is down, inside and out, the interior work on the upper floor is completed and the ground floor portion has begun. The contractor is expecting to be done soon. **May 2018:** Skovic Construction continues work on this project, the store front and door have been replaced and the glass roof is coming down the weekend of 6/9. This work was slightly delayed to do the door being the only handicapped access to the building and the repairs being made to the ground floor where areas had flooded.	**September 2018:** Skovic Construction is proceeding at a frustratingly slow pace, but appears to finally be nearing completion. The new copper sheeting roof has been installed and final sealing work is wrapping up. The roof is heated, so new gutters and downspouts will be installed, plus snow clips to make sure no snow accumulations can fall down.

CAPITAL IMPROVEMENT PROJECT:

City Hall – Structural & Safety / Atrium Replacement

June 2018: Skovic Construction continues work on this project, the store front and door have been replaced and the glass roof on the ground floor was removed and the hard shell has been installed. There was an issue with some of the metal ordered, which has caused a slight delay. Work is expected to wrap up before the end of July.

July 2018: Skovic Construction continues work on finishing up the installation of the roofing on the bottom floor of the elevator atrium area. Contractor was hoping to be done in July but the weather was not cooperating the last week of the month.

August 2018: Skovic Construction continues work on finishing up the installation of the roofing on the bottom floor of the elevator atrium area. This project has gone on, seemingly unending, in large part due to either too cold or too hot weather. The nature of the materials has had an impact. The interior work is almost complete and there is still some metal work to be finished up on the outside. With the 90 degree plus heat, it has been difficult working on the copper roof with metal tools.

CAPITAL IMPROVEMENT PROJECT:

Cochecho River Dredge Cell Closure

Responsible Department: **Planning Department**
Christopher Parker, Assistant City Manager

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

Previous Month Update:	Current Month Update:
February 2018: Project currently on hold. **March 2018:** Still working on filling it so it can be capped and closed. **April 2018:** Planning and Community Services staff reviewed the capacity of the cell, and the permitting needed to close the cell. The City's Environmental Projects consultant is working to finalize the closure plan. **May 2018:** No update. **June 2018:** No update. **July 2018:** The City has been monitoring the private efforts to remove the lower dam at Sawyer's Mills. The Sawyers Mills Associates has been working with the engineering firm of Tighe & Bond and NH DES to get a bid packet released for the removal of the lower dam. The firm of SumCo was the low bidder and pre-construction meeting was scheduled for August 9. There is the potential the parties will ask to use the Dredge Cell for disposal of impounded river sediment. The lower dam is the first phase of a multi-phase approach NH DES is pursuing to remove any dams on the Bellamy River. There is the potential for a second phase in calendar 2019 that might also request disposal at the Dredge Cell. Again, disposal for any retained sediments that might have accumulated behind the dams. Planning and Community Services staff review the capacity of the cell, and the permitting needed to close the cell. The City's Environmental Projects consultant is working to finalize the closure plan.	**September 2018:** No update.

CAPITAL IMPROVEMENT PROJECT:

Cochecho River Dredge Cell Closure

August 2018: No update.	

CAPITAL IMPROVEMENT PROJECT:

Cochecho Riverfront Bank Stabilization & Site Prep

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

Project Description:

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

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

Previous Month Update:	Current Month Update:
January 2018: Staff attended a pre-permitting meeting on January 11th with various state and federal permitting agencies and the city's consultants to discuss numerous environmental issues. These included shoreland stabilization design options based on the historical uses of the property and erosion issues of the riverbank during flooding events. Both structural and living shoreline designs were discussed. Several larger trees along the riverbank will be preserved during construction to provide wildlife habitat. The consultants are working to complete 75% design plans that can be used to file the required permit applications. Riverbank stabilization is in design and permit review stage. No implementation until completed. **February 2018:** No Update. **March 2018:** Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. Staff met on March 1st with staff from Community Services and Recreation to plan for the construction of the stone dust path to access the public Paddlesports dock. Staff and CWDAC Chair met on March 1st with the Foster's reporter to provide background on the waterfront development efforts over the years in preparation of a future article. Staff met on March 14th with other city staff to discuss cost estimates for public improvements on the waterfront. Staff organized and attended a meeting of the Developer Review sub-committee on March 15th to review the public improvements planned for the waterfront. The CWDAC	**September 2018:** Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. A CWDAC meeting was held on September 18th to review a project update and review park plans.

meeting was held on March 20th. Staff assisted the CWDAC Chair in the preparation of a PowerPoint presentation for the City Council workshop on March 21st to provide an update on the waterfront development process.

At the March 20, 2018 CWDAC meeting, City Planner Steve Bird provided an update on the bluff excavation project after receiving the most recent information from Severino Trucking Company. The removal of soil located over the bedrock from the bluff and the placement of the soil in Maglaras Park has been completed. The blasting process ended on March 15th as required by the wetlands permit received from the state. The blasting company estimates that the blasting is about 75% complete. They will start up the blasting again late this year to finish up. They have completed placement of rip rap on the blasted ledge surface to stabilize the area. Severino has set up the rock processing operation, which will continue for at least two months.

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

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

April 2018: Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. Staff continues to work with the vendor to install the public Paddlesports dock.

Staff met with Eversource to understand the process for providing electricity to the site, at the level development will need and incorporating that into the 75% complete plans, which the short listed developers will have access to as they complete responses to the request for proposals to develop the waterfront site. The RFP submission deadline is May 24, 2018. The full membership of CWDAC will conduct interviews of the three companies in June. It is anticipated that decisions on which developers to select will be made by the end of June.

May 2018: On May 4th staff participated in a conference call with the manufacturer of the shoreline stabilization product to learn more about it. On May 15th staff assisted

CAPITAL IMPROVEMENT PROJECT:

Cochecho Riverfront Bank Stabilization & Site Prep

in arranging for a backhoe for use in assessing the bulkhead. Staff prepared for and held the CWDAC meeting on May 15th. Two developers submitted responses to the request for proposals to develop the waterfront site on May 24th. The full membership of CWDAC will conduct interviews of the companies in June. It is anticipated that decisions on which developers to select will be made by the end of June. Staff prepared for and attended a meeting of the RFP sub-committee on May 31st. **June 2018:** Two developers that had submitted responses to the RFP were interviewed by CWDAC on June 6th. Staff prepared for and held the CWDAC meeting on June 19th. CWDAC voted to select Cathartes as the preferred developer. Staff met with Cathartes on June 28th to begin negotiations. **July 2018:** Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Commission in its pursuit of developing the City's River Street parcel. **August 2018:** A CWDAC meeting was held on August 21st to review a project update.	

CAPITAL IMPROVEMENT PROJECT:

Fire Quint Pumper Replacement

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

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

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

CAPITAL IMPROVEMENT PROJECT:

Fire Quint Pumper Replacement

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

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

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

CAPITAL IMPROVEMENT PROJECT:

Fire Quint Pumper Replacement

June 2018: The new Quint arrived in Dover at the end of June, after spending about a week and a half at the dealer Brunswick, Maine where the vehicle was lettered, and other minor punch list items were finished. The training plan on the new vehicle is fully scheduled for July and incorporates a number of things. First is the dealer supplied training where each shift gets a full day of training from one of their training specialists on how to operate the vehicle. The second is additional drive time training for those driver operators who will first be using the vehicle. The third component is later in the summer when the department's Engineers who are advanced driver operators and where there are three assigned to each shift who are responsible for assisting with training newer driver operators, will have an additional day of advanced training. The Division Chief of Safety and Training will also need to develop a vehicle checkoff packet of all the competencies that a driver operator for this vehicle must show competency with before being allowed to drive and operate the new Quint.

July 2018: Much progress occurred in July in readying the new Quint for service. The dealer supplied training occurred on all four shifts which was presented by Gordon King who is shown in the first three photos with various shift members. Gordon was the instructor from the Greenwood's Emergency Vehicle Training Division and proved to be very knowledgeable. The Division Chief of Safety and Training also completed the vehicle checkoff packet of all the competencies that a driver operator for this vehicle must show competency with before being allowed to drive and operate the new Quint, with the shifts working on having their primary operators complete that. Many hours of driver training also occurred in July occurring as the various drivers learn the feel of the vehicle, get used to the steering angle, and how the vehicle handles. The rear of the most fire apparatus over swings meaning if when the vehicle takes a tight turn, the rear portion after the rear axle of the vehicle swings into the adjacent lane of the road. This means drivers must be focused on not just what's in front of them, but what is beside them at all times. This requires a high degree of precision from all drivers every time the vehicle is moving.

August 2018: Progress occurred in August readying for service Ladder 3 which is the new Quint. Multiple staff members were checked off during August on the operation of the vehicle. Fire & Rescue has an in depth training program and check-off process for each vehicle as the operation of each vehicle is slightly different as national standards change and technology change. Many hours of

CAPITAL IMPROVEMENT PROJECT:

Fire Quint Pumper Replacement

driving time are required, as are a number of competencies such as flowing water through hose lines and hooking a hydrant before the water tank on the vehicle runs out. This process guarantees employees are at the ready once the vehicle is put into service, with no delay operational of any part of these complex vehicles once arriving at an emergency scene. The process is on schedule with the last of the initial operators on each shift expected to be checked-off in early September, followed by the placing of the vehicle in service at the South End Station. Once this happens, the ten-year old Aerial Platform called Truck 1 will be taken out of service for several weeks while maintenance work and repairs on a number of items, are completed.

CAPITAL IMPROVEMENT PROJECT:

General Sidewalk Improvements

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

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

Previous Month Update:	Current Month Update:
February 2018: Staff are assessing potential sidewalk projects for the 2018 season. **March 2018:** Staff are assessing potential sidewalk projects for the 2018 season. **April 2018:** Staff have completed an initial condition assessment of 35 miles of sidewalk that are plowed during winter snow removal operations. The assessment is being evaluated for development of a targeted maintenance/repair plan to ensure winter plowing obstacles are eliminated. **May 2018:** No Update **June 2018:** Sidewalk funds are being reserved to provide assistance with two public/private partnerships. The Unitil natural gas company made a contribution to the City for excavation damage along the Central Avenue sidewalks north of town near Planet Fitness. The goal is to replace a portion of this area. Another partnership is along 3rd Street. The developer is required as part of their ongoing project to install brick sidewalks. The City will contribute financial to ensure all of 3rd Street is addressed, from Central Avenue back to Chestnut Street. Other sidewalk work involves addressing identified "spot" priorities on the 35 miles of sidewalks that are plowed during winter snow removal operations. A Condition Assessment has been performed on this section of the City's overall 70 miles of sidewalk. **July 2018:** No Update. **August 2018:** Community Services staff have worked with the Planning Staff and CDBG coordinator to secure HUD funding for sidewalk improvements on Portland Avenue, from the crosswalk at the arena down to Atlantic Avenue.	**September 2018:** No update.

CAPITAL IMPROVEMENT PROJECT:

General Sidewalk Improvements

CS staff will work with Lyman Construction to complete work in the fall.

Other sidewalk funds are being reserved to provide assistance with two public/private partnerships. The Unitil natural gas company made a contribution to the City for excavation damage along the Central Avenue sidewalks north of town near Planet Fitness. The goal is to replace a portion of this area. Another partnership is along 3rd Street. The developer is required as part of their ongoing project to install brick sidewalks. The City will contribute financial to ensure all of 3rd Street is addressed, from Central Avenue back to Chestnut Street.

Other sidewalk work involves addressing identified “spot” priorities on the 35 miles of sidewalks that are plowed during winter snow removal operations. A Condition Assessment has been performed on this section of the City’s overall 70 miles of sidewalk.

CAPITAL IMPROVEMENT PROJECT:

General Street Improvements

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

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

Previous Month Update:	Current Month Update:
February 2018: Contractors finished up with the paving and gravel shoulders on Chestnut Street, Spruce Lane, Fourth Street and Leighton Way. **March 2018:** Requests for bids for the annual street paving program went out March 8. Two bids were received March 28, with Brox Industries the apparent low bidder at $1,765,468. Community Services and the Finance Department is working on a Resolution for City Council approval that will highlight the proposed funding sources. Anticipated goal is to make April 25 City Council Agenda. **April 2018:** No Update. **May 2018**: Community Services is waiting on conclusion of the FY18 Budget to determine exactly how much funding will be available for the paving program. **June 2018:** Community Services is working to finalize a proposed schedule in an attempt to complete all work at least by late October 2018. Once a schedule is proposed it will be posted on the City's Community Services website. **July 2018:** The City issued a purchase order to Brox Industries in the amount of $1.66 million for Pavement Maintenance. By the end of July we were approximately 1/3 complete with the proposed work per the list found at: http://www.dover.nh.gov/Assets/government/city-operations/2document/community-services/paving/Copy%20of%202018%20pave%20list.pdf Night work will be required for paving on Central Avenue, Start Avenue and Dover Point. Community Services will post alert notices on the City website once the work is scheduled.	**September 2018:** The City completed all of its annual Pavement Maintenance program. Final pavement long-striping was completed as weather would cooperate and allow. All long-line work has been completed and hand crews are due back one more night to complete symbols and had-applied striping of smaller segments. Community Services staff has been working on priority recommendations for the proposed FY2020 program. The City has issued Rollinsford an Invoice for a joint 50/50 funding for repaving Oak Street, between Portland and Broadway.

CAPITAL IMPROVEMENT PROJECT:

General Street Improvements

The City also met with representatives from the Town of Rollinsford and verbally agreed for a joint 50/50 funding for repaving Oak Street, between Portland and Broadway. Previous survey work has identified that the municipal boundary almost runs perfectly down the centerline of Oak Street. It was mutually discussed and agreed that a pavement overlay would be applicable now, as there is uncertainty when the Oak Street railroad bridge might be slated for funding. The Bridge is technically the responsibility of the State of NH, so replacement hinges on funding via the State Bridge Program. Therefore an overlay should be sufficient for at least 5 years while the bridge plans evolve.

August 2018: The City just wrapped up its annual Pavement Maintenance program. Night work occurred to complete paving on Stark and Central Avenue. A few equipment breakdowns extended the projected schedule, but Oak Street just got paved the week of September 10 to complete the planned paving. Road re-striping is being planned and relies on an outside contractor. The City has to pre-mark the line striping and lane locations, which is a very dangerous and tedious process which literally requires staff to dodge in and out of traffic. Lanes on both Stark and Central will be re-established with 11-foot travel widths. Whatever pavement remains within the right-of-way for shoulders will be delineated with white, fog line paint.

The City collaborated with the Town of Rollinsford for a joint 50/50 funding for repaving Oak Street, between Portland and Broadway.

CAPITAL IMPROVEMENT PROJECT:

Heating Plant – Central & South End Stations

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

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

Previous Month Update:	Current Month Update:
February 2018: In January, it was also reported that progress is continuing developing the specifications for the replacement of the heating systems for both the South End Fire Stations and the Central Fire Stations, with direct vented Lochinvar high efficiency boilers chosen as the replacement boilers for each station. Fire & Rescue continued progress in February by working with one of the City's contracted heating vendors on installation pricing, which has been approved by the Purchasing Department as meeting the City bid requirements for plumbing and heating services. Consequently, a purchase requisitions for the installation of the new boilers in each station have been established and confirmed with Dennis Munson Plumbing and Heating. Installation will start once the winter heating system ends as each fire station will be without heating capability for a few days during the installation. **March 2018:** This project is in a waiting period for when the weather is warm enough to shut of the heating systems for several days in the respective fire stations, which is the duration of the removal and replacement for each heating system. Waiting until the weather is warmer eliminates the need for temporary heat and the costs associated with temporary heat. **April 2018:** Still waiting for when the weather is warm enough to get through several days with no heat, which is the duration the boiler replacement will take in each station. **May 2018:** No Update. **June 2018:** Currently waiting for Dennis Munson Plumbing and Heating to schedule work now that the warmer months are here. **July 2018:** No Update.	**September 2018:** Dennis Munson Plumbing and Heating delivered the new boilers to each fire station and did have an installation planning meeting with Inspection Services in September and is now anticipating installation to be in late October.

CAPITAL IMPROVEMENT PROJECT:

Heating Plant – Central & South End Stations

August 2018: Dennis Munson Plumbing and Heating is still anticipating installation to be in early September.	

CAPITAL IMPROVEMENT PROJECT:

HVAC City Wide Building Transducer Replacement

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

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

Previous Month Update:	Current Month Update:
February 2018: Library plans are under review for cost estimation verification by Martini Northern due to the excessive figure presented with the plans. Awaiting funding. **March 2018:** Alternative designs are being considered in lieu of massive retrofitting of new air handler units within the attic or on the roof. A walk-thru was held to examine whether smaller, mini-split units could be installed without significantly disrupting the aesthetic character. A price proposal is expected from the current HVAC contractor, Siemens Industry, Inc. The mini-split options is expected to be in the vicinity of $400,000, while the installation of new air handling units was around $1.4 million. **April 2018:** The City has been negotiating with Siemens for a revised HVAC design for the Library that will utilized mini-split evaporators installed strategically throughout the building. A completed overhaul of the HVAC system, including new air handling units was estimated at $1.5 million. Its expected the implementation of mini-splits might cost $400,000 total. **May 2018:** Library plans are under review for cost estimation verification by Martini Northern due to the excessive figure presented with the plans. Awaiting funding. **June 2018:** The City's HVAC contractor has engaged a mechanical engineer to conduct a cooling assessment for the library. The intent is to strategically place mini-split evaporators throughout the library. It appears the library can be sufficiently cooled via this approach with three small	**September 2018:** The Library HVAC contract has been awarded a project kick-off meeting is scheduled for October 17. The installation of equipment will begin late fall and extend into the winter months. The goal will be to have the new air conditioning equipment operational prior to the summer of 2019. The mechanical work is being performed simultaneously with the replacement of the boilers at the Indoor Pool. The intent is to realize common mobilization and overall project management efforts with the same mechanical contractor, Siemens.

CAPITAL IMPROVEMENT PROJECT:

HVAC City Wide Building Transducer Replacement

supply compressors installed on the roof of the library addition. These should be mostly obscured and will not impact the building aesthetics.

The City will likely need to upgrade the existing electrical feed in order to accommodate the new system demands. An electrical evaluation is ongoing.

The overall project approach should keep costs around $400,000, as opposed to a major HVAC retrofit with new duct work and roof-mounted air handlers.

July 2018: The City continues to work with its HVAC contractor, Siemens, to complete a design for a mini-split cooling system throughout the Library. A cooling assessment has been completed. A point of good news is that the Library's existing electrical service is sufficient to accommodate the proposed cooling equipment. Siemens is proposing the installation of three new compressors and up to 16 individual registers/evaporators strategically placed throughout the building.

August 2018: The City Council approved a not-to-exceed amount of $425,000 in May to have Siemens install new air conditioning units throughout the Library. The intent was to avoid very expensive retrofits by installing new air handling units vented through the roof. Initial engineering was wrapped up that suggested installing three new compressors on the roof of children's area. Then 16 individual registers/evaporators would be positioned throughout the building.

Siemens finalized a scope of work based on the initial engineering work that stayed within the budget limits. Siemens staff conducted a detailed walkthrough of the proposed project with both the City Librarian, Cathy Beaudoin, and Director of Community Services, John Storer. The proposed layout was reviewed in detail to ensure any potential aesthetic impacts would be minimized. A contract should be executed shortly, with work to begin this fall and possibly into the winter. The new AC units will be in operation for the summer of 2019.

CAPITAL IMPROVEMENT PROJECT:

Indoor Pool Heating System Repairs

Responsible Department: **Recreation Department**
Gary Bannon, Recreation Director

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

Previous Month Update:	Current Month Update:
March 2018: No Update. **April 2018:** The Indoor Pool heating system project is moving along with some preliminary design work being done but nothing firm on the actual construction as it hasn't been bid out yet. **May 2018:** No update. **June 2018:** The Pool Heating System Replacement Project is in the design phase with Siemens staff working on the plans and once completed will be put out to bid for a fall construction process. **July 2018:** The Indoor Pool Heating System Replacement is in the design and cost estimate phase with several meetings taking place this month with the Siemens engineers and potential sub-contractors. The hope is that a firm design and estimate can be developed very soon so the bidding for the work can be undertaken. **August 2018:** The bid is being reviewed on the project and trying to determine how to phase it over two years as a part of a funding issue. Currently, the project is on hold until the funding question can be resolved in order to complete the project.	**September 2018:** The Indoor Pool heating system project bid will be placed on the agenda in October for Council approval.

CAPITAL IMPROVEMENT PROJECT:

Intersection Reconstruction – Sixth & Venture

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

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

Previous Month Update:	Current Month Update:
February 2018: Engineering will move forward with hiring a consultant to design a wider entrance on venture drive. This will involve relocation poles and underground electrical services. **March 2018:** A request for proposal is being advertised and the response is due back on March 2 to hire the consultant for design services. The goal is to modify the intersection geometry to better accommodate turning traffic by large trucks. Site lines will also be improved. **April 2018:** No Update **May 2018:** A request for proposal for design services has been received and Sebago Technics will be awarded the bid on the next council agenda. The goal is to modify the intersection geometry to better accommodate turning traffic by large trucks. Site lines will also be improved. **June 2018:** No Update. **July 2018:** A design kickoff meeting was held with Sebago and the survey will start in August. **August 2018:** A design kickoff meeting was held with selected engineering firm, Sebago Technics, and preliminary plans have been prepared. The intent is to make minor adjustments to accommodate turning movements for large trucks both into and out of Venture Drive. Work should be going out to bid over the winter with construction anticipated summer of 2019.	**September 2018:** No update.

CAPITAL IMPROVEMENT PROJECT:

Multi-Use Trail Development

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

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

Previous Month Update:	Current Month Update:
February 2018: Assistant City Planner Benton continues to facilitate the Transportation Alternatives Program (TAP) project to expand the Community Trail with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The project is in review to be able to go out to bid for construction however easements need to be in place first so Assistant City Planner Benton and Assistant City Manager Parker are negotiating and drafting those easement documents with the assistance from the City's Legal Counsel. The project is still on schedule to be fully completed by the end of 2018. This is all part of the $320,000 federal grant to design, engineer, and construct improvements to the Community Trail south of Fisher Street and north of Fourth Street. The Planning Department is under negotiations with an engineering firm to complete Phase IV of the Community Trail through a second round of TAP funds. Assistant City Planner Benton and Assistant City Manager Parker met with the engineering firm on January 29th to discuss the cost proposal. The project is proposing to continue the trail from the future trailhead at Route 108 and Rutland Street to the Middle School and High School, paving a new walk way along the school fields into Bellamy Park, then behind the multi-family housing units and terminating this phase at Route 155. **March 2018:** Work on the third phase of the Community Trail continues as part of the Transportation Alternatives Program (TAP) project with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The project is in review to be able to go out to bid for construction however easements need to be in place first. Planning Staff is working with the City Assessor to	**September 2018:** No update.

determine the value of the easements necessary to negotiate the easements. Legal Counsel has drafted those easement documents. The project is still on schedule to be fully completed by the end of 2018.

April 2018: Work on the third phase of the Community Trail continues as Planning staff, the City's consultant and the City Assessor work to determine the value of the easements necessary to negotiate the easements. Legal Counsel has drafted those easement documents. The project is still on schedule to be fully completed by the end of 2018.

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

May 2018: The project is still on schedule to be fully completed by the end of 2018. This is all part of the $320,000 federal grant to design, engineer, and construct improvements to the Community Trail south of Fisher Street and north of Fourth Street.

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

June 2018: No update.

July 2018: Work on the third phase of the Community Trail continues as Planning staff, the City's consultant and the City Assessor work to determine the value of the easements necessary to negotiate the easements. Legal Counsel has drafted those easement documents.

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

August 2018: Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail.

CAPITAL IMPROVEMENT PROJECT:

Pump Station Upgrade – Cochecho

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

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

Previous Month Update:	Current Month Update:
March 2018: No Update. **April 2018:** The City pulled old records, plans and pumping records in preparation of developing a Request for Proposal (RFP) for engineering design services. **May 2018:** No Update. **June 2018:** Community Services solicited RFP's for design services. Five were received on June 14, 2018. Engineering staff are currently reviewing the proposals. An application was submitted to the Department of Environmental Services for possible construction funding via the Clean Water Revolving Loan Fund. It is expected survey and design will proceed through fall and into the winter, with bids and construction lined up for spring 2019. **July 2018:** The project has been ranked 39th on the draft 2018 Clean Water SRF Project Priority List. We do not anticipate funding through the SRF program. The project remains on schedule with survey and design proceeding through fall and into the winter, with bids and construction lined up for spring 2019. **August 2018:** A kick-off meeting was held with Dubois & King, the engineering consultant selected for this project. The project has been ranked 39th on the draft 2018 Clean Water SRF Project Priority List. We do not anticipate funding through the SRF program. The project remains on schedule with survey and design proceeding through fall and into the winter, with bids and construction lined up for spring 2019.	**September 2018:** Engineers from Dubois & King, the engineering consultant visited the site to establish pump design criteria. Engineers also visited other pump stations throughout the City of Dover to learn about successes and issues to ensure this station meets staff needs. Survey of the area was completed. The project remains on schedule with survey and design proceeding through fall and into the winter, with bids and construction lined up for spring 2019.

CAPITAL IMPROVEMENT PROJECT:

Pump Station Upgrade – Varney Brook

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

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

Previous Month Update:	Current Month Update:
February 2018: The wet well has been cleaned. Wright Pierce has conducted a building inspection. The City is waiting for the design phase to begin. **March 2018:** The consultants have completed an initial grit-assessment to determine if mechanical equipment is required to remove debris before pumping waste to the treatment plant. It appears grit-removal will likely not be required, which should help reduce overall upgrade cost. City is currently waiting for the detailed design phase to begin. **April 2018:** Wright Pierce has done an internal investigation of all the assets within the pump station, waiting for a report on the design requirements **May 2018:** Staff met with Wright Pierce regarding the design of the pump station. Wright Pierce will consult with NHDES on whether the city will need to have a mechanical screen or if a mechanical grinder can be used. The design team is going to evaluate the system head on the pumps and force main from Varney Brook to the Wastewater Treatment plant. Once we receive and answer from the state, this will give us better options for the design. **June 2018:** No update **July 2018:** No update **August 2018:** This project was a priority on the NH DES Clean Water SRF Program. The City received approval of a $3 million SRF loan, which includes a provision for 10% principal forgiveness, or $300,000. Staff received a preliminary design report and is in the process of conducting detailed review of the proposed equipment and layout. Goal will be to have the project out to bid over the winter and ready for construction in the summer of 2019.	**September 2018:** Staff is completing review of the Preliminary Design Report (PDR). The project has received SRF funding assistance and will go out to bid this winter. Construction is expected to commence spring 2019.

CAPITAL IMPROVEMENT PROJECT:

Sewer Inflow / Infiltration Mitigation

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

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

Previous Month Update:	Current Month Update:
February 2018: City Council has approved a contract extension for Wright-Pierce. All of the TV work has been completed in the downtown area. Preliminary report shows that the 30" pipe is in good shape. We are awaiting the final report from Wright Pierce. **March 2018:** Multiple flow meters were installed with the sanitary sewer system to identify sources of inflow or infiltration (I/I) where storm water is entering the system. Based on the results of the flow monitoring, video inspections were conducted on the interior of the sewer pipes to identify specific locations of I/I. The City has received a preliminary report from Wright-Pierce with recommendations to grout and seal the sewer lines in the downtown area. **April 2018:** Staff and Wright Pierce have re-focused on the downtown area in an attempted to find the Inflow sources. It is believed that the grouting and sealing will take care of the infiltration component. We have relocated flow meters in the downtown sewer shed to try to pin down the inflow sources. The other area we finished investigation was the remaining clay pipe that fed into the Mill Street pump station. This area is on the lower part of Stark Avenue and Ellliot Circle. Staff believes most of Stark Ave can be relined, but portions of Elliot Circle will need to be reconstructed. Staff has requested proposal for design work for this area, as well as the grouting and sealing of the downtown area. **May 2018:** Wright Piece has moved three of the flow meters located in the downtown area, to try to capture some of the high flow areas. Unfortunately, there has been no significant rain to find the sources. If a lack of	**September 2018:** The design phase is 90% complete. Staff has reviewed the received plans. They expect to receive 100% specifications and plans, for bidding, in November.

rain continues then the next step will be to conduct a smoke test to find the high flow areas.

June 2018: Smoke testing completed just recently. Although a detailed report is pending, the efforts were clearly successful in finding some high-volume direct connections, such as a catch basin and some roof drains on flat roofs. Once a final report is issued Community Services will immediately follow up with repair work on any issues within the public right of way. It looks like there will be several issues that extend onto private property and will require plumbing or drainage piping upgrades. The City will have to engage and educate the property owners.

July 2018: Smoke testing was completed in the downtown area. Wright Pierce will present their findings in August. Based on field observations, there were several direct connections, such as roof gutters and a catch basin that were preliminarily identified. These should be relatively easy to address in order to eliminate stormwater contributions to the sanitary system.

August 2018: An initial round of smoke testing was conducted in August to identify areas where stormwater connections were cross-tied into the sanitary sewer. Staff met with the engineering consultant, Wright Pierce, to review their initial findings. A drone flyover was being scheduled for early September to identify all flat roofs in downtown area where drain hubs might be tied to the sanitary sewer system.

I/I investigation work is much like detective work, you aren't quite sure where the data will lead you. After smoke testing the downtown area, it was apparent that several drain manholes needed to be repaired/sealed. A contract amendment was headed to the September 12 City Council Meeting for additional manhole inspections and grouting sewer mains within the downtown area as well as a design for the Eliot Park area.

Staff was also requesting an expansion of the downtown smoke testing work to extend into the Summer/Elm/Belknap area where a separate CIP is pending for the reconstruction of the street, including underlying utilities.

CAPITAL IMPROVEMENT PROJECT:

Sidewalk – Upper Whittier Street

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

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

Previous Month Update:	Current Month Update:
February 2018: Survey/design work will be initiated this winter. The goal is to be ready for bidding by spring 2018. **March 2018:** A request for proposal has advertised and the response will be opened on April 9th for design services. **April 2018:** TEC has been awarded the contract to design the sidewalk improvements. **May 2018:** TEC has started to survey the area. **June 2018:** TEC has completed the survey and a neighborhood meeting will be set up to receive input. **July 2018:** The engineering firm TEC has completed a site survey and a neighborhood meeting occurred on August 2 to present the survey and options to the residents. Design work is currently being finalized. **August 2018:** No update.	**September 2018:** TEC is moving forward with final design plans that will be presented at another neighborhood meeting. Goal is to go out to bid this winter, for a spring 2019 start.

CAPITAL IMPROVEMENT PROJECT:

South End Fire Station Improvement

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

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

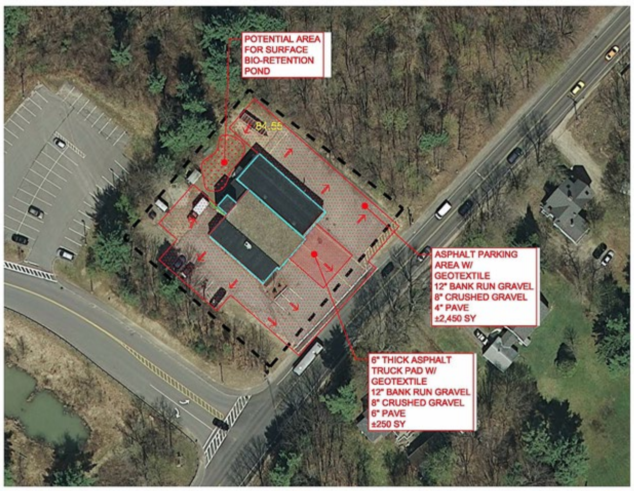
Previous Month Update:	Current Month Update:
February 2018: No Update **March 2018:** A meeting was held in March at the South End Fire Station between the Community Service Director, the Fire Chief, and a potential paving vendor as work progresses to define the scope of the ramp and parking area re-paving project. It was determined that because of the Durham Road sloping toward the fire station ramp, and the fire station ramp sloping from the station toward the Durham Road, that water tends to collect along that paving joint. This contributes to water infiltrating through cracks in the pavement and causing serious frost heaves under the fire station ramp where it meets the Durham Road. The solution is to install a drain system at that joint in addition to the removal of the clay that is the primary base material under the station ramp paving, existing since the fire station was built and opened in 1967. These two issues are the root problem why there been chronic issues with every overlay of paving since the fire station has been built. Further research is being conducted by Community Services engineering section on the drain system design and there is some possibility that there is some funding available through a groundwater protection program to help with the cost of that part of the project. **April 2018:** This project is still in the research phase as to what type of drain system would best prevent the problems described in the last update. **May 2018:** A site visit was held in May at the South End Station between Community Service representatives and Fire & Rescue discussing the project design scope. **June 2018:** After the site visit was held in May at the South End Station between Community Service representatives and Fire & Rescue discussing the project design scope, this project continues to be in the research phase.	**September 2018:** The additional project cost for the defined drainage work solution has been inserted into the CIP and is now moving through the review process of the Planning Board and City Council.

CAPITAL IMPROVEMENT PROJECT:

South End Fire Station Improvement

July 2018: Dennis Munson visited both the Central and South End fire stations in July for design planning purposes and has indicated installation should be in early September.

August 2018: With the assistance of Community Services Engineering staff member Gretchen Young, the drainage scope of work and cost estimates for that work were determined.



Several years ago, funding just for a paving overlay was inserted into the CIP, as has been reported in occasional project updates. It was determined by the current fire administration team that a drainage issue exists as the station ramp slopes toward the Durham Road while the Durham Road slopes toward the station ramp. This causes water to penetrate where the two meet during winter months, into the clay base under the ramp. When the station was built 50 years ago, little thought was put into a proper base for the station ramp which explains the annual frost heave issue, and why previous paving overlays crack and break early in their life, due to the freezing cycles that occur. This scope of work developed by Gretchen will bring water drainage to a rain garden area out behind the station, with the clay removed and a proper base provided, before paving. The additional project cost is expected to be $120,000 and is being requested for the upcoming CIP update this fall.

CAPITAL IMPROVEMENT PROJECT:

Storm Drain Replacement – Broadway Railroad Culvert

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

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

Previous Month Update:	Current Month Update:
February 2018: The City has reached an agreement with Red's for an easement. The City has acquired the easement from the railroad. The city is pursuing the final easements and moving forward with the wetlands permitting. **March 2018:** The City has reached an agreement with Red's Shoe Barn for an easement. The City has also acquired an easement from the railroad. The City is pursuing three final easements with individual land owners. Wetlands permitting is ongoing. The goal is to be out to bid late summer, as the desired time frame for installing a new culvert under the railroad will be late fall/early winter. **April 2018:** No update **May 2018:** No update **June 2018:** The City has acquired all necessary easements and is advertising for qualifications from contractors. Anticipated bid for construction is in August. Wetlands permitting is ongoing. The desired time frame for installing a new culvert under the railroad will be late fall/early winter. **July 2018:** The City is currently soliciting qualifications packets from contractors and specialty pipe-boring contractors. This will ensure only pre-approved, qualified contractors are able to submit formal price proposals for completing the work. **August 2018:** The City completed a pre-qualification process to ensure it has fully qualified contractors for what will be a rather non-traditional project installing a 84-inch diameter drain pipe beneath an active railroad line. Five general contractors and three specialty pipe-boring contractors were approved to submit cost proposals back to the City.	**September 2018:** The City has short listed contractors and has asked for cost proposals. The desired time frame for installing a new culvert under the railroad will be late fall/winter.

CAPITAL IMPROVEMENT PROJECT:

Storm Drain Replacement – Broadway Railroad Culvert

The current schedule is to receive proposals on October 16, with a review and contract recommendation projected to go to the City Council on October 24. The Director of Community Services has met with the owner of Red's Shoe Barn, as construction will have a significant impact on their property.

The desired time frame for installing a new culvert under the railroad will be late fall/winter.

CAPITAL IMPROVEMENT PROJECT:

Street Lighting Improvements

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

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

Previous Month Update:	Current Month Update:
January 2018: Affinity Lighting commenced installation and has installed one gateway at the Police Station. Once that gateway was installed the LED light change over started. Four hundred and twenty four LED lights were changed out as well as four hundred and twenty four smart controls were installed. **February 2018:** Waiting for the Communication Towers to go active so the City can engage the "smart" feature of the new street lights by being able to monitor them real-time via a computer network. **March 2018:** The LED conversion process has been completed for approximately 1,800 fixtures. Initiation of the smart control software was put on hold until the City's new communication towers became operational. The street light controls need to utilize the wireless gateways via the new communication towers. Expected completion and testing will occur by late April. The control software will allow for full tracking of light status, with ability to monitor localized power outages. **April 2018:** Installation of the LED conversions was completed over the winter. Once the City's new communication towers were finally activated, staff could start monitoring the network of street lights. In April we started to take advantage of the feature by initially tracking when street lights reported power failures. This helped us track a rather large widespread power outage that	**September 2018:** Final punch-list work items continue to be resolved. City staff have undergone training of the smart control software. A joint meeting is scheduled for October 19 to present the overall project to both the NH Public Utilities Commission and Eversource.

CAPITAL IMPROVEMENT PROJECT:

Street Lighting Improvements

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

May 2018: No Update.

June 2018: The conversion to LED lights has been completed for approximately 1,800 street lights. Final "punch-list" items are being reconciled. Summer interns have been providing assistance with electronic field work. They are traveling to each light and using a computer tablet and antenna they are able to communicate with the smart controls, test and activate the light, and verify the light serial number and location. The lighting vendor, Affinity Lighting, will be scheduling a final demonstration of the smart control software shortly.

July 2018: Work is slowly proceeding with the resolution of punch list items. Affinity Lighting has arranged to work directly with an Eversource bucket truck to examine approximately 50 lights out of nearly 1,800 that have some lingering issue. These 50 lights are either not operating properly or are unable to connect to our computerized monitoring system.

August 2018: Final punch-list work is finally being resolved. Affinity Lighting engaged an Eversource bucket truck to examine approximately 50 lights out of nearly 1,800 that have some lingering issue. Final data is being updated in the smart-control computer software. A presentation to Eversource and the NH Public Utilities Commission is being planned for early to mid-October.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction – Chestnut & Washington

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

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

Previous Month Update:	Current Month Update:
March 2018: No update. **April 2018:** Planning and Community Development staff and Community Services staff worked with the developer of 104 Washington Street to review the offsite improvements package to layout traffic flow improvements on Chestnut and Washington Street. The Council awarded the bid for this package to Fulcrum and Associates in April. **May 2018:** Planning and Community Development staff and Community Services staff worked with the developer of 104 Washington Street to review the offsite improvements package to layout traffic flow improvements on Chestnut and Washington Street. The Council awarded the bid for this package to Fulcrum and Associates in April. In May work began with an estimated completion for the project in June of 2019. The groundbreaking for the site was held May 24th. **June 2018:** In April the City Council awarded the contract to Forum Construction. The developer of the adjacent property, 104 Wash Street LLC provided funding to accomplish this reconstruction in May and staff moved forward with a kick off meeting and developing a timeline for the work to be completed in conjunction with the redevelopment of the site. The building demolition and site work is underway. **July 2018:** In April the City Council awarded the contract to Forum Construction. The developer of the adjacent property, 104 Wash Street LLC provided funding to accomplish this reconstruction in May and staff moved forward with a kick off meeting and developing a timeline for the work to be completed in conjunction with the redevelopment of the site. The site work is underway. **August 2018:** Work should be complete in early 2019.	**September 2018:** In April the City Council awarded the contract to Forum Construction. The developer of the adjacent property, 104 Wash Street LLC provided funding to accomplish this reconstruction in May. To date work has moved forward on removing underground fuel storage tanks and other items needing to be removed from the area, in order to widen the right of way. Work should be complete in early 2019.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction – Elm, Summer & Belknap

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

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

Previous Month Update:	Current Month Update:
February 2018: No update. **March 2018:** Community Services staff developed and issued a request for proposals for consulting firms to assist the city with the design for the reconstruction of Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. Overall project to include: **Road –** reconstruction of roadway to include sidewalks and improved roadway bed. Drainage improvements will be incorporated. **Water-** reconstruction of water line throughout the project area. **April 2018:** Community Services staff developed and issued a request for proposals for consulting firms to assist the city with the design for the reconstruction of Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. **May 2018:** Community Services staff chose Wright-Pierce as the consultant for the design for the reconstruction of Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. The contract will be go to the City Council for approval in June. **June 2018:** Staff had a kick-off meeting with Wright-Pierce, the consultant for the design for the reconstruction of Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. Survey of the neighborhood will begin in July.	**September 2018:** Wright Pierce, the design consultant, has worked on compiling the collected information including sewer investigation throughout the neighborhood. A neighborhood meeting has been scheduled for October 22nd at 6:00 pm at the community services building.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction – Elm, Summer & Belknap

July 2018: Doucet Survey completed a survey of the project area including Belknap Street from Silver Street to Fisher Street, Elm Street, Summer Street and, Hamilton Street. The geotechnical engineering firm conducted subsurface investigations of the existing soils to determine presence of clays or ledge in the project area. In August, Wright Pierce, the design consultant, will work on compiling the collected information and preparing initial site plans for review.

It is the expected the project will go out to bid early spring 2019, with construction expected to start early in the 2019 season.

August 2018: Wright Pierce, the design consultant, has worked on compiling the collected survey information and has been preparing initial site plans for review. Sewer pipeline investigations are scheduled for the beginning of September, which will include video inspection of the internal condition, along with smoke testing to investigate any potential cross-connections with the storm water system.

It is the expected the project will go out to bid early spring 2019, with construction expected to start early in the 2019 season.

CAPITAL IMPROVEMENT PROJECT:
Street Reconstruction – Hanson Street

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

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

Previous Month Update:	Current Month Update:
February 2018: SUR Construction was selected in February and the contract was submitted for City Council approval. Staff anticipate holding a neighborhood meeting in March and for construction to start in April. **Road –** reconstruction of roadway to include sidewalks and improved roadway bed. Drainage improvements will be incorporated. **Water-** reconstruction of water line from the intersection of Henry Law Ave to Central Ave., including services. **Sewer-** reconstruction of sewer line and services from the intersection of Henry Law Avenue to a point in-front of 17 Hanson Street. **March 2018:** SUR Construction was selected in February and the contract was submitted for City Council approval. Staff held a neighborhood meeting in March to answer any of the property owners questions. The construction work will begin in April. **April 2018:** SUR Construction began work on the reconstruction project in April. They began with clearing some overgrown or dying vegetation along the edge of the roadway and have run temporary water lines. Construction will ramp up more in May. **May 2018:** SUR Construction continued working on the reconstruction project. They completed several test pits to located underground services and to investigate the potential for oil contamination in soils. No contamination was observed. **June 2018:** Utility work should be completed by the end of July. The road will then be box-cut to remove the underlying roadway base materials. Reconstruction will follow, with completion targeted by September.	**September 2018:** SUR Construction continued working on the reconstruction project. They completed much of the finish work including construction of sidewalks and driveway modifications.

CAPITAL IMPROVEMENT PROJECT:
Street Reconstruction – Hanson Street

July 2018: SUR Construction continued working on the reconstruction project. They completed work on the water main and began work on the new closed drainage system.

Utility work should be completed by the end of July. The road will then be box-cut to remove the underlying roadway base materials. Reconstruction will follow, with completion targeted by September. As the project is nearing completion, everything remains on target for both schedule and budget.

August 2018: SUR Construction continued working on the reconstruction project. They completed the new closed drainage system, reconstructed the roadway bed, completed base paving, and installed curbing.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction – Roberts Road

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

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

Previous Month Update:

Jan 2018: The Conservation Commission and the Planning Board reviewed and endorsed/approved a Wetland Permit Application and Conditional Use Application. The Wetland Permit has been submitted to the NHDES for approval. The project also received a NHDES Shoreland Protection Permit for work adjacent to the Piscataqua River. Holden Engineering is finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in February.

The overall project will include the reconstruction of roadway to include an improved roadway bed and standardized pavement width. Drainage improvements will be incorporated.

Feb 2018: Holden Engineering is finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in March.

March 2018: Holden Engineering is working to obtain NHDES Wetland Permits and necessary drainage easements prior to finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in April.

April 2018: Holden Engineering has obtained NHDES Wetland Permits and is working on securing necessary drainage easements prior to finalizing design and bid specifications. Staff anticipate putting the project out for construction bids in May.

May 2018: Holden Engineering is has obtained finalized design and bid specifications. The project was put out for bid and a pre bid meeting with contractors was held. Staff also worked with property owners to secure necessary easements for proposed drainage improvements.
The overall project will include the reconstruction of roadway to include an improved roadway bed and

Current Month Update:

September 2018:

Northeast Earth Mechanics, continued work on the drainage system, primarily the construction of the stormwater outfall to the Piscataqua River, through the month of September. Crews also began upgrades to the existing drainage system in the roadway. Overall project to include:

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction – Roberts Road

standardized pavement width. Drainage improvements will be incorporated.

June 2018: Northeast Earth Mechanics, a New Hampshire based construction company, was awarded the contract for this project. Construction is scheduled to begin in early August, a neighborhood meeting is scheduled for July 9th. The project will include the following work:

Road **–** reconstruction of roadway to include an improved roadway bed with a standardized pavement width and drainage improvements.

Stormwater Outfall**-** the existing, undersized drainage outfall to the Piscataqua River will be reconstructed to include a dissipating plunge pool and mitigated wetland area.

July 2018: Northeast Earth Mechanics, a New Hampshire based construction company, was awarded the contract for this project. A neighborhood meeting was held on July 9th, work is anticipated to begin in early August.

August 2018: Northeast Earth Mechanics, began work on this project in the beginning of August. They focused primarily on the construction of the stormwater outfall to the Piscataqua River. Overall project to include:
The drainage work will be completed this fall, along with a majority of the street reconstruction work. It is expected that final curbing will be installed in spring 2019, along with a final pavement overlay. The street will be paved with a structural binder course pavement for the winter.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction – Spur Road

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

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

Previous Month Update:	Current Month Update:
February 2018: Underwood has been awarded the contract to design the project. **March 2018:** Underwood has been awarded the contract to design the project and is starting the survey. Survey work is expected to occur through the summer. The goal will be to host a neighborhood meeting by this fall to starting soliciting feedback from residents. The City will be reaching out to NH DES to see if there is any financial assistance available to provide public sewer to the remaining residence that have private septic systems. **April 2018:** No Update. **May 2018:** Underwood has been awarded the contract to design the project and is starting the survey. Survey work is expected to occur through the summer. The goal will be to host a neighborhood meeting by this fall to starting soliciting feedback from residents. The City will be reaching out to NH DES to see if there is any financial assistance available to provide public sewer to the remaining residence that have private septic systems. **June 2018:** The survey has been completed and a neighborhood meeting is set to occur July 19th. **July 2018:** The survey has been completed and a neighborhood meeting was held on July 19th. . The design is progressing. Work will be ongoing with the NH DOT to discuss joint stormwater impacts, as well as right-of-way limits. **August 2018:** No update since last report. The survey has been completed and a neighborhood meeting was held on July 19th. . The design is progressing. The design consultants are preparing cost estimates for various width configurations of the roadway. The intent is to complete design late fall or over the winter to be ready for construction summer of 2019.	**September 2018:** The final design is progressing. Final street width is still being considered. Goal is to go out to bid this winter, for a spring 2019 start.

CAPITAL IMPROVEMENT PROJECT:

Street Reconstruction – Tanglewood

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

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

Previous Month Update:	Current Month Update:
February 2018: Street is slated for reconstruction including new drainage. Design is on hold until survey work can be completed along Spruce Lane and Old Garrison Road, as new drainage infrastructure from Tanglewood will likely tie in there. **March 2018:** No Update **April 2018:** No Update **May 2018:** No Update **June 2018:** This project remains on-hold until some abutting survey issues are researched and resolved. The roadway reconstruction involves new closed drainage work, which will outlet downstream of the area. There are landownership issues that need to be resolved in order to accommodate the installation of the stormwater pipes. **July 2018:** No update. **August 2018:** No update.	**September 2018:** Since necessary survey/legal work has not been fully resolved, Community Services staff will likely make recommendation to City Manager and City Council for possibly reprogramming of funds for use on other priority drainage-related projects.

CAPITAL IMPROVEMENT PROJECT:

Veteran's Park-Park Improvements

Responsible Department: Recreation Department
Gary Bannon, Recreation Director

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

Previous Month Update:	Current Month Update:
November 2017: The Dover Veterans Park project continues to move along with the brick and granite installation happening this month. Donated brick orders are still coming in very strong. A dedication ceremony is planned for Veterans Day, November 11th. **February 2018:** The Dover Veterans Park first 400 donated bricks honoring veterans that are in storage along with 176 others that are on order will be installed in the spring. Donated brick orders are still coming in and they can continue to be purchased for the foreseeable future. **March 2018:** The Dover Veterans Park first 400 donated bricks honoring veterans that are in storage along with 176 others that were received this month will be installed in the spring. Donated brick orders are still coming in and they can continue to be purchased for the foreseeable future. **April 2018:** The Dover Veterans Park 570 donated bricks honoring veterans that were in storage were installed this month. Donated brick orders are still coming in and they can continue to be purchased for the foreseeable future. **May 2018:** The Dover Veterans Park has been very popular place to visit as many of the donors of bricks honoring veterans came by to check them out. Donated brick orders are coming in at an accelerated pace as people see what they look like and they can continue to be purchased for the foreseeable future. **June 2018:** The next group of bricks to be ordered will happen by the end of the summer and installed this fall.	**September 2018:** The Dover Veterans Park brick orders are coming in at an accelerated pace as people see what they look like and they can continue to be purchased for the foreseeable future. The next group of donated bricks was delivered this month to be installed in October. The construction of an additional path to go toward St. Thomas Street is going to be built before Veterans Day. A kiosk with the locations of all of the City's monuments and memorials is also planned to be located in that area at a future date.

CAPITAL IMPROVEMENT PROJECT:

Veteran's Park-Park Improvements

July 2018: The Dover Veterans Park has been very popular place to visit as many of the donors of bricks honoring veterans came by to check them out. Donated brick orders are coming in at an accelerated pace as people see what they look like and they can continue to be purchased for the foreseeable future. The next group to be ordered will happen by the end of the summer and installed this fall. There are plans as well to add an additional path to the design toward St. Thomas Street. A kiosk with the locations of all of the City's monuments and memorials is also planned to be located in that area at a future date. **August 2018:** No update.	

CAPITAL IMPROVEMENT PROJECT:

Water Main Replacement – Main & Washington

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

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

Previous Month Update:	Current Month Update:
February 2018: Underwood Engineers has been hired to complete the design of the new water main. They are currently surveying portions of lower Washington Street and Main Street. **March 2018:** Underwood Engineers has hired a contractor to survey portions of lower Washington Street and Main Street. Design will occur through summer and into fall. Construction would be expected to commence spring of 2019. Roads would be completely repaved following completion of water main work. **April 2018:** Underwood has met with the Mill owners in the lower part of Washington to inquire about their needs for connection sizing for this project. Sixty percent plans will be submitted soon, construction still scheduled for 2019 **May 2018:** The design phase is still ongoing. A letter was sent to all the property owners, which will be affected by the project, to make sure they meet with the Underwood Engineering for current and any future connections. Staff reviewed a 60% plan, made corrections and returned to Underwood. **June 2018:** No Update **July 2018:** The design phase is 90% complete. A letter was sent to all the property owners, which will be affected by the project, to make sure they meet with the Underwood Engineering for current and any future connections. A neighborhood meeting will help prior to finalizing the design plans. **August 2018:** The design phase is 90% complete. Staff is reviewing the 90% plans and specifications with expectation to go out to bid late fall or early winter.	**September 2018:** The design phase is 90% complete. Staff has reviewed the received plans. They expect to receive 100% specifications and plans, for bidding, in November.

CAPITAL IMPROVEMENT PROJECT:

Water Main Replacement – Main & Washington

An amount of $1.1 was budgeted for the replacement of an 1880's vintage 8-inch diameter water main. New mains will be installed along Main Street from Broadway down to Washington Street, and along Washington Street from Main Street to Lower Square.

CAPITAL IMPROVEMENT PROJECT:

Water Meter Replacement

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

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

Previous Month Update:	Current Month Update:
March 2018: No Update. **April 2018:** 622 meters were ordered in April and 78 were received. New water meters were installed in 12 new homes and 117 replacement installations occurred from old style meters to new style meters. **May 2018:** Staff has been working with the meter supply vendor to ensure the proposed radio read system will be able to pick up all areas of the City without the need for any additional radio antennas, transmitters or repeaters. The goal is to work towards all "radio-read" technology. We are evaluating whether in-house staff will be able to provide the required labor for the meter conversions. **June 2018:** No significant update since last month. Staff continue to work with the meter supply vendor to ensure the proposed radio read system will be able to pick up all areas of the City without the need for any additional radio antennas, transmitters or repeaters. The goal remains to work towards all "radio-read" technology. A staff meeting will be convened with utility billing and metering personnel to evaluate whether in-house staff will be able to provide the required labor for the meter conversions. To use outside, contracted labor would significantly impact the budget, thereby reducing available funding to purchase new meters. The hope is that Utility personnel can help with meter change-outs during winter months when there are gaps between storms and snow removal efforts. **July 2018:** Very little update. The City Council approved a resolution to purchase meters. Current focus remains on working with the vendor to ensure the proposed radio read system will be able to pick up all areas of the City without the need for any additional radio antennas, transmitters or repeaters. The goal remains to work towards all "radio-	**September 2018:** The meter crew is in the process of changing out older (Trace and Orion) meter transponders. If the Badger meters are more than 20 years old, the meter is changed out as well. There are currently 3,271 new Galaxy meters within the city.

read" technology. A staff meeting will be convened with utility billing and metering personnel to evaluate whether in-house staff will be able to provide the required labor for the meter conversions. To use outside, contracted labor would significantly impact the budget, thereby reducing available funding to purchase new meters. The hope is that Utility personnel can help with meter change-outs during winter months when there are gaps between storms and snow removal efforts.

August 2018: The City needs to engage a tower-climbing company to get the initial radio-read receiving equipment properly installed. Goal is to have tower work completed by late-fall. The goal over the winter is to use Utility personnel to focus on meter conversions using our own staff labor.

CAPITAL IMPROVEMENT PROJECT:

Water & Sewer Main Replacement – Spaulding Turnpike

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

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

Previous Month Update:	Current Month Update:
February 2018: Temporary sewer pumps are in place and will continue to operate until the permanent crossings are done in two years. Housing to protect the pumps for winter have been constructed. **March 2018:** No Update **April 2018:** No Update. **May 2018: No Update.** **June 2018:** Curb was installed on a section of Dover Point/Boston Harbor past the DMV. **July 2018:** No update. **August 2018:** City staff have been working with NH DOT and Severino Construction to review a value-engineering proposal for the installation of a required gravity sewer line beneath the Spaulding Turnpike. The original design work involved a micro-tunneling process to bore laterally beneath the Turnpike. Severino suggested a modified approach to open-cut excavate and install the sewer main. The belief is that this will help ensure the gravity main is installed at proper grade, as each pipe section can be installed at a precise depth.	**September 2018:** No update.

CAPITAL IMPROVEMENT PROJECT:

Water System Facilities Upgrade

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

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

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

CAPITAL IMPROVEMENT PROJECT:

Water System Facilities Upgrade

Isinglass River recharge pump relocation Under design not 30% yet, relocating recharge station out of the flood plain Review of River quality Isinglass and Bellamy. The State of New Hampshire is requiring water quality reports for both rivers due to the city wants to use both rivers for recharge. **June 2018:** Campbell Well House: All issues have been resolved. No updates on rest. **July 2018:** No update. **August 2018:** Somersworth Interconnect- Plans are wrapping up and should be out to bid late-2018. Rest remains unchanged.	

PO Report
September 30, 2018

DAC	PO Date	PO No.	Vendor Name	Amount
Community Services Department	9/18/2018	201902517	UNIVAR USA, INC.	5,108.25
Recreation	9/25/2018	201902726	CYPRESS LTD	5,355.00
Fire and Rescue	9/13/2018	201902370	QUICK MED CLAIMS, LLC.	5,421.54
Police	9/18/2018	201902510	STATE OF NH-DOT	5,538.52
Police	9/18/2018	201902510	STATE OF NH-DOT	5,538.52
Community Services Department	9/11/2018	201902291	FISHER AUTO PARTS 451 / FED. AUTO PARTS	6,172.96
Community Services Department	9/18/2018	201902516	TED BERRY CO., INC.	6,750.00
Community Services Department	9/10/2018	201902207	HALL BROTHERS CONTRACTING, INC.	7,300.00
Planning	9/13/2018	201902367	TRAFFIC & PARKING CONTROL CO., INC.	10,600.00
Executive	9/5/2018	201901973	CCMSI	11,347.54
Planning	9/13/2018	201902368	WADLEIGH, STARR & PETERS PLLC	15,000.00
Community Services Department	9/11/2018	201902294	TRI-STATE SEALCOATING & PAVING, INC.	17,853.50
Executive	9/13/2018	201902365	MITCHELL MUNICIPAL GROUP, P.A.	19,110.55
Executive	9/13/2018	201902365	MITCHELL MUNICIPAL GROUP, P.A.	19,110.55
Community Services Department	9/26/2018	201902818	WATER INDUSTRIES, INC.	21,990.54
Community Services Department	9/6/2018	201902132	JM HAYDEN EQUIPMENT CO	24,102.88
Recreation	9/11/2018	201902213	IRONWOOD DESIGN GROUP, LLC.	29,126.00
Community Services Department	9/11/2018	201902300	GAMBLE DESIGN, LLC.	30,000.00
Community Services Department	9/5/2018	201902067	ELECTRIC LIGHT CO, INC.	38,696.00
Community Services Department	9/26/2018	201902819	DOVER LANDFILL BELLAMY TRUST	139,600.00

City of Dover

Revenues of Major Funds
September 30, 2018
(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	$ 85,399,464	$ 123,281	$ 1,918,493	2.0%	$ 83,480,971	$ -	$ 83,480,971	(97.8)%
Licenses & Permits	6,374,774	525,102	1,662,348	26.0	4,712,426	-	4,712,426	73.9
Intergovernmental	2,364,928	5,180	212,365	9.0	2,152,563	-	2,152,563	91.0
Charges for Services	3,793,842	291,366	950,989	25.0	2,842,853	-	2,842,853	74.9
Miscellaneous Revenue	821,479	49,550	305,115	37.0	516,364	-	516,364	62.9
Education	16,029,882	106,540	200,176	1.0	15,829,706	(2,982)	15,832,688	98.8
Operating Transfers In	413,679	-	-	0.0	413,679	-	413,679	100.0
Other Financing Sources	115,000	-	-	0.0	115,000	-	115,000	100.0
Sub-total : 1000 General Fund	$ 115,313,048	$ 1,101,019	$ 5,249,486	5.0%	$ 110,063,562	$ (2,982)	$ 110,066,544	95.5%
3213 Parking Activity Fund								
Licenses & Permits	$ 242,000	$ 15,230	$ 67,108	28.0%	174,893	$ -	$ 174,893	72.3%
Parking Income	600,000	59,405	208,047	35.0%	391,953	-	391,953	65.3%
Parking Fines	147,489	14,215	47,952	33.0%	99,537	-	99,537	67.5%
Other Financing Sources	0	-	-	0.0	-	-	0	0.0
Sub-total : 3213 Parking Activity Fund	$ 989,489	$ 88,850	$ 323,107	33.0%	$ 666,382	$ -	$ 666,382	67.3%
3320 Residential Solid Waste Fund								
Intergovernmental	$ 10,356	$ -	$ -	0.0%	$ 10,356	$ -	$ 10,356	100.0%
Charges for Services	945,000	72,606	257,342	27.0%	687,658	-	687,658	72.8%
Miscellaneous Revenue	0	25	700	0.0	(700)	-	(700)	0.0
Other Financing Sources	229,412	-	-	0.0	229,412	-	229,412	100.0
Sub-total : 3320 Residential Solid Waste	$ 1,184,768	$ 72,631	$ 258,041	22.0%	$ 926,727	$ -	$ 926,727	78.2%
3381 McConnell Center Fund								
Miscellaneous Revenue	$ 749,468	$ 52,178	$ 165,526	22.0%	$ 583,942	$ -	$ 583,942	77.9%
Operating Transfers In	217,415	22,939	83,390	38.0	134,025	-	134,025	61.6
Sub-total : 3381 McConnell Center	$ 966,883	$ 75,117	$ 248,916	26.0%	$ 717,967	$ -	$ 717,967	74.3%
3410 Recreation Special Revenue Fund								
Charges for Services	$ 446,315	$ 19,137	$ 112,503	25.0%	$ 333,812	$ -	$ 333,812	74.8%
Miscellaneous Revenue	15,500	145	169	0.0	$ 15,331	-	15,331	98.9
Operating Transfers In	20,000	-	-	0.0	20,000	-	20,000	100.0
Other Financing Sources	97,522	-	-	0.0	97,522	-	97,522	100.0
Sub-total : 3410 Recreation Special Revenue Fund	$ 579,337	$ 19,282	$ 112,672	19.0%	$ 466,665	$ -	$ 466,665	80.6%
5300 Water Fund								
Charges for Services	$ 5,577,152	$ 416,224	$ 1,233,987	22.0%	$ 4,343,165	$ -	$ 4,343,165	77.9%
Miscellaneous Revenue	70,500	7,788	29,085	41.0	41,415	-	41,415	58.7
Sub-total : 5300 Water Fund	$ 5,647,652	$ 424,012	$ 1,263,072	22.0%	$ 4,384,580	$ -	$ 4,384,580	77.6%
5320 Sewer Fund								
Intergovernmental	$ 33,766	$ -	$ -	0.0%	$ 33,766	$ -	$ 33,766	100.0%
Charges for Services	7,238,232	568,592	1,706,118	24.0	5,532,114	-	5,532,114	76.4
Miscellaneous Revenue	57,000	5,119	26,601	47.0	30,399	-	30,399	53.3
Other Financing Sources	520,992	-	-	0.0	520,992	-	520,992	100.0
Sub-total : 5320 Sewer Fund	$ 7,849,990	$ 573,711	$ 1,732,719	22.0%	$ 6,117,271	$ -	$ 6,117,271	77.9%
6100 Dovernet Fund								
Charges for Services	$ 1,141,022	$ 81,386	$ 354,091	31.0%	$ 786,931	$ -	$ 786,931	69.0%
Miscellaneous Revenue	25,000	-	-	0.0	$ 25,000	-	25,000	100.0
Operating Transfers In	-	-	-	0.0	0	-	0	0
Other Financing Sources	277,802	-	-	0.0	277,802	-	277,802	100.0
Sub-total : 6100 Dovernet Fund	$ 1,443,824	$ 81,386	$ 354,091	25.0%	$ 1,089,733	$ -	$ 1,089,733	75.5%
Total : REVENUES	$ 133,974,991	$ 2,436,008	$ 9,542,104	7.0%	$ 124,432,887	$ (2,982)	$ 124,435,869	92.9%

City of Dover

Expenditures of Major Funds
September 30, 2018
(General Fund Includes County, School and Debt Service)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Available
EXPENDITURES								
1000 General Fund								
City Council	$ 588,169	$ 23,776	$ 83,435	14.0%	$ 504,734	$ 260,936	$ 243,798	41.5%
Executive	1,173,836	75,285	285,996	24.0	887,840	535,941	351,899	30.0
Finance	1,858,605	166,916	530,941	29.0	1,327,664	910,002	417,662	22.5
Planning	704,106	48,587	195,545	28.0	508,561	354,413	154,148	21.9
Misc General Government	829,935	26,613	85,440	10.0	744,495	97,989	646,506	77.9
Police	9,149,397	653,065	2,248,452	25.0	6,900,945	4,198,533	2,702,411	29.5
Fire & Rescue	9,406,962	711,957	2,408,930	26.0	6,998,032	3,915,676	3,082,357	32.8
Community Service Public Works	7,458,302	403,720	1,060,925	14.0	6,397,377	2,051,367	4,346,010	58.3
Recreation	2,245,631	156,756	519,944	23.0	1,725,687	760,912	964,775	43.0
Public Library	1,420,348	98,478	342,803	24.0	1,077,545	706,324	371,221	26.1
Public Welfare	796,220	40,438	113,795	14.0	682,425	144,142	538,284	67.6
Debt Service	12,311,694	5,998	14,747	0.0	12,296,947	57,228	12,239,719	99.4
Other Financing Sources/Uses	3,900,514	113,079	339,237	9.0	3,561,277	-	3,561,277	91.3
School	54,508,984	4,297,963	6,571,452	12.0	47,937,532	46,014,982	1,922,549	3.5
Intergovernmental	8,960,345	-	-	0.0	8,960,345	-	8,960,345	100.0
Sub-total : 1000 General Fund	$ 115,313,048	$ 6,822,631	$ 14,801,643	12.8%	$ 100,511,405	$ 60,008,445	$ 40,502,960	35.1%
3213 Parking Activity Fund								
Police	$ 989,489	$ 37,763	$ 143,273	14.0%	$ 846,216	$ 255,868	$ 590,347	59.7%
Sub-total : 3213 Parking Activity Fund	$ 989,489	$ 37,763	$ 143,273	14.5%	$ 846,216	$ 255,868	$ 590,347	59.7%
3320 Residential Solid Waste Fund								
Community Service Public Works	$ 1,303,495	$ 101,867	$ 219,111	17.0%	$ 1,084,383	$ 862,056	$ 222,328	17.1%
Sub-total : 3320 Residential Solid Waste Fund	$ 1,303,495	$ 101,867	$ 219,111	16.8%	$ 1,084,383	$ 862,056	$ 222,328	17.1%
3381 McConnell Center Fund								
Recreation	$ 966,883	$ 28,259	$ 86,653	9.0%	$ 880,230	$ 199,925	$ 680,305	70.4%
Sub-total : 3381 McConnell Center Fund	$ 966,883	$ 28,259	$ 86,653	9.0%	$ 880,230	$ 199,925	$ 680,305	70.4%
3410 Recreation Special Revenue Fund								
Recreation	$ 579,337	$ 24,239	$ 151,483	26.0%	$ 427,854	$ 105,521	$ 322,333	55.6%
Sub-total : 3410 Recreation Special Revenue Fund	$ 579,337	$ 24,239	$ 151,483	26.1%	$ 427,854	$ 105,521	$ 322,333	55.6%
5300 Water Fund								
Community Service Public Works	$ 5,671,054	$ 328,519	$ 1,088,099	19.0%	$ 4,582,955	$ 868,119	$ 3,714,836	65.5%
Sub-total : 5300 Water Fund	$ 5,671,054	$ 328,519	$ 1,088,099	19.2%	$ 4,582,955	$ 868,119	$ 3,714,836	65.5%
5320 Sewer Fund								
Community Service Public Works	$ 8,006,000	$ 485,902	$ 1,325,017	17.0%	$ 6,680,983	$ 1,838,081	$ 4,842,902	60.5%
Sub-total : 5320 Sewer Fund	$ 8,006,000	$ 485,902	$ 1,325,017	16.6%	$ 6,680,983	$ 1,838,081	$ 4,842,902	60.5%
6100 Dovernet Fund								
Other Financing Sources/Uses	$ 1,537,632	$ 59,293	$ 221,024	14.0%	$ 1,316,608	$ 487,892	$ 828,717	53.9%
Sub-total : 6100 Dovernet Fund	$ 1,537,632	$ 59,293	$ 221,024	14.4%	$ 1,316,608	$ 487,892	$ 828,717	53.9%
Total : EXPENDITURES	$ 134,366,938	$ 7,888,473	$ 18,036,304	13.4%	$ 116,330,634	$ 64,625,907	$ 51,704,727	38.5%

City of Dover

Arena - General Fund
Revenue & Expenditure Report
(Including Arena Debt Service attributed to the General Fund)
September 30, 2018

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Available
Revenue	1,217,196	95,792	235,399	19.3	981,797	0	981,797	80.7
Expenditures	969,082	71,237	212,367	21.9	756,715	376,482	380,233	39.2
Debt Service								
Principal	223,626	0	0	-	223,626	0	223,626	100.0
Interest	24,488	0	0	-	24,488	0	24,488	100.0
	0	**24,555**	**23,032**	**(3)**	**(23,032)**	**(376,482)**	**353,450**	**(159)**

Workforce-Focused Outcomes

New hires in September: 5

5 = Recreation Department

Separations in September: 3

3 = Recreation Department

Library staff members attended the YALSNH Fall Conference, the NH READS fall conference, the September ULAC meeting, a Mental Health First Aid seminar, and participated in a NHSL panel discussion about starting a Family Place Library.

5

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

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

Though there were many trainings in September at Fire and Rescues and here are a few highlights. September saw the advanced Driver/Operators who have extra responsibilities in the department and called Engineer's, receive an additional 8 hours of advanced training on the Quint from the dealer's training division. Most of this training was hands-on with the Engineer's practicing setups for various objectives at several buildings throughout Dover. Initial vehicle placement by trained operator's is an extremely critical skill set, as once the hoses and equipment are deployed around the vehicles, moving any vehicle like an engine or aerial ladder truck mid-fire becomes a difficult production and, in some cases, is impossible.

The photos below show two different setups by different Engineer's at the Microtel at Week's Crossing. A big thank you to the properties that allowed this training to happen, including the Microtel, Measured Progress, and Dover Housing Authority.

Division Chief of Safety and Training Michael "Micky" Drouin spent two weeks in September at the National Fire Academy in Emmitsburg, Maryland learning the latest Fire Investigation Techniques. The Fire Investigation Essentials R0206 class is a 10-day course that utilizes the best practices in the fire investigation profession to instruct students in the science and techniques of modern fire investigation. The course uses National Fire Protection Association (NFPA) 921, Guide for Fire and Explosion Investigations and NFPA 1033, Standard for Professional Qualifications for Fire Investigator, along with other texts and references to provide comprehensive instruction for the adult learner. The course content is designed to meet or exceed the applicable sections of NFPA 1033, Standard for Professional Qualifications for Fire Investigator. DC Drouin, who oversees Fire & Rescue's fire Investigation team, will use the information learned to guide the team during its investigations. The R0206 class is one of the most sought-after classes across the nation by the fire service and DC Drouin's attendance culminated 3 years of attempts to get into the class as demand from across the nation far exceeds the available supply of classroom seats. In this class, students investigated actual fires that had been ignited in mockup buildings and spent time, causing everyday appliances to fail, resulting in a fire start.

Assistant Chief of Operations Michael McShane also attended the National Fire Academy in September, completing the 6-Day Command and Control Decision-Making at Multiple Alarm Incidents R0297 class. This simulation-intensive six-day course focuses on the command officer's responsibility while conducting major operations involving multialarm units. Emphasis is placed on rapid fireground decision-making, advanced incident command, command and control, safety, personnel accountability, and communications. Fire department emergencies involving multifamily occupancies, hotels, commercial occupancies, large shopping malls, railroads, Wildland, and high-rise are just some of the incidents that are simulated.

Attendance at the National Fire Academy is free except for the mandatory requirement to purchase a meal plan while staying at the NFA campus.

Also in September, a chainsaw operation and safety class was held with a number of employees attending from both Fire & Rescue and Community Services. This class was taught by Primex and involved a classroom and practical portion where students focused on being safe while felling and clearing trees.

Sergeant Tarmey was assigned to coordinate defensive tactics training for the department's yearly refresher course during the month of September. Additionally, Sergeant Tarmey conducted firearms training for the entire department on newly issued holsters and lights.

From September 17-21, 2018, Officer Matthew Harnish attended Firearms Instructor training held at Police Standards & Training in Concord, NH. This class leads to certification as a pistol instructor.

From September 19-21, 2018, Officers Adam Gaudreault and Matt Brown attended Ground Fighting Techniques held at the police academy in Concord, NH. This class is for experienced officers who wish to build on the skills and techniques they learned while in the academy. Training included what to do if you are knocked off your feet in a confrontation and when it may be tactically advantageous to take to the ground in a confrontation.

On September 20, 2018, Officers Jim Yerardi and Paul Levin attended Stevens Advanced Driver training held in Hillsboro, NH. This training gives instruction on operating emergency vehicles in a safe and effective way.

Officer Greg Turner attended Below 100 – Core Presentation. The purpose of this training is to focus on safe driving, safety equipment and officer awareness.

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

-Aristotle

IT, HR and the City Manager's Office began training on the new Human Resources and Reporting software recently purchased.

All officers participated in SPOTS certification in order to continue to be able to access criminal and motor vehicle records maintained by the NH State Police and the FBI.

All officers participated in firearms training in September. This month featured skill builders on the range as well as training with the newly purchased mounted lights on their handguns. New holsters come with the lights mounted on the firearms, so officers needed to show proficiency with the firearm with the light attached and the holster before using them on duty.

Chief Breault, Captain Terlemezian, Captain Gould, Lieutenant Dolleman, and Sergeant Mark Nadeau attended a conference on "Mental Health Awareness and Law Enforcement Perspectives" at Wentworth Douglass Hospital.

On September 28, 2018, Chief Breault recognized Officer Volpe, Officer Glowacki and Lieutenant Martinelli for receiving the Department's Exceptional Service Award. In July all three officers responded to a domestic disturbance that involved an aggressive woman who had taken significant steps in an attempt to set fire to a building. Officer Volpe was able to subdue the woman while Officer Glowacki and Lieutenant Martinelli quickly breached a door and rescued a man who was inside the smoked filled building. The quick action of all three officers kept the incident from become disastrous.

Pictured from left to right are Officer Volpe, Lieutenant Martinelli, and Officer Glowacki.

On September 24, 2018, several officers received awards from the New Hampshire Fire & Emergency Medical Services Committee of Merit. Officer Cooper and Captain Gould received a Unit Citation for their part in the November rescue of a distraught woman who was attempting to jump from the General Sullivan Bridge. Officer Letendre, Officer Mitrushi, Officer Harnish, Officer Brown and Sergeant Anderson received a Unit Citation for their quick response to and assistance at the December Edgar Boise Terrace fire.

In this photo, Officer Cooper receives her award from the New Hampshire Fire & Emergency Medical Services Committee of Merit

October 2018 Anniversaries

EMPLOYEE	DEPT/DIVISION	YEARS OF SERVICE			
Green, George	Public Works	31			
Boston, Kerry Anne	Police	25			
Jacques, Christopher J	Fire	23			
Bird, Steven L	Planning	21			
Nelson, John R	Police	21			
Hoffman, Joshua R	Fire	20			
Murch, Michelle L	Police	19			
Hoyt, Edward J	Fire	17			
Conway, Lynn M	Fire	14			
Pappajohn, Stephen G	Police	12			
Lavertu, Karen S	Finance	11			
Salantri, Lyndsay	Police	11			
McLean, Matthew M	Fire	8			
Reardon, Brent A	Public Works	8			
Mask, Sean T	Police	7			
Goard, Nathan J	Police	4			
Brooks, Michael A	Public Works	2			
Usbelger, Nancy A	Planning	1			

Fire & Rescue along with the Dover Police Department were recognized for performance above and beyond at three emergencies at the 27th Annual Fire & EMS Awards and Recognition Presentation. Two medals of valor and two-unit citations were awarded to numerous Fire and Rescue and Police Department members who participated in the outcome of those three incidents. All will be recognized at an upcoming City Council meeting, scheduled in November!


New Hampshire Fire & Emergency Medical Services

Committee of Merit

presents the...

27th Annual

Fire Service &

Emergency Medical Services

Awards & Recognition Presentation

Monday, September 24, 2018 at 6:30PM

Concord City Auditorium, 2 Prince Street

Concord, New Hampshire

Congratulations to Captain Jacques, who was given the Class 3 Medal of Valor. Captain Jacques while off duty, provided medical care to a motorcyclist after an accident on the Spaulding Turnpike, at extreme risk to himself in the roadway of moving traffic.

Dave Camire was given the Class 2 Medal of Valor for his role in repelling down to a bridge abutment on the General Sullivan Bridge to a suicidal subject.

The other members who responded which included Craig Chabot, Anthony Colarusso, Robert Downs, Michael Drouin, David Golding, Paul Haas, Eric Hagman, Josh Hoffman, Hunter Holt, Brian Jacques, Scott Orringer, Benjamin Roesch, Patrick Simmons, Dale Spainhower, and Stephen Thurnstrom earned unit citations for their roles, as did Bill Breault, Juel Cooper, and Brad Gould from the Police Department.

Additionally, the following members were recognized for their role in the Edgar Bois Terrace Elderly Housing Complex Fire last December 30th and pictured below. During this fire, the occupants adjacent to and above the fire apartment, didn't want to leave because of the minus ten degree temperature at the time, requiring some of the responding crews to be diverted from putting the fire out, to search and removal of those other occupants as the fire spread. Honored for performance that night were Matt Adams, Ryan Chase, David Corrocran, Shawn Croteau, Robert Downs, David Golding, Josh Hoffman, Hunter Holt, Chris Jacques, Beth Mason, Pat Moynihan, Jeff Nelson, Benjamin Roesch, Dale Spainhower, Stephen Thurnstrom along with Linda Anderson, Matthew Brown, Matthew Harnish, Ronald Letendre and Alexander Mitrushi from the Police Department.

On September 15th three members of Dover Youth to Youth provided a 30-minute presentation to the Margery Sullivan Chapter of the Daughters of the American Revolution at their September meeting held at the Dover Public Library. At the conclusion of the presentation, DAR Chapter Regent Christine Drown presented Dover Youth to Youth with a certificate of award for "Excellence in Community Service" and a donation from the Chapter of $50.00.

Members of Dover Youth to Youth shown receiving an award for "Excellence in Community Service" from the Daughters of the American Revolution, at their September meeting at the Dover Library.

William Boulanger, Deputy Director, attended the Ultimate Toolbox Workshop sponsored by New Hampshire Public Works Mutual Aid. This workshop was held in Pembroke, NH.

William Boulanger, Deputy Director, and Jason Lavoie, Utilities Foreman, attended the 2018 Annual Conference and Exhibit sponsored by the New England Water Environment Association. This conference was held in Boxboro, MA.

William Boulanger, Deputy Director, and Joseph Boucher, Public Works Supervisor, attended the NH Salt Symposium sponsored by the Snow and Ice Management Association. This course was held in Concord, NH.

Tom Chapman, Pump Station Operator III, and Jamie Stevens, Pump Station Operator II, attended Operator Field Day sponsored by the New Hampshire Water Works Association. This event was held in Sunapee, NH.

William Boulanger, Deputy Director, attended a Technical Meeting sponsored by the New Hampshire Public Works Association. This meeting was held in Concord, NH.

Mike Barham, Truck Driver, Alan Mandigo, Heavy Equipment Operator, Kevin Muirhead, Maintenance Mechanic, Ryan Neenan, Truck Driver, Ross Roy, Truck Driver, Jamie Stevens, Pump Station Operator II, Kevin Sullivan, Maintenance Mechanic, and Eddie Young, Truck Driver, attended the Collection System: Operation and Maintenance course sponsored by the North East Water and Wastewater Training Associates. At the end of this three day course, the attendees took the Collection System Voluntary Certification Exam sponsored by the New England Water Environment Association. The course and exam were held in Dover, NH.

William Purpura, Inventory Coordinator, attended the Using Unidirectional Flushing as a Distribution Tool course sponsored by the New England Water Works Association. This course was held in Franklin, NH.

Casey Mitchell, Waste Water Treatment Plant Operator I, attended the Line Detection and Leak Detection course sponsored by the Granite State Rural Water Association. This course was held in Canaan, NH.

Sustainability-Focused Outcomes

6

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

The Planning and Community Development Department, worked with Finance, Legal and Community Services staff to finalize draft Power Purchase Agreements for installation of solar panels at the Indoor Pool and Dover High School. These two projects are proposed to be completed with ReVision Energy. A final version of the DHS Power Purchase Agreements was signed in September. Moving forward, Planning Staff is transitioning its role to the SAU for installation oversight. In the meantime, Planning and Legal staff continued to work with stakeholders to understand the impacts of the project and plan for a successful completion.

Assistant City Planner Piekut and the Energy Commission met with a Concord City Councilor to discuss Concord's plan to transition to 100% renewable electricity sources by 2030 and all fuel sources by 2050.

Planning and Community Development and Community Services staff continued to work with Gaia Energy to study City owned buildings and property to see identify opportunities for solar panels beyond the high school and indoor pool projects. Work in September included reviewing impacts of legislation passed in 2018, and reviewing options for alternatives on City property, including learning what the cities of Lebanon, Concord and Londonderry are implementing.

2018-2019 City Council Goals:

7

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

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

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

These updates have been notated

Goal 1: Sustain Long-Term Economic Development

a. Support Cochecho Waterfront Development Advisory Committee (CWDAC) for needed permitting, municipal infrastructure work and creation of development agreements.

b. Establish by June 30, 2018 a Rezoning Committee to research, review and recommend areas to be rezoned – CWDAC & Planning Board.

c. Continue to develop relationships with school district, higher education and local businesses for workforce development.

d. Continue to support and maintain initiatives to sustain affordable housing.

Goal 2: Communication & Engagement

a. Should the City have a Chief Informational Officer? Responsible for crafting City messages, summarizing complex information into simple bites across multi-media. Tracking what is being said by public – newspaper, social media, website and crafting messages to respond/counteract. Get ahead of issues – budget. Getting people signed up for message platforms.

b. Gain better understanding and utilize various media platforms to disseminate City information and messages. Facebook, Twitter, Instagram, newspapers, YouTube, live streaming, email. Are there existing pathways to communicate information? W/S bills, Dover Dowlonad, Channel 22. Use of interns (UNH)

Goal 3: Execute Strategic Plans and Infrastructure Priorities

a. By October, 2018, and then annually, review and update existing Strategic Plan and CIP.

b. By December 2018, City Council prioritizes infrastructure needs: Environmental, Historic/Cultural resources, Technology.

c. By May 2019 and then annually, City Council passes individual department appropriations for infrastructure improvements and innovations.

Goal 4: Health & Safety

a. City Manager working with department heads to define Dover's role in encouraging quality healthcare for all citizens.

b. Council to support continued high-quality public health and safety services through budgeting process, annually.

c. Planning to execute on strategies included in the City's Master Plan (Climate Chapter) – annually

d. Identify and invest in organizations who are in Dover to help and protect our citizens well-being for FY20, CDBG or other.

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

a. Investigate opportunities for shared services across City & School.

b. Investigate pathways for implementation including barriers and roles for staff/policymakers (acknowledge need for independence). Who: Manager and Superintendent or joint small group. What: Report at Oct 2018 JFC (>6 months)

c. Communication: Unified (where appropriate) messages, shared vision, messaging about success together, community benefit overall. Policymaker to policymaker-establish 2x2 City Council / School Board (two way); Staff to staff: Manager & Superintendent (two-way); Policymaker to community (two-way); Primary and secondary schools, City, businesses, non-profits, residents, post-secondary; GBCC and UNH, etc – two way – overarching goal to all engage better.

d. Community Event at new high school/Career Technical Center (CTC) to explore opportunities to connect across all parts of the City and identify partnership opportunities.

Goal 1: Sustain Long-Term Economic Development

e. Support Cochecho Waterfront Development Advisory Committee (CWDAC) for needed permitting, municipal infrastructure work and creation of development agreements.

J. MICHAEL JOYAL, JR.
CITY MANAGER

JOINT MEETING OF THE CITY COUNCIL AND PLANNING BOARD MINUTES

CITY OF DOVER

Meeting Type:	Workshop Session
Meeting Location:	McConnell Center, Room 305
Meeting Date:	**Wednesday, October 03, 2018**
Meeting Time:	**7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Planning Board Member Torr led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

City Council Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gasses, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.
Planning Board Present: J.Burdin, T.Donovan, D.Landry, L.Skinner, F.Torr, and D.White.
Absent: Councilor Keane, Planning Board Members K.Schuman, G.Cruikshank, H.Harmon.

5. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Economic Development Director Daniel Barufaldi: He spoke in support of increasing the CIP project for Enterprise Park II.

Dusty Dietterle, 89 Park Street: She spoke in support of updating the Solid Waste Ordinance.

Timothy Dargan, Dover Business and Industrial Development Authority Chairperson: He spoke in support of increasing the CIP project for Enterprise Park II.

Scott Johnson, Dover Business and Industrial Development Authority: He spoke in support of increasing the CIP project for Enterprise Park II.

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

6. DISCUSSIONS

A. FISCAL YEARS 2020-2025 CAPITAL IMPROVEMENTS PROGRAM (CIP) PRESENTATION

Assistant City Manager Parker showed a video regarding the Proposed CIP projects.
He referred to the Proposed CIP book and highlighted a several areas.

B. SOLID WASTE ORDINANCE – RODENT CONTROL RECOMMENDATIONS

Fire Chief Hagman gave an overview of the rodent problem in the City.
Community Services Director Storer gave an overview of possible solutions to the rodent problem in the City.
Assistant City Manager Parker gave an overview of the City's plan in the future to maintain the rodent problem in the City.

7. ADJOURNMENT

Councilor Muffett-Lipinski moved to adjourn; seconded by Councilor Shanahan.
Vote: Unanimous.

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Thibodeaux led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gasses, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.
Absent: Councilor Keane.
Also Present: City Manager Joyal, City Attorney Blenkinsop, and Acting City Clerk Mistretta.

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add as Item #13.B.4.: Fiscal Year 2019 Transfer of Appropriation Dover 400th Anniversary – General Fund.
Deputy Mayor Carrier moved to approve the Agenda as amended.
Vote: 8/0.

7. PUBLIC HEARINGS

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

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

B. APPROPRIATION FOR INDOOR POOL BOILER AND WATER SYSTEM AND B17003 ADDITIONAL SCOPE OF WORK SIEMENS INDUSTRIES INC.
SPONSORED BY MAYOR WESTON BY REQUEST

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

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

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

8. CITIZEN'S FORUM

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

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing.
Councilor Thibodeaux started a discussion regarding a Fire Complaint referenced on Page 2 of the City Manager's Report.
City Attorney Blenkinsop gave an overview regarding the complaint.
Deputy Mayor Carrier asked about the response to the new parking spots in front of the Public Library.
City Manager Joyal said on the whole it's been received positively. He said it addressed the need for parking, and also American Disability Act (ADA) and drainage concerns
Deputy Mayor Carrier moved to accept the City Manager's Report; seconded by Councilor Muffett-Lipinski.
Deputy Mayor Carrier asked about the status of the vestibule area in City Hall.
City Manager Joyal said his understanding is the contractor should be finishing up in the next few weeks.
Councilor Thibodeaux spoke about her concerns of rain and snow falling in front of the door.
City Manager Joyal said there is a gutter system in place to divert the water, and plans for clips to stop the snow and allowing it to melt. During a big storm the City will have to clear it.
Vote: 8/0.

10. APPROVAL OF MINUTES

A. September 26, 2018 – Regular Meeting

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

11. MAYOR'S REPORT

Mayor Weston said she attended the groundbreaking for a Habitat for Humanity house. She spoke about the very successful Apple Harvest Festival.

City Manager Joyal added to the Manager's Report. He recognized Cathy Beaudoin, Library Director, for being recognized as the Librarian of the Year.

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

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

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

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

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

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

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

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

COMMITTEE REPORTS

1. **School Board**
2. **Planning Board**
3. **400th Anniversary Committee**
4. **Appointments Committee**
5. Arena Commission
6. **Arts Commission**
7. Conservation Commission
8. 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 for the adoption of the Consent Calendar; seconded by Councilor Ciotti.
Mayor Weston pulled the Committee Reports 1-6, and asked for a roll call vote on the remaining items on the Consent Calendar.
Roll Call Vote: 8/0.

Councilor Muffett-Lipinski gave an overview of the School Board Report to the Council.
Deputy Mayor Carrier moved to accept the School Board Report; seconded by Councilor Shanahan.
Vote: 8/0.

Councilor Ciotti gave an overview of the Planning Board Report to the Council.
Deputy Mayor Carrier moved to accept the Planning Board Report; seconded by Councilor Muffett-Lipinski.
Vote: 8/0.

Mayor Weston and Deputy Mayor Carrier gave an overview of the Dover 400th Anniversary Committee to the Council. They spoke about fundraising efforts, T-shirts for sale, and the Committee's email: Dover400-All@dover.nh.gov.
Deputy Mayor Carrier moved to accept the Dover 400th Anniversary Committee Report; seconded by Councilor Shanahan.
Vote: 8/0.

Deputy Mayor Carrier gave an overview of the Appointments Committee Report to the Council. He added that the Greater Dover Chamber of Commerce's Leadership Academy is starting soon.
Deputy Mayor Carrier moved to accept the Appointments Committee Report; seconded by Councilor Ciotti.
Vote: 8/0.

Councilor Shanahan gave an overview of the Arts Commission Report to the Council.
Deputy Mayor Carrier moved to accept the Arts Commission Report; seconded by Councilor Muffett-Lipinski.
Vote: 8/0.

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

Deputy Mayor Carrier moved to refer to a Public Hearing on November 14, 2018; seconded by Councilor Thibodeaux.
Vote: 8/0.

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

   Deputy Mayor Carrier moved to refer to a Public Hearing on November 14, 2018; seconded by Councilor Thibodeaux.
   Vote: 8/0.

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

   Deputy Mayor Carrier moved to refer to a Public Hearing on November 14, 2018; seconded by Councilor Thibodeaux.
   Vote: 8/0.

4. **FISCAL YEAR 2019 TRANSFER OF APPROPRIATION DOVER 400TH ANNIVERSARY – GENERAL FUND**
   SPONSORED BY MAYOR WESTON BY REQUEST

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

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Thibodeaux talked about her hometown's International Rice Festival.

Councilor Ciotti talked about issues and emails he's been receiving and the positive comments about the City staff's response.

Mayor Weston said the Joint Fiscal Committee will be held on October 24, 2018 at 5:00 pm. She asked people to contact her at k.weston@dover.nh.gov to order a T-shirt.

Deputy Mayor Carrier spoke about the Habitat for Humanity being purchase from the School and how the funds, $40,000, was going towards the Career Technical Center. He also reminded the Councilor and citizens that Friday, October 12th, 1:00 pm to 3:00 pm is the Dover High School Dedication Ceremony.

16. ADJOURN

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

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2018.10.24 – 140**
Resolution Re: Broadway Railroad Culvert Engineering Services Amendment III

WHEREAS: A Sealed Request for Proposal B99057 was issued and received for consulting services for the design of a culvert replacement at the railroad section of Broadway in March 1999. In 2004 the project was revisited and due to negotiations with railroad company the project was not completed; and

WHEREAS: Ten replies were received on the RFP with six being No Bids. The remaining four were evaluated and SEA Consultants, Inc (now known as Kleinfelder Northeast, Inc) was awarded via council resolution R-2015.09.23-124 in the amount of $43,800.00. The City received a SRF LOAN from NHDES to assist with the cost and the vendor proceeded with updating the plans and specifications for bidding out this work. In June 2016 the city received Amendment I in the amount of $24,700.00 for additional design services. Kleinfelder Northeast, Inc also submitted Amendment II in the amount of $37,400.00 for additional design services. Both were approved via council resolution R-2017.11.08-164; and

WHEREAS: Kleinfelder Northeast, Inc has recently submitted Amendment # III in the amount of $293,300 for construction administration and oversight services. It is the recommendation to increase the contract by this amount making new total contract in the amount of $399,200.00.

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

The Purchasing Agent is hereby authorized to issue an amendment to the Purchase Order to Kleinfelder Northeast, Inc of Cambridge MA for construction administration and oversight services in the amount of $293,300.00. 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**
4016.1.300.43121.4751.03140.16	Broadway Improvements	2,000,000	1,886,268

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.A.1.
	Resolution Number: **R – 2018.10.24 – 140**
	Resolution Re: Broadway Railroad Culvert Engineering Services Amendment III

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

CITY OF DOVER	**CITY OF DOVER - RESOLUTION**
	Agenda Item#: 13.A.1.
	Resolution Number: **R – 2018.10.24 – 140**
	Resolution Re: Broadway Railroad Culvert Engineering Services Amendment III

RESOLUTION BACKGROUND MATERIAL:
The city intends to construct drain pipe beneath an embankment of an active railway.

Task	Description	original	I	II	III
1	Update stormwater model & design flows	7,000.00			
2	Update base mapping. including survey svs	4,300.00	(200.00)		
3	Permitting	8,500.00		12,100.00	
4	Easements includes surveys	7,200.00	(2,500.00)	7,600.00	
5	Update bid documents	13,800.00		14,000.00	
6	Pan Am Railway Coordination	3,000.00	7,900.00	3,700.00	
7	Contractor prequalification tasks		10,000.00		
8	Bidding assistance		9,500.00		
9	Construction Admin/Oversight				92,750.00
10	Resident Project Representative				181,500.00
11	Post-Construction Services				10,900.00
12	Record Drawings				7,800.00
	Total Cost	43,800.00	24,700.00	37,400.00	**293,300.00**
	Contract total	43,800.00	68,500.00	105,900.00	**399,200.00**

Bid Information:
A Sealed Request for Proposal B99057 was issued and received for consulting services for the design of culvert replacement at the railroad section of Broadway in March 1999.

Award Information:
A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution. Approval of the amendment is also required by NHDES to remain eligible for continued SRF funding.

Purchasing Information:

Type:	Purchase Order	**Advertised:**	Yes
Invitations Mailed:	na	**Number of Responses:**	4 and 6 NB
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:	Kleinfelder Northeast Inc	**Fund:**	CIP
Other Approvals Required:	Yes NH DES	**References Checked:**	Satisfactory
Previously Worked for City:	Yes	**Reason for Council Approval:**	Purchase to exceed the $25,000 amount requiring Council approval

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2018.10.24 – 141**
Resolution Re: **B19018 Winter Sand**

WHEREAS: The sealed Request for Bid B19018 was received for Winter Sand on October 9, 2018 at 2:30 p.m. The City requested pricing for qualified vendors to provide Winter Sand; and

WHEREAS: The City received pricing from two vendors of which product and pricing was evaluated. It is the recommendation to accept the proposal submitted by Brox Industries for winter sand to be delivered at the rate of $16.95 or the City can pick up for $12.55 per cubic yard.

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 Parent Sand & Gravel for Winter Sand given the rates provided in conjunction with B19018. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43125.4612.00000.00	CS Snow Removal Operating Supplies	250,205.00	24,343.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch, Finance Director

Sponsored by: Mayor Karen Weston, By Request

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

Recorded by: Susan Mistretta, Acting City Clerk

CITY OF DOVER	CITY OF DOVER - RESOLUTION
	Agenda Item#: 13.A.2.
	Resolution Number: **R – 2018.10.24 – 141**
	Resolution Re: **B19018 Winter Sand**

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 - RESOLUTION

CITY OF DOVER

Agenda Item#: 13.A.2.

Resolution Number: **R – 2018.10.24 – 141**
Resolution Re: **B19018 Winter Sand**

RESOLUTION BACKGROUND MATERIAL:

During a tough winter season the City might use as much as 2,000 cubic yards of sand to increase traction on icy roads and sidewalks. The Highway Supervisor has inspected the proposed sand and is satisfied it will meet the City's requirements.

Winter Sand as specified shall be clean, dry sand of hard, durable, sharp-grained particles free from vegetable or organic matter, lumps, or balls of clay or other deleterious substances.

The gradation shall meet the grading requirements as follows:

- 3/8 inch 100%
- #4 80-100%
- #50 0-35%
- #200 0-3%

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 Mailed:	133	**Number of Responses:**	2
Warranty:	None	**Terms:**	Net 30, FOB Dover
Work Bonded:	NA	**Contract:**	Yes
Prices will hold for:	One year	**Estimated Delivery:**	As needed
Recommended Award to:	Brox Industries	**Fund:**	Snow Removal
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

Bid Documents and Vendor Lists

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.10.10 – 142**
Resolution Re: B19014 Six Wheel Dump Trucks with Equipment

WHEREAS: A Sealed Request for Bid B19014 was issued and received for two new Six Wheel Dump Trucks with Plowing and Sanding Equipment on September 25, 2018 at 2:00 pm. The request stated the city would purchase one unit now and the second contingent upon approval of the CIP this fall; and

WHEREAS: The City received three replies with varying rates and manufacturer's equipment. After careful evaluation by the City's fleet manager, it is the recommendation to award Unit One in the amount of $169,357.00 to low bidder Freightliner of New Hampshire; and

WHEREAS: It is the recommendation to award Unit Two in the same amount, **contingent** upon the FY20 CIP approval authorizing the appropriation in the Fleet Heavy Equipment account.

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 Freightliner of New England of Londonderry, NH for a new Six Wheel Dump Truck and Equipment at rates provided in conjunction with Bid B19014. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	**Description**	**Appropriation**	**Balance**
4018.1.300.43121.4743.03110.18	CS Heavy Vehciles	$200,000	$45,304
4019.1.300.43121.4743.03110.19	CS Heavy Vehciles	$200,000	$200,000
4020.1.300.43121.4743.03110.20	CS Heavy Vehciles	Contingent upon CIP approval	

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 - RESOLUTION

CITY OF DOVER

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.10.10 – 142**
Resolution Re: B19014 Six Wheel Dump Trucks with Equipment

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 - RESOLUTION

CITY OF DOVER

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.10.10 – 142**
Resolution Re: B19014 Six Wheel Dump Trucks with Equipment

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested pricing and availability of a new Six Wheel Dump Truck and equipment configured for snow removal operations. The unit specified was for a single rear axle dump truck with front plow and single wing with stainless steel dump body and stainless steel sander with liquid spray system. The City requested pricing to provide and install the equipment as specified. The City determined cost would not be the sole factor in awarding this request for bid, as functionality, operating cost and vendor proximity will be a consideration as well.

The City **also** requested pricing for a **second** unit (exactly the same) that would be purchased in January 2019 **contingent** upon the Dover City Council approval of the request for funding in the Capital Improvement Program in December 2018.

The first unit would replace a 1996 GMC top kick six wheel dump truck. The second unit would replace a 1999 International six wheel dump truck.

Bid Information:

A Sealed Request for Bid B19014 was issued and received for two new Six Wheel Dump Trucks with Plowing and Sanding Equipment on September 25, 2018 at 2:00 pm.

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

Purchasing Information:

Type:	Purchase Order	**Advertised:**	Yes
Invitations Emailed:	360	**Number of Responses:**	3
Warranty:	Per manufacturer	**Terms:**	Net 30, FOB Dover
Work Bonded:	No	**Contract:**	Yes
Prices will hold for:	Until delivered	**Estimated Delivery:**	Spring 2019
Recommended Award to:	Freightliner of NE	**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

Bid Documents and Vendor List

CITY OF DOVER	CITY OF DOVER - RESOLUTION
	Agenda Item#: 13.A.4.
	Resolution Number: **R – 2018.10.24 – 143**
	Resolution Re: B19010 Engineering Consultant for Chestnut Street Bridge Repairs

WHEREAS: A Sealed Request for Bid B19010 was issued and received for professional engineering services to evaluate and design bridge related repairs to the Chestnut Street Bridge on September 6, 2018 at 2:00 pm. A mandatory prebid meeting was conducted on August 22, 2108 with three firms attending; and

WHEREAS: Three firm's submitted with qualifications in one packet and cost proposals in a separate. Qualification packets were evaluated by a team of staff from the Community Services Division and cost proposals for the top two ranking firms were opened. Cost proposals were evaluated and discussions were conducted with each firm; and

WHEREAS: It is the recommendation to award this project to Gm2 of Concord NH at rates provided in the cost proposal in an amount not to exceed $44,257.40.

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 GM2 of Concord NH for engineering services for the Chestnut St Bridge at rates provided in conjunction with Bid B19010. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	**Description**	**Appropriation**	**Balance**
1000.1.300.43121.4752.00000	CS Streets / Bridges	100,000.00	100,000.00

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By Request
Approved as to Legal Form and Compliance:	Anthony Blenkinsop City Attorney		
Recorded by:	Susan Mistretta Acting City Clerk		

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2018.10.24 – 143**

Resolution Re: B19010 Engineering Consultant for Chestnut Street Bridge Repairs

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.		

Resolution Number: **R – 2018.10.24 – 143**
Resolution Re: B19010 Engineering Consultant for Chestnut Street Bridge Repairs

RESOLUTION BACKGROUND MATERIAL:

The City of Dover Community Services Department wishes to engage the professional services of a firm with experience in the evaluation and design of various bridge related items. During recent work on the bridge expansion joints on the Chestnut Street Bridge, the contractor noticed concrete delamination in the sidewalks. More recently the paved deck has shown some distress. The City wishes to engage a firm to evaluate the sidewalks and bridge deck and provide plans and specification for repairs/reconstruction.

Bid Information:

A Sealed Request for Bid B19010 was issued and received for professional engineering services to evaluate and design bridge related repairs to the Chestnut Street Bridge on September 6, 2018 at 2:00 pm.

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

Purchasing Information:

Type:	Purchase Order	**Advertised:**	Yes
Invitations Emailed:	359	**Number of Responses:**	3
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:	GM2	**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

[Bid Documents and Vendor Lists]

CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2018.10.24 – 144**
Resolution Re: City Hall Second Floor Wiring

WHEREAS: City Hall is currently under several renovation projects which started with the ground floor and proceeded to the first floor. With these locations just about complete, vendors have moved to the second floor. During construction it was determined this time would be the best time to update the voice, data and CCTV wiring on this the final stages of renovations. City staff had requested quotes from three vendors and received pricing back from two firms; and

WHEREAS: The low bid was submitted by Howard Systems LLC in the amount of $19,438.00. The City has utilized Howard Systems throughout city buildings for various voice, data and CCTV work over the past several years, including the City Hall ground and first floor; and

WHEREAS: Due to the timing of all 2nd floor offices being vacant, it is most advantages to award as outlined so that work may begin, therefore it is the recommendation to waive the sealed bid requirement and move forward with Howard Systems, LLC at rates provided.

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 Howard Systems LLC of Rochester NH for wiring services on the second floor of City Hall in the amount not to exceed $19,438.00. 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**
6100.1.550.49200.4725.09100.98	City Hall Improvements	70,000.00	27,028.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
Acting City Clerk

CITY OF DOVER - RESOLUTION

CITY OF DOVER

Agenda Item#: 13.A.5.

Resolution Number: **R – 2018.10.24 – 144**
Resolution Re: City Hall Second Floor Wiring

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

CITY OF DOVER	CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2018.10.24 – 144**
Resolution Re: City Hall Second Floor Wiring

RESOLUTION BACKGROUND MATERIAL:

Scope of work includes removal of existing low voltage cabling to include voice, data and CCTV. Howard systems will provide and install a four-post data rack with Vertical and Horizontal Wire Management.

Bid Information:
Three written quotes were requested and two were received. Howard Systems, LLC $19,438.00 and Connectivity Point $21,998.36.

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

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 Requested:	3	**Number of Responses:**	2
Warranty:	NA	**Terms:**	Net 30, FOB Dover
Work Bonded:	No	**Contract:**	Yes
Prices will hold for:	Until Completed	**Estimated Delivery:**	As needed
Recommended Award to:	Howard Systems LLC	**Fund:**	City Hall Improvements
Other Approvals Required:	No	**References Checked:**	Satisfactory
Previously Worked for City:	Yes	**Reason for Council Approval:**	Waive sealed bid solicitation process

CITY OF DOVER - RESOLUTION

CITY OF DOVER

Agenda Item#: 13.B.1.

Resolution Number: **R - 2018.10.24 – 145**
Resolution Re: **Parking Fee Schedule Update**

WHEREAS: The City Council adopted the FY2019 City of Dover Fee Schedule on May 2, 2018, and;

WHEREAS: The City regulates Parking fees, and;

WHEREAS: The City Council recently approved Ordinance changes in the parking code, and;

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

That the City Council authorizes changes to the Police Department section of the approved FY2019 Fee Schedule as follows:

Parking Permit Monthly Fees

DELETE	Belknap Lot (in its entirety)	
DELETE	Library Lot (in its entirety)	
DELETE	Locust Street Lot (in its entirety)	
DELETE	Chestnut Street Bridge (in its entirety)	
ADD	School Street (angled spaces)	$35/month/Business

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, 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 - 2018.10.24 – 145**
	Resolution Re: **Parking Fee Schedule Update**

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.		

RESOLUTION BACKGROUND MATERIAL:

Belknap Lot and School Street changes were recommended by the Parking Commission after a review of parking capacity and usage in those two locations. Library, Locust Street Lot and Chestnut Street Bridge changes mirror ordinance changes in the parking code which was approved by City Council October 10, 2018 via R-2018.09.26-010.

CITY OF DOVER - RESOLUTION

CITY OF DOVER

Agenda Item#: 13.B.2.

Resolution Number: **R – 2018.10.24 – 146**
Resolution Re: Reprogram Tanglewood Drive CIP Appropriation to Drainage System Improvement Projects

WHEREAS: On January 22, 2014 the City Council adopted the Debt Financing authorization for FY2015 CIP projects, which included $385,000 for Street Reconstruction Tanglewood Drive; and

WHEREAS: There is $368,650 of unexpended appropriations for the Tanglewood Drive reconstruction project and the project has been delayed due to no resolution on surveys; and

WHEREAS: The City has identified three areas that require immediate drainage system improvements and funding is needed for these drainage projects; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of $368,650.00 of unexpended appropriation is hereby reprogrammed from the identified Street Reconstruction Tanglewood Drive project to Drainage System Improvement projects as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4015.1.300.43121.4751.03177.15	Tanglewood Drive Reconstruction	368,650.00	(368,650.00)	0.00
4015.1.300.43155.4715.03xxx.15	Drainage System Improvements	0.00	368,650.00	368,650.00
	Total Available Funding	368,650.00	0.00	368,650.00

NOTE: This resolution reprograms unexpended bond proceeds and therefore 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 the 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.2.
	Resolution Number: **R – 2018.10.24 – 146**
	Resolution Re: Reprogram Tanglewood Drive CIP Appropriation to Drainage System Improvement 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.		

Resolution Number:	**R – 2018.10.24 – 146**
Resolution Re:	Reprogram Tanglewood Drive CIP Appropriation to Drainage System Improvement Projects

RESOLUTION BACKGROUND MATERIAL:

On January 22, 2014 the Dover City Council approved the FY15-FY20 six-year Capital Improvements Program (CIP), which included an appropriation in FY15 for the reconstruction of Tanglewood Drive.

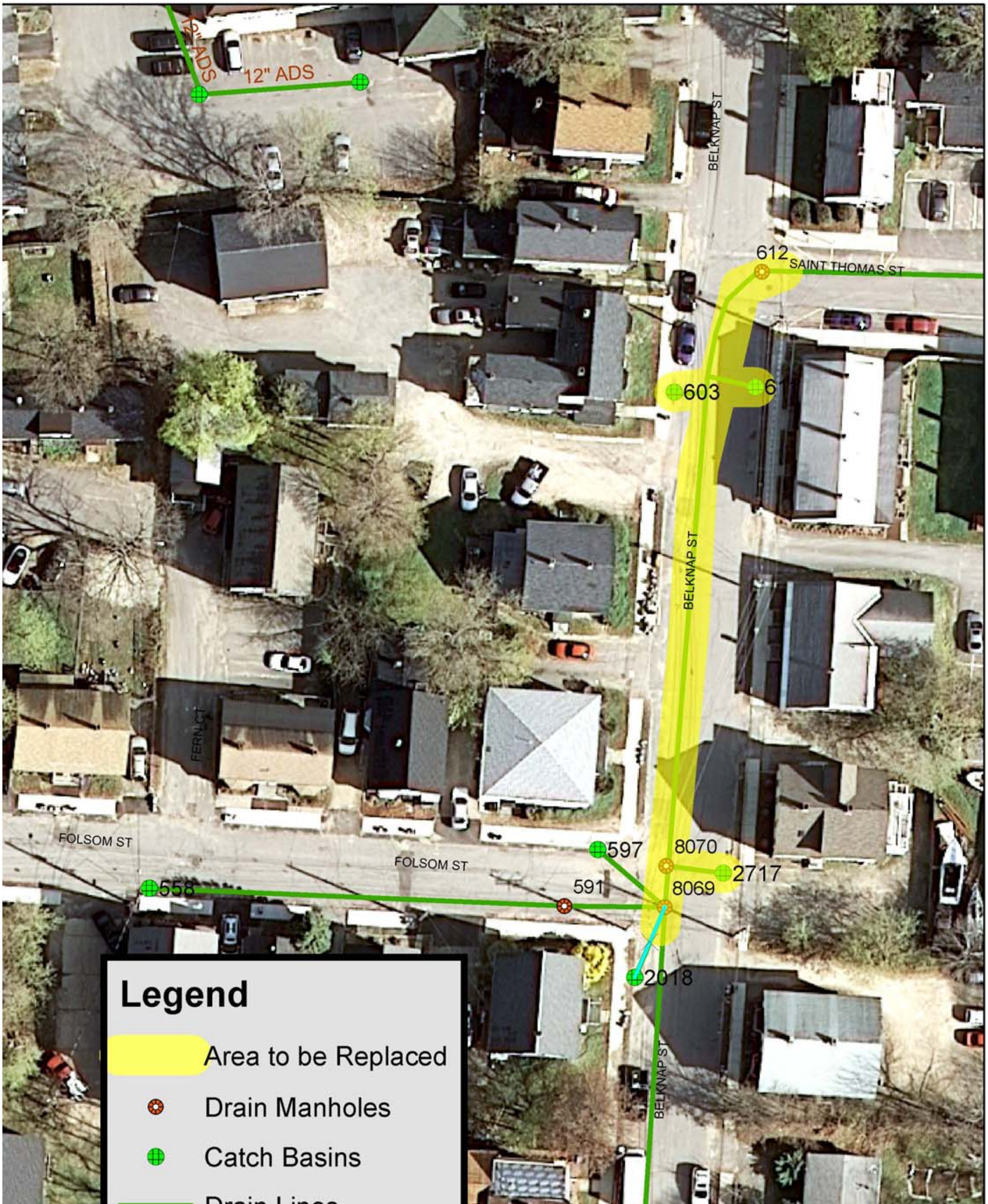
This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the reconstruction of Tanglewood Drive. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified Tanglewood Drive reconstruction project. This resolution reprograms funding from the identified Tanglewood Drive project to Drainage System Improvement projects.

Funding is needed for three (3) separate storm drainage projects that require immediate improvements to address three (3) separate collapsed storm drainage pipes. One is Locust/St Thomas; another lower Belknap; and the last one is a cross-country segment at Mt Vernon. There are diagrams/sketches attached to this resolution for each identified drainage project. .

- Approximately 600 linear feet of new 24-inch diameter storm drainage piping on Locust Street & St Thomas.
- Approximately 375 linear feet of new 24-inch diameter storm drainage piping to connect Mt Vernon to Grove Street
- Approximately 600 linear feet of new 18-inch diameter storm drainage piping along lower Belknap Street.

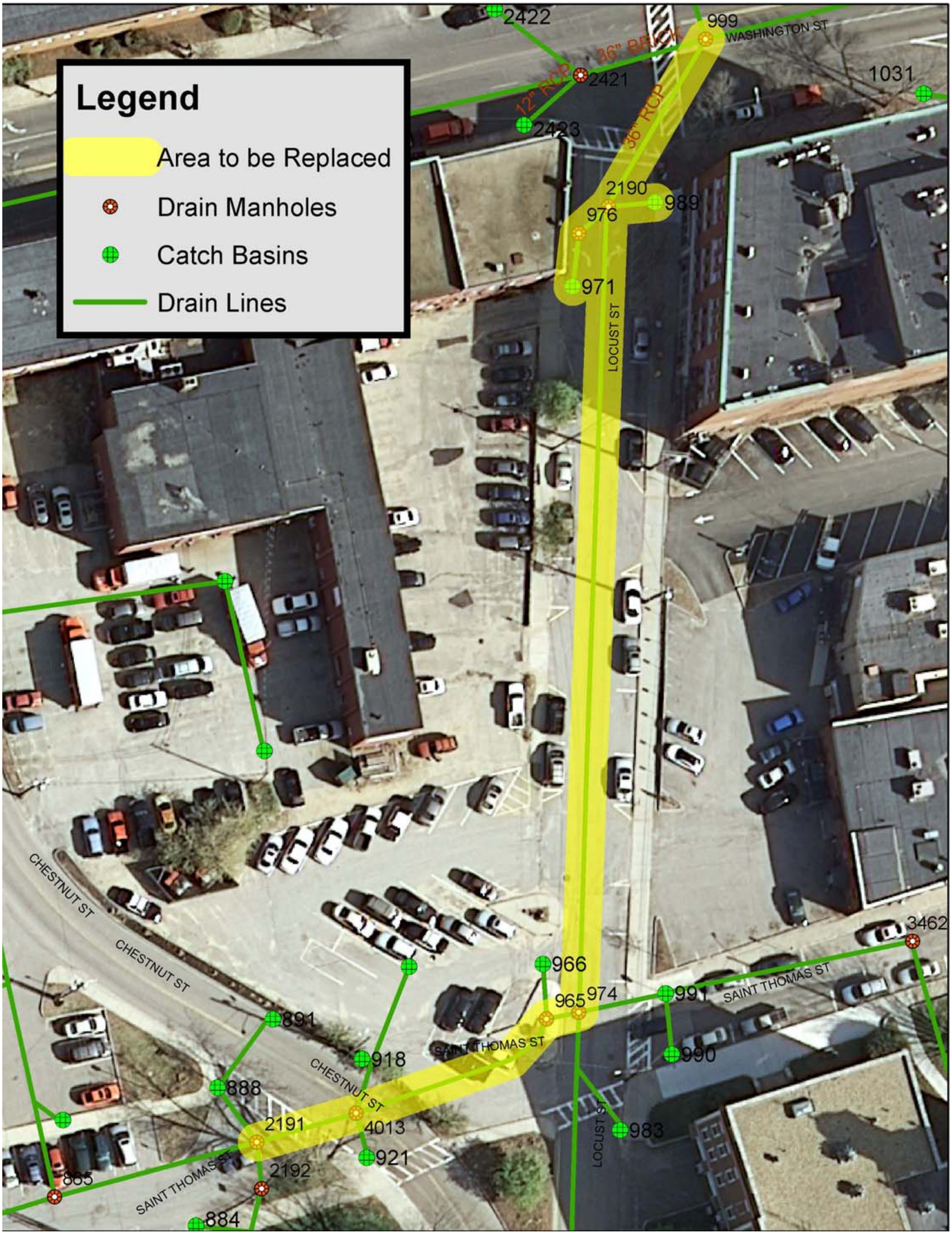
There will be miscellaneous drainage structures added and work will include pavement restoration.

These three drainage projects require funding in excess of the annual Drainage System Improvements funding of $150,000 contained within the operating budget. Since these three areas are pressing issues, City administration determined reprogramming the available appropriations from the Tanglewood Drive project because there is no resolution on survey/legal items to allow the City to proceed with the Tanglewood Drive project.



12" ADS
12" ADS
BELKNAP ST
612
SAINT THOMAS ST
603
BELKNAP ST
FERN CT
FOLSOM ST
FOLSOM ST
597
8070
2717
558
591
8069
2018
BELKNAP ST
Legend
Area to be Replaced
Drain Manholes
Catch Basins
Drain Lines

HOUGH ST
HOUGH ST
HOUGH ST
MOUNT VERNON ST
MOUNT VERNON ST
GROVE ST
2433
646
659
2432
654
2431
714
767
2801
777
2005
776
640
634
637
7345
641
760
4009
2006
Legend
Area to be Replaced
Drain Manholes
Catch Basins
Drain Lines



Legend
Area to be Replaced
Drain Manholes
Catch Basins
Drain Lines
WASHINGTON ST
36" BRICK
36" RCP
12" RCP
LOCUST ST
SAINT THOMAS ST
CHESTNUT ST
2422
999
2421
1031
2423
2190
989
976
971
3462
966
965
974
991
891
918
990
888
4013
2191
983
921
2192
885
884

CITY OF DOVER	CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2018.10.24 – 011
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 57 Schedule J. Limited Time Parking
59 Schedule L. Parking Meter Zones
60 Schedule M. Business Parking Permit Zones

The City of Dover Ordains:

1. **PURPOSE**
The purpose of this ordinance is to amend Schedule J. Limited Time Parking, Schedule L. Parking Meter Zones and Schedule M. Business Parking Permit Zones.

2. **AMENDMENT**
Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-57.D. SCHEDULE J. Limited Time Parking to add in the Transportation Center Lot as follows:

D. 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 fifteen (15) minutes in the following described locations: **[Amended on 8-24-2015 by Ord. No. 2015.07.08-015; Amended on 12-09- 2015 by Ord. No. 2015.10.28-029]**

STREET	LOCATION
Green Street	Two (2) spaces on northerly side in front of Waldron Towers
Orchard Street	Two (2) posted spaces in front of 40 Chestnut Street (Cochecho Park Apartments)
Orchard Street	Two (2) posted spaces in the northeast corner of the lot
Transportation Center Lot 33 Chestnut Street	Six (6) spaces westerly from terminal building in the row closest to the railroad tracks

3. **AMENDMENT**
Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-59 SCHEDULE L: Parking Meter Zones to amend Orchard Street Parking Garage as follows:

166-59. SCHEDULE L: Parking Meter Zones. [Added on 04-22-2015 by Ord. No. 2015.04.22-012]

Orchard Street Parking Garage **[Amended on 12-26-2016 by Ord. No. 2016.10.12-013]**	All public parking areas within the parking structure which is south of Orchard Street, between Chestnut Street and Central Avenue, not including the three (3) posted Police Station visitor spaces on the first floor of the parking garage unless otherwise posted

4. **AMENDMENT**
Chapter 166 entitled "Vehicles and Traffic" is hereby amended by revising Section 166-60 SCHEDULE M: Business Parking Permit Zones by deleting the Belknap Lot as follows:

166-60. SCHEDULE M: Business Parking Permit Zones. [Added on 05.25.2016 by Ord. No. 2016.05.11-007]

The following parking lots/areas are authorized for permit parking as authorized by Section 166-23 Business Parking Permit Program unless otherwise restricted:

PARKING LOTS	
~~Belknap Lot~~	
Chestnut Street Lot	
Orchard Street Parking Garage	Spaces designated by the Chief of Police
Orchard Street Lot	
Portland Avenue (Grimes) Lot	
River Street Lot	
Third Street Lot	

Transportation Center Lot	

PARKING AREAS	
Chapel Street	Southerly side, from the intersection of Main Street easterly to the intersection with Mechanic Street
First Street	Northerly side – City controlled areas
Green Street	Both sides, from the intersection with Fayette Street westerly, then southerly to the intersection with Washington Street
Henry Law Avenue	Easterly side, from Washington Street southerly to River Street
Kirkland Street	Northerly side, from the intersection with Central Avenue westerly to the intersection with Locust Street
Main Street	Westerly side, from the intersection with Washington Street northerly to the intersection with School Street
Second Street	Both sides, from the driveway between 20 and 22 Second Street westerly to Chestnut Street
School Street	Angled spaces adjacent to School Street Parking Lot

5. 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:	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 - ORDINANCE**

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2018.10.24 – 011**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **57 Schedule J. Limited Time Parking**
59 Schedule L. Parking Meter Zones
60 Schedule M. Business Parking Permit Zones

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

Section 57:
The Parking Commission voted to recommend designating six spaces at the Transportation Center Lot to be restricted to 15 minute parking for persons picking up travelers.

Section 59:
To amend the description of the Orchard Street Parking Garage to accommodate the change that was made last month with the Permit Parking Only areas.

Section 60:
After a review of parking space usage and availability, the Parking Commission recommended to delete the Belknap Lot from Business Parking Permit Zones and adding School Street.