



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, December 12, 2018**
Meeting Time: **7:00pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**

A. CHAPTER 152, SECTION 11

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. November 28, 2018 – Regular Meeting

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 152, SECTION 11

SPONSORED BY MAYOR WESTON BY REQUEST

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

**1. APPROPRIATION FOR FY2020 CAPITAL IMPROVEMENTS PROGRAM AND
AUTHORIZATION FOR BONDING**

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

SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

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- 2. REPROGRAM FLORAL AVENUE CAPITAL IMPROVEMENT PROGRAM (CIP) APPROPRIATION TO BROADWAY DRAINAGE SYSTEMS IMPROVEMENT PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. B19001 BROADWAY STREET RAILROAD CULVERT CONSTRUCTION**
SPONSORED BY MAYOR WESTON BY REQUEST
- 2. B19013 CENTRAL FALLS RETAINING WALL RECONSTRUCTIONS**
- 3. B19014 SIX WHEEL DUMP TRUCK WITH EQUIPMENT**
- 4. B19027 FOUR POLICE FORD INTERCEPTOR UTILITY**
- 5. B19028 FORD TRANSIT CONNECT LONG WHEELBASE**
- 6. MEMORANDUM OF UNDERSTANDING HUBER TECHNOLOGIES INC.**

COMMITTEE REPORTS

- | | |
|---------------------------------------|---|
| 1. School Board | 14. Ordinance Committee |
| 2. Planning Board | 15. Parking Commission |
| 3. 400th Anniversary Committee | 16. Pool Advisory Committee |
| 4. Appointments Committee | 17. Recreation Advisory Board |
| 5. Arena Commission | 18. Solid Waste Advisory Commission |
| 6. Arts Commission | 19. Transportation Advisory Commission |
| 7. Conservation Commission | 20. Waterfront TIF Advisory Board |
| 8. Downtown TIF Advisory Board | 21. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 9. Energy Commission | 22. Joint Building Committee Garrison Elementary School |
| 10. Heritage Commission | 23. COAST |
| 11. Legislative Liaison | 24. Dover Main Street |
| 12. Library Board of Trustees | 25. Strafford Regional Planning Commission |
| 13. McConnell Center Advisory Board | |

B. RESOLUTIONS

- 1. ACCEPTANCE OF THORNWOOD LANE AS A PUBLIC WAY**
SPONSORED BY MAYOR WESTON BY REQUEST

C. ORDINANCES IN 1ST READING

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

City Manager's Report

December 12, 2018

Reporting on November 2018



Legal Department

by Anthony Blenkinsop

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

Customer Focused Outcomes: Right to Know Requests

- Las Vegas, NV – Uncashed checks older than 6 months.
- Dover, NH – Wiring Inspection
- Dover, NH – Turf Treatments
- Dover, NH - Emails regarding a complaint.

Financial Outcomes: Litigation

Ventas Realty Limited Partnership v. City:

(2014 tax year) Bench Trial held June 2018. Ruling in favor of City received. Plaintiff filed Motion for Reconsideration, denied by Strafford County Superior Court.

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

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

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

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

Shawn Labrie v. City of Dover Office of Assessor – Tax Abatement complaint filed August 22, 2018 and served on the City September 11, 2018. Answer filed October 10, 2018, Structuring conference scheduled for December 20, 2018.

	For month	FY19	FY18	FY17
Legal Matters/Questions Handled	30	153	456	354
Document Creation & Review Including Contracts	21	104	259	271
Right to Know Requests Processed	04	17	94	73
Resolutions	03	1	67	42
Ordinances	00	04	10	13

Product & Process Outcomes: Assistance to City Departments

City Council	Drafting/review of resolutions and ordinances; Opioid litigation, General Code Recodification
City Manager	No legal assistance needed.
Community Services	Storm alert contract; Central Avenue roadwork damage to parking lot; Brickyard Estates Plan; WWTP Blower replacement; NHF&G MOU; Bid issue; Trash/recycling by Community Trail; Runoff drainage matter; Drainage projects; Cochecho Falls Dam; Thornwood lane acceptance.
Executive	400 th Anniversary Committee trademark; Labor & Wage Investigation
Fire & Rescue	No legal assistance needed.
Finance	Discharges and Liens; Attorney audit letters; Review of #B19024 before bid; Contract language issues
Planning	ZBA Abutters Notice; 29 Oak Street Lien and Mortgage recordings
Police	1 First Street MOA; UCC3-501 Refusal; Employee training agreement
Public Library	No legal assistance needed.
Public Welfare	Hotel damage
Recreation	No legal assistance needed.
School	General Scholarship Fund language; Iona Avenue ROW; Waterfront Development Agreements; ZBA decision; RTK requests – HS/CTC JBC: Ongoing substantial completion items.
Committees	Dover Arts Commission: Funding Public Arts Projects

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

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

Business activity in the region expanded at a moderate to strong pace with nearly all contacted manufacturers, hotels, software and IT companies reporting year-over-year increases in sales and revenues in recent weeks. Recent retail activity was strong for downtown merchants with City assisted sales help. Commercial real estate activity, including multifamily/ mixed use projects was robust regionally and locally. Non-residential industrial development was limited by the high cost of new builds and the lack of accelerator space units, but some breakthroughs are being experienced in new build activity as companies realize interest rates are rising and building materials costs are expected to rise due to tariffs on imported materials, +4.5% on average. Present costs are projected to rise in the future. Single home residential real estate is experiencing robust demand, with increases in closings and prices but are still somewhat limited by lack of inventory. Staffing firms report hiring for specific skill sets is brisk but limited by available potential employees. The Dover unemployment rate is now 1.8%. Planned wage increases are gaining momentum with prices increasing slightly to moderately in most sectors (3.0-3.5 %). Contacts expect further growth consistent with recent results going forward. Some concern is being expressed about the rate of growth as the Dow, having surpassed 26,000, dipped suddenly and then recovered to the 26,500 range and then fell off significantly in the Tech sector. Recent sell offs due to trade war fears and political uncertainties are expected to be overcome by strong fundamentals. Most recently the US economy is growing at a record pace (GDP growth at 4.2% over Q3) despite tariff and trade policy concerns. Interest rates are rising but so far, this has not slowed the increase in mortgage and debt financing yet. Downtown retailers, bars and restaurants are experiencing strong performance this month with a few suffering from increased competition and rising lease costs. The most marketing savvy establishments are experiencing improved sales growth aided by the multiple marketing events cosponsored and implemented by DBIDA, Dover Main Street and the Dover Retail Committee. Retailers reported they continue to be helped by the First Fridays Art Walk events, the Dover Arts Festival and the Hot Diggity Dog Saturdays and most recently, Plaid Friday events with the cooperation of virtually all merchants City wide. Our Plaid Friday video garnered responses from as far away as Illinois.

Selected Business Services:

Demand for consulting and advertising is up moderately over last year at this time. Software and IT services providers are experiencing vastly improved results versus the previous year sales. Services to the healthcare sector have recently increased as walk-in convenient care centers and stand-alone ER's are being added. Some consolidation is now being experienced in the institutional healthcare sector. Wentworth Douglas Hospital's merger with Mass General is part of an overall consolidation trend in institutional healthcare. This is expanding the range of medical specialties available to the Dover market. WDH has opened a medical practice facility at the Pease Development Authority. Portsmouth Regional Hospital is building a stand-alone ER building at Exit 7 in Dover. Wages, while up significantly in critical skill areas, remain just above inflation on average, as do prices.

To attract highly skilled workers in growing industries these firms are expanding their social media and technological attraction efforts. Increased health insurance costs remain a concern with the uncertainty of the future reform of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Experienced wait staff is at a premium. Overall the sector is optimistic and expecting high single digit growth over the next two quarters and beyond.

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

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

Office and Administrative Support, Food Preparation and Related Serving, and Healthcare Practitioners and Technical occupations in Dover all exceed the national average while Computer and Mathematical occupations are the fastest growing in Dover having grown by 475 jobs year over year.

Commercial Real Estate:

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

See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets continue to exhibit strong performance in the Seacoast. Home buyer confidence is up. Completed sales of single family homes increased year-over-year in Q1 and Q2 but Q3 and Q4 unit sales in 2017 declined slightly and first half 2018 unit sales declined slightly due to lack of inventory but dollar sales were up due to the increase in prices. Rising prices are convincing sellers to put homes on the market before interest rates go up any more (now averaging 4.55% on residential mortgages). Median selling prices continue to rise locally and are up 9.7% year-over-year 2017-2018. Condo sales though somewhat mixed regionally, are up locally as well, as are condo pricing and pending sales. Closed unit sales of both single family homes and condominiums improved very slightly over the past month. Median sale prices in NH and in Dover increased again in the period for single family homes to the \$387,000 range. Pending sales suggest the markets for single family houses and condos will continue to do well throughout 2018.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting new strength in sales and improved year over year profits. One point-of-purchase systems supplier is experiencing sales increases significant enough to require some out sourcing of production but may move to consolidate operations at their Massachusetts HQ. Local manufacturing has grown 400 jobs this year. Exporters to both Europe and China are concerned with the UK exit from the EU, but most world economies are now doing well and that helps to support the US economy. The Chinese economy has slowed but China's GDP is still growing at a 6-7% rate and their investment in infrastructure, often purchased here, is down significantly. Some concern exists that the new administration's "America First" policies and import tariffs will negatively affect exports significantly, but the tax reform law is expected to make exporting US companies more competitive internationally. The negative tariff situation VS, China is estimated at only 4.5 % in adverse costs. Currently, local manufacturers are experiencing growing sales. The North Korean situation ups and downs make it difficult to assess the effects they will cause in world-wide markets and economies should they become a world player in foreign markets. Other uncertainties surrounding the federal administration change are evident in local manufacturers, including a relaxation of the regulatory constraints on businesses that will reduce costs. It is expected that the relaxation of coal power plant emissions by the EPA will add capacity and reduce some costs for local electrical energy. Local manufacturers are still slightly uncertain about the tax reform package but are encouraged by the most recent amended tax reform law passed. Pickup truck and auto sales have declined again this fall. Locally we are seeing some confidence in future auto sales expressed in two large dealership expansion and upgrade investments on Dover Point Road. Manufacturing firms reporting on inventory levels are citing higher levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth are now headed up at a moderate pace. Capital investment is up locally except for some new builds being deferred due to building costs exceeding the value of the completed building at present. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese, Brazilian, Venezuelan and European economies and the pro-business messages from the new administration. Locally, Safran and Albany International businesses are now seeing an uptick and are hiring again when qualified workers can be found. Some major capital spending projects are underway and some about to be announced. A number of other commercial projects are currently underway or about to be underway during this building season. Outlook for the balance of the year remains very positive. Very few manufacturing buildings in the 20,000-30,000SF range have become available locally. The Silver Square development is now well underway with Phase II progress on this \$50 million dollar development

Price pressures remain moderate. Regional manufacturers remain optimistic.

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

Retail & Tourism:

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

Employment and Wages:

Local labor market pressure sustained in October with the traditional Q4 seasonal uptick. Dover's current unemployment rate is 1.8%. Salary increases for highly skilled employees are increasingly frequent as retention and attraction efforts multiply to sustain growing sales. Lack of STEM skills and drug test failures by prospective employees are real limits to the potential hiring pool.

Wages for wait staff and experienced retail workers have begun to accelerate upward. 2017 wage gains averaged 3.5% and something in the 4. 5% range is expected in 2019.

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

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

Local Major Development Projects:

- First Street Development Phase 2 in TRC.
- Third Street Development
- Silver Square Development: Phase 1 completion, Phase 2 underway.
- 49,000 SF at 27 Production Drive leased to buy option exercised.
- Robbins Building site / Cathartes Project (Demolition complete, site prep underway).
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from "sticker shock" for new builds.
- Fosters Building sold for \$1.5 million / Kostas Brothers (renovation in process).
- The Old courthouse Building on First and 2nd may now be renovated for a mixed use facility.
- 6 Grove St. Project in TRC.

Parking Division

Meter Activity

	October 2018	October 2017
Meter Transactions	40,529	36,786
Income from Meters - Total	\$54,443	\$46,899
Income from Meters – Parking Garage	\$4,911	\$3,779
Meter Days	22	21
Average Meter Transactions Per Day	1,842	1,752
Transaction Increase / Decrease	+5.1%	

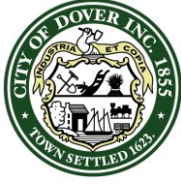
	Fiscal Year 2019	Fiscal Year 2018
Meter Transactions	161,369	156,046
Income from Meters - Total	\$218,033	\$198,219
Meter Days	85	84
Average Meter Transactions Per Day	1,898	1,858
Transaction Increase / Decrease	+2.2%	

COAST

Ridership Activity

Month	Route 1	Route 2	Route 33 (FasTrans)
October 2017	5,511	17,602	1,270
November 2017	5,149	15,362	1,055
December 2017	4,881	13,553	1,135
January 2018	4,930	13,804	1,195
February 2018	5,053	14,117	1,157
March 2018	5,413	14,883	1,227
April 2018	5,005	15,108	1,040
May 2018	5,551	16,495	1,125
June 2018	5,335	15,118	947
July 2018	4,409	14,019	832
August 2018	5,272	16,055	1,063
September 2018	4,503	13,291	1,086
October 2018	5,618	16,595	1,245

J. MICHAEL JOYAL, JR.
CITY MANAGER

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1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Carrier led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Shanahan.

Also Present: City Manager Joyal and Acting City Clerk Mistretta.

5. PROCLAMATIONS

6. APPROVAL OF AGENDA

Deputy Mayor moved for the approval of the Agenda as presented.

Vote: 8/0.

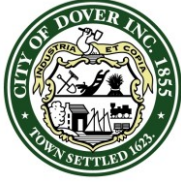
7. PUBLIC HEARINGS

- A. APPROPRIATION FOR FY2020 CAPITAL IMPROVEMENTS PROGRAM AND AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(VOTE TO OCCUR ON DECEMBER 12, 2018)
SPONSORED BY MAYOR WESTON BY REQUEST**

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

- B. REPROGRAM FLORAL AVENUE CAPITAL IMPROVEMENT PROGRAM (CIP)
APPROPRIATION TO BROADWAY DRAINAGE SYSTEMS IMPROVEMENT PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(VOTE TO OCCUR ON DECEMBER 12, 2018)
SPONSORED BY MAYOR WESTON BY REQUEST**

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

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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.

Richard Spence, 8 Madelyn Drive: He referred to his handout to the Council and spoke about the need to accept Thornwood Lane as a City Street.

Joseph Olsen, 16 Theresa Drive: He spoke about the need to accept Thornwood Lane as a City Street.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing. He referred to Page 29/99, which showed revenues and expenses. He said he had no concerns at this point.

Mayor Weston, referring to Citizen's Forum comments, asked about Thornwood Lane. City Manager Joyal gave an overview of the development project and why it hasn't been accepted at this time. He said the deed need to clarify the utility easements.

Assistant City Manager Parker gave an overview of the meetings he's had with the new engineering team. He said he will be meeting with them tomorrow to go over the items that needed to be completed to meet the City's standards. He spoke about the Stop signs and said the Code, Chapter 166, will be updated to reflect the Stop signs in this development.

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

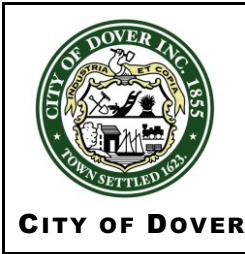
Vote: 8/0.

10. APPROVAL OF MINUTES

A. November 14, 2018 – Non-Public Session

B. November 14, 2018 – Regular Meeting

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



CITY COUNCIL - MINUTES

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11. MAYOR'S REPORT

Mayor Weston spoke about the events she had attended: Christmas Parade, Canvassed Downtown Businesses, and Tri-City Task Force meeting. She spoke about upcoming events: Festival of Trees, and the Official Tree Lighting to be held on Friday. She also discussed the 400th Anniversary Committee Mug for sale.

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

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. **REPROGRAM TANGLEWOOD DRIVE CAPITAL IMPROVEMENT PROGRAM (CIP) APPROPRIATION TO DRAINAGE SYSTEM IMPROVEMENT PROJECTS (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
SPONSORED BY MAYOR WESTON BY REQUEST

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

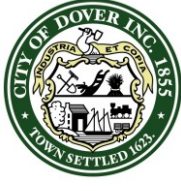
13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Great Bay Figure Skating Club**

COMMITTEE REPORTS

- | | |
|-------------------------------------|--|
| 1. School Board | 14. Ordinance Committee |
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 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: McConnell Center, Room 306 Meeting Date: Wednesday, November 28, 2018 Meeting Time: 7:00pm
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Deputy Mayor Carrier moved for the adoption of the Consent Calendar.
Mayor Weston pulled the Committee Report. She asked for a hand vote on the remaining item on the Consent Calendar.
Vote: 8/0.

Mayor Weston said Assistant City Manager Parker's discussion regarding Thornwood Lane covered her Transportation Advisory Commission Report.
Deputy Mayor Carrier moved to accept the Transportation Advisory Commission Report; seconded by Councilor Williams.
Vote: 8/0.

Waterfront TIF Advisory Board – no report.

Deputy Mayor Carrier gave an overview of the Joint Building Committee – Dover High School and Regional CTC Report to the Council.
Deputy Mayor Carrier moved to accept the Joint Building Committee – Dover High School and Regional CTC Report; seconded by Councilor Keane.
Vote: 8/0.

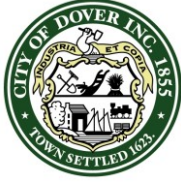
Councilor Ciotti gave an overview of the Joint Building Committee – Garrison Elementary School Report to the Council.
Deputy Mayor Carrier moved to accept the Joint Building Committee – Garrison Elementary School Report; seconded by Councilor Williams.
Vote: 8/0.

COAST – no report

Deputy Mayor Carrier gave an overview of the Dover Main Street Report to the Council.
Deputy Mayor Carrier moved to accept the Dover Main Street Report; seconded by Councilor Thibodeaux.
Vote: 8/0.

Councilor Gasses gave an overview of the Strafford Regional Planning Commission Report to the Council.
Deputy Mayor Carrier moved to accept the Strafford Regional Planning Commission Report; seconded by Councilor Ciotti.
Vote: 8/0.

B. RESOLUTIONS

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>McConnell Center, Room 306</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, November 28, 2018</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	McConnell Center, Room 306	Meeting Date:	Wednesday, November 28, 2018	Meeting Time:	7:00pm
CITY COUNCIL - MINUTES											
Meeting Type:	Regular Meeting										
Meeting Location:	McConnell Center, Room 306										
Meeting Date:	Wednesday, November 28, 2018										
Meeting Time:	7:00pm										

C. ORDINANCES IN 1ST READING

1. CHAPTER 152, SECTION 11 (TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 12, 2018) SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on December 12, 2018;
seconded by Councilor Ciotti.
Vote: 8/0.

14. COUNCIL CORRESPONDENCE

A. Letter from Comcast, dated November 16, 2018.

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

15. COUNCIL MATTERS OF INTEREST

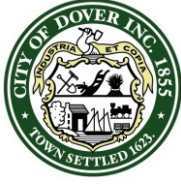
Mayor Weston reminded the Council and citizens about the upcoming Festival of Trees and Official Tree Lighting event this Friday.

Deputy Mayor Carrier recognized Dover Main Street for the Downtown City Christmas Lights. He also added on a personal note that his son has been deployed to Iraq.

Councilor Williams gave an overview of events she attended: a Listening Session in Rochester for the New Hampshire State Plan on Aging, and a Climate Adaptation event in Rhode Island.

16. ADJOURN

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 12.A.1. Ordinance Number: O – 2018.11.28 – 012 Ordinance Title: Sidewalks and Highways Chapter: 152 Section: 11. Permit for Driveways
---	--

The City of Dover Ordains:

- PURPOSE**
The purpose of this ordinance is to amend Chapter 152-11.Permits for Driveways.
- AMENDMENT**
Chapter 152 entitled “Sidewalks and Highways” is hereby amended by revising Section 11. Permits for Driveways as follows:

152-11. Permits for Driveways.

All applications for a permit to repair, widen, reconstruct, or construct a driveway from a residential or commercial property onto a PUBLIC ROAD shall comply with the relevant provisions of Chapters ~~92 and 149~~155 of the Dover Code.

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

PUBLIC HEARING REQUIRED

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#: 12.A.1.

Ordinance Number: **O – 2018.11.28 – 012**
Ordinance Title: Sidewalks and Highways
Chapter: 152
Section: 11. Permit for Driveways

DOCUMENT HISTORY:

First Reading Date: 11/28/2018	Public Hearing Date: 12/12/2018
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.		

ORDINANCE BACKGROUND MATERIAL:

This amendment is necessitated by Planning Board action in May 2018 to move the regulation of driveways into Chapter 155, and the subsequent rescission of Chapter 92 by the City Council.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2018.10.10 – 138**
Resolution Re: **Appropriation (Revised) 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	Central Falls Dam Repairs	300,000	20	Comm Serv - PW	General
3	Downtown Wayfinding	440,000	15	Comm Serv - PW	General
4	Street Reconstruction - Spur Road	2,000,000	20	Comm Serv - PW	General
5	Catch Basin Spoils Facility	1,750,000	20	Comm Serv - PW	General
6	Street Reconstruction - Oak/Broadway	1,320,000	20	Comm Serv - PW	General
7	Middle School - Roof Replacement	545,000	20	Education	General
8	Catch Basin Spoils Facility	1,750,000	20	CS - Sewer	Sewer
9	Pump Station Upgrade - River Street	1,000,000	15	CS - Sewer	Sewer
	Total	10,905,000			

AND FURTHER BE IT RESOLVED THAT:

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

AND FURTHER BE IT RESOLVED THAT:

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

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
Acting City Clerk

DOCUMENT HISTORY:

First Reading Date: 10/10/2018	Public Hearing Date: 10/24/2018 11/28/2018
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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

RESOLUTION BACKGROUND MATERIAL:

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

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

Debt Authorization versus Debt Retirement

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

Description	City	School	Water	Sewer	Waterfront TIF	Total
FY2020 Authorization	7,610,000	545,000	0	2,750,000	0	10,905,000
FY2020 Retirement	4,163,390	1,900,788	1,238,545	1,428,481	525,000	9,256,204
Net Change	3,446,610	(1,355,788)	(1,238,545)	1,321,519	(525,000)	1,648,796

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	7,610,000	545,000	0	0	0	2,750,000	10,905,000
Grand Total	61,816,405	94,282,329	41,260,764	2,450,000	0	46,058,697	245,868,195
Legal Debt Limit	104,171,072	243,065,834	347,236,906	4,000,000	NA	NA	
Unused Capacity	42,354,667	148,783,505	305,976,142	1,550,000			
Percent Unused	40.7%	61.2%	88.1%	38.8%			

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

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2018.10.10 – 138**

Resolution Re: **Appropriation (Revised) For FY2020 Capital
Improvements Program and Authorization for Bonding**

Multi-Year Projects Proposed Bonding Schedule

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

Item #	Description		Proposed			
			Appropriations	FY2020	FY2021	FY2022
1	Chapel Restoration/Facilities & Grounds Office		1,800,000	1,200,000	600,000	
2	Downtown Wayfinding		440,000	40,000	400,000	
3	Street Reconstruction - Spur Road		2,000,000	475,000	1,525,000	
4	Street Reconstruction - Oak/Broadway		1,320,000	400,000	920,000	
5	Pump Station Upgrade - River Street		1,000,000	300,000		700,000
		Total	6,560,000	2,415,000	3,445,000	700,000

Rate Impacts

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

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

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

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

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2018.11.14 - 152**

Resolution Re: Reprogram Floral Avenue CIP Appropriation to Broadway
Drainage Systems Improvement Project

WHEREAS: On December 9, 2015 the City Council adopted the Debt Financing authorization for FY2017 CIP projects, which included \$250,000 for Street Reconstruction Floral Avenue; and

WHEREAS: There is \$165,074 of unexpended appropriations for the Floral Avenue reconstruction design/engineering work has been completed under budget; and

WHEREAS: The City has identified the immediate need for additional funding for Broadway drainage system improvements; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$165,074.00 of unexpended appropriation is hereby reprogrammed from the identified Street Reconstruction Floral Avenue project to Broadway Drainage Systems Improvement project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4017.1.300.43121.4751.03166.17	Floral Avenue Street Reconstruction	165,074.00	(165,074.00)	0.00
4017.1.300.43121.4751.03140.17	Broadway Drainage Improvements	1,913,882.42	165,074.00	2,078,956.42
	Total Available Funding	2,078,956.42	0.00	2,078,956.42

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#: 12.C.2.

Resolution Number: **R – 2018.11.14 - 152**
Resolution Re: Reprogram Floral Avenue CIP Appropriation to Broadway
Drainage Systems Improvement Project

DOCUMENT HISTORY:

First Reading Date: 11/14/2018	Public Hearing Date: 11/28/2018
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2018.11.14 - 152**

Resolution Re: Reprogram Floral Avenue CIP Appropriation to Broadway
Drainage Systems Improvement Project

RESOLUTION BACKGROUND MATERIAL:

On December 9, 2015 the Dover City Council approved the FY17-FY22 six-year Capital Improvements Program (CIP), which included an appropriation in FY17 for the design of reconstruction of Floral Avenue.

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the design of reconstruction of Floral Avenue. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified Floral Avenue project. This resolution reprograms funding from the identified Floral Avenue project to Broadway Drainage Systems Improvement project.

Funding is needed for Broadway drainage systems improvement project based upon recent bids received for the project.

Since the Broadway Drainage Systems improvement project is a priority for the city to improvement drainage within a large portion of the city, City administration determined reprogramming the available appropriations from the Floral Avenue project made sense as this funding was for design work, which has been completed under budget.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2018.12.12 – 154**

Resolution Re: B19001 Broadway Street Railroad Culvert Construction

WHEREAS: A sealed Request for Qualifications #B19001 was issued and received for the Broadway Street Railroad Culvert Construction on August 27, 2018 at 2:00 PM. Nine firms responded and packets were evaluated by city staff and city contracted engineering firm. Seven firms met the qualification criteria and was forwarded the plans and specifications for the construction. A mandatory prebid meeting was conducted on September 26, 2018 with five of the prequalified firms attending; and

WHEREAS: Two cost proposals were received and reviewed and low bid was received from George R Cairns and Sons, Inc of Windham, NH; and

WHEREAS: It is the recommendation to award to George R Cairns and Sons, Inc at the rates provided in conjunction with B19001 in the amount not to exceed \$4,799,365.00..

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to George R Cairns and Sons, Inc of Windham, NH of for the construction of the Broadway Street Railroad Culvert at rates provided in conjunction with Bid B19001. 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
4007.1.300.43121.4751.03140.07	Broadway Railroad Culvert	89,200.00	62,835.97
4016.1.300.43121.4751.03140.16	Broadway Railroad Culvert	1,943,520.84	1,886,268.10
4017.1.300.43121.4751.03140.17	Broadway Railroad Culvert	165,074.00	165,074.00
4017.1.300.43121.4751.03176.17	St Reconstruction Oak & Broadway	2,027,000.00	2,027,000.00
4020.1.300.43121.4751.03140.20	Broadway Railroad Culvert	1,320,000.00	Anticipated CIP

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 – 2018.12.12 – 154**

Resolution Re: B19001 Broadway Street Railroad Culvert Construction

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 – 2018.12.12 – 154**

Resolution Re: B19001 Broadway Street Railroad Culvert Construction

RESOLUTION BACKGROUND MATERIAL:

The City of Dover sought prequalification submittals from construction general contractors and pipe jacking contractors for a large-diameter storm drain culvert project scheduled to begin construction in late February 2019 for the Broadway Street Railroad Culvert Project.

The Broadway Street Railroad Culvert Project includes construction of approximately 800 feet of new storm drain pipes and culverts in Broadway Street near New York Street and within easements located on private property, including 210 feet of 72-inch and 84-inch drain pipe to depths in excess of 25 feet below grade utilizing open-cut methods, 205 feet of 84-inch reinforced concrete drain pipe to be installed by pipe jacking underneath a large embankment carrying active railroad lines owned by B&M Railroad, large-diameter drain manholes and chambers, and other ancillary work. Construction duration for the complete project is 250 calendar days for substantial completion and 280 calendar days for final completion, excluding approved winter shut-down periods.

Bid Information:

A sealed Request for Qualifications #B19001 was issued and received for the Broadway Street Railroad Culvert Construction on August 27, 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:	857	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	2019
Recommended Award to:	George R. Cairns & Sons Inc	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.2.

Resolution Number: **R – 2018.12.12 – 155**

Resolution Re: B19013 Central Falls Retaining Wall Reconstruction

WHEREAS: A sealed Request for Proposal #B19013 was issued and received for the Central Falls Retaining Wall Reconstruction on November 20, 2018 at 2:00 PM. A mandatory prebid meeting was conducted on November 6, 2018 with ten firms attending; and

WHEREAS: Five responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. Three firms met the qualification criteria and cost proposals for those firms were opened with low bid being submitted by George R Cairns and Sons, Inc of Windham, NH; and

WHEREAS: It is the recommendation to award to George R Cairns and Sons, Inc at the rates provided in conjunction with B19013 in the amount not to exceed \$1,085,209.38.

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 George R Cairns and Sons, Inc of Windham, NH for the reconstruction of the Central Falls retaining wall at rates provided in conjunction with Bid B19013. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
4019.1.300.43155.4754.03103.19	Cocheco Dam Wall Repairs	1,100,000.00	865,841.05
4020.1.300.43155.4751.03103.20	Cocheco Dam Wall Repairs	300,000.00	Anticipated CIP

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 – 2018.12.12 – 155**

Resolution Re: B19013 Central Falls Retaining Wall Reconstruction

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2018.12.12 – 155**

Resolution Re: B19013 Central Falls Retaining Wall Reconstruction

RESOLUTION BACKGROUND MATERIAL:

The objective of this project is to remove an existing brick and granite wall on the southern shore of the Cocheco River located directly along Fish Ladder Park in downtown Dover, NH and replace it with a new retaining wall structure. Recent engineering studies by Tighe & Bond have confirmed that the wall is in imminent danger of failure, which has the potential to result in property damage and/or personal injury. Given the failure of other potentially responsible party(s) to act, the City intends to remedy this situation as soon as possible, and seek recovery thereafter as appropriate and necessary.

The wall that is to be removed is approximately 160 feet long with heights varying from 15 feet to over 40 feet. The wall, which appears to have been constructed in the early 19th century, may have been part of the foundation of a former mill building within the Cocheco Mills Complex. The wall is located along a public park that is approximately 130 feet by 20 feet in area and is bounded to the north by the Cocheco River (and NH Fish and Game Fish Ladder), to the south and east by private commercial rental property and the west by Central Avenue. Granite from the existing retaining wall shall be salvaged and provided to the City.

Bid Information:

A sealed Request for Proposal #B19013 was issued and received for the Central Falls Retaining Wall Reconstruction on November 20, 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:	1058	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	2019
Recommended Award to:	George R. Cairns & Sons Inc	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.12.12 – 156**

Resolution Re: B19014 Six Wheel Dump Truck 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 was recommended and approved via resolution [R-2018.10.24-142](#) to award the first unit in the amount of \$169,357.00 to low bidder Freightliner of New Hampshire; and

WHEREAS: The City is now seeking approval via this follow up resolution for award of a **second** unit (exactly the same) once the Capital Improvement Program is approved.

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 one 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
4019.1.300.43121.4743.03110.19	CS Heavy Vehicles	200,000.00	17,208.00
4020.1.300.43121.4743.03110.20	CS Heavy Vehicles	300,000.00	Anticipated CIP

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.3.

Resolution Number: **R – 2018.12.12 – 156**

Resolution Re: B19014 Six Wheel Dump Truck 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

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2018.12.12 – 156**

Resolution Re: B19014 Six Wheel Dump Truck 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 is now seeking approval via this follow up resolution for award of a **second** unit (exactly the same) once the Capital Improvement Program is approved.

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 expenditure 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 – 2018.12.12 – 157**

Resolution Re: B19027 Four Police– Ford Interceptor Utility Vehicles

WHEREAS: A sealed Request for Bid #B19027 was issued and received for Four Police – Ford Interceptor Utility Vehicles on December 4, 2018 at 2:00 PM; and

WHEREAS: One response was received and reviewed for necessary ability to comply with bid criteria in the total amount of \$116,572.00 from Robert H. Irwin Motors of Laconia NH; and

WHEREAS: It is the recommendation to award to Robert H. Irwin Motors at the rates provided in conjunction with B19027 in the amount not to exceed \$116,572.00

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Robert H. Irwin Motors of Laconia NH for Four Police – Ford Interceptor Utility Vehicles at rates provided in conjunction with Bid B19027. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
4019.1.210.42120.4742.02152.19	Police Vehicle Replacement	128,250.00	128,250.00

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 – 2018.12.12 – 157**

Resolution Re: B19027 Four Police– Ford Interceptor Utility Vehicles

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2018.12.12 – 157**

Resolution Re: B19027 Four Police– Ford Interceptor Utility Vehicles

RESOLUTION BACKGROUND MATERIAL:

To provide and deliver four police ford interceptor utility vehicles with options as outlined in request for bid. Two are unmarked vehicles which are (different Colors) and two are marked vehicles which are same colors.

Bid Information:

A sealed Request for Proposal #B19027 was issued and received for Four Police – Ford Interceptor Utility Vehicles on December 4, 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:	144	Number of Responses:	1
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	2019
Recommended Award to:	Robert H. Irwin Motors	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

[Vendor Solicitation and Bid Results](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2018.12.12 – 158**

Resolution Re: B19028 Ford Transit Connect Long Wheelbase

WHEREAS: A sealed Request for Bid #B19028 was issued and received for one Ford Transit Connect Long Wheelbase on December 4, 2018 at 2:30 PM; and

WHEREAS: Three responses were received and reviewed for necessary ability to comply with bid criteria with low bid being submitted by Robert H. Irwin Motors of Laconia NH; and

WHEREAS: It is the recommendation to award to Robert H. Irwin Motors at the rates provided in conjunction with B19027 in the amount not to exceed \$23,400.00

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Robert H. Irwin Motors of Laconia, NH for one Ford Transit Connect Long Wheelbase at rates provided in conjunction with Bid B19028. 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
1000.1.300.43180.4742.00000.00	Fac & Gr Light Vehicles	7,500.00	7,500.00
1000.1.300.41951.4742.00000.00	Cemetery Light Vehicles	7,500.00	7,500.00
5300.1.300.43320.4743.03512.19	Water Heavy Equip Replacement	40,000.00	40,000.00
5320.1.300.43250.4743.04512.19	Sewer Heavy Equip Replacement	40,000.00	40,000.00

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.5.

Resolution Number: **R – 2018.12.12 – 158**

Resolution Re: B19028 Ford Transit Connect Long Wheelbase

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 – 2018.12.12 – 158**

Resolution Re: B19028 Ford Transit Connect Long Wheelbase

RESOLUTION BACKGROUND MATERIAL:

The City of Dover is requesting pricing and availability of one **new Ford Transit Connect Long Wheelbase**. General information and specifications are as follows

1. New Ford Transit Connect Long Wheelbase (color Oxford WHITE YZ)
2. 2.0L 4CLY / 8 Speed Auto Transmission
3. Privacy Glass Code 92E
4. Rear Defrost
5. Power heated mirrors
6. Fixed rear glass
7. Fixed side glass, passenger side
8. 6-way drivers folding seat
9. XL trim

Bid Information:

A sealed Request for Bid #B19028 was issued and received for one Ford Transit Connect Long Wheelbase on December 4, 2018 at 2:30 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:	144	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	2019
Recommended Award to:	Robert H Irwin Motors	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

Vendor Solicitation and Bid Results



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2018.12.12 – 159**

Resolution Re: Memorandum of Understanding Huber Technologies Inc

- WHEREAS: Huber Technology, Inc. has developed certain new design features of the RoS3Q 800 Inclined Screw Press and believes that these features will result in increased performance and ease of maintenance of this dewatering technology; and
- WHEREAS: Huber Technology, Inc. desires to pilot test two models of the updated RoS3Q 800 at the Dover, NH WWTF. The Dover WWTF provides an ideal environment for pilot test since this facility has the capability of running various sludge types. The Dover, NH WWTF also has the previous design of the RoS3Q 800 in current operation which Huber Technology, Inc would like to replace with its updated version; and
- WHEREAS: Installation and operation of the updated RoS3Q 800's at the Dover, NH WWTF will provide operational flexibility to the City, increase the WWTF efficiency, and extend the life of the WWTF Dewatering equipment; and
- WHEREAS: The value of the updated RoS3Q 800 is approximately \$758,000; and
- WHEREAS: At the commencement of the pilot test the City of Dover will assume ownership of the updated prototype RoS3Q 800 Inclined Screw Press by making a payment of one (1) dollar to Huber Technology, Inc. The City of Dover will assume all responsibility for the equipment including, but not limited to, all cost to install, operate, and maintain the system during the pilot program.

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 Huber Technology Inc for one dollar for the purchase of the updated RoS3Q 800 Screw press and ancillary equipment. The amount of this authorization shall be limited so as not to exceed available funding.

The City Manager, or designee, is hereby authorized to finalize contract language in the form of a memorandum of understanding (MOU) with the vendor, consistent with the Purchase Order authorized herein, for the City Manager's signature regarding the pilot testing program to be conducted by Huber Technology, Inc.

Financing			
Account	Description	Appropriation	Balance
5320.1.300.43256.4652.00000	WWTP Sewer Supplies Impr o/t Building	120,105.00	95,103.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2018.12.12 – 159**

Resolution Re: Memorandum of Understanding Huber Technologies Inc

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
Acting City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2018.12.12 – 159**

Resolution Re: Memorandum of Understanding Huber Technologies Inc

RESOLUTION BACKGROUND MATERIAL:

The City currently has two dewatering systems in operation that were installed in 2012 and the third unit installed in 2016. As only two units will be run at one time, there is no increase in operating costs. The following is an estimate of other costs, obtained via informal quotes, associated with the install and set up and will be procured following all purchasing procedures:

Engineering services from Wright-Pierce. No additional costs

Rigging and install \$ 25,000

Electrical Material \$ 3,000

SCADA Integration \$ 7,000

Piping & Fittings \$ 5,000

Bid Information:

None

Award Information:

A purchase order will be issued to Huber Technology Inc in the amount of \$1.00 as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until delivered	Estimated Delivery:	2019
Recommended Award to:	Huber Technology Inc	Fund:	WWTP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	To accept asset



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2018.12.12 = 160**

Resolution Re: **Acceptance of Thornwood Lane as a Public Way**

WHEREAS: Thornwood Lane is a new road having been constructed pursuant to Planning Board Site Plan approval and is ready for acceptance as a City street; and

WHEREAS: The City's Engineering Division has reviewed Thornwood Lane and determined that it meets City standards and specifications for street acceptance and has received a maintenance guarantee; and

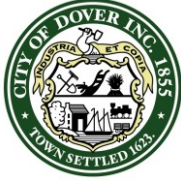
WHEREAS: Thornwood Lane meets all other criteria for City acceptance, including Finance review and title review.

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

Thornwood Lane is accepted as a City Street according to the metes and bounds description, in the Warranty Deed attached to this Resolution. The City Manager is authorized to take any/all necessary steps to finalize acceptance and record necessary documents in the Registry of Deeds.

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.1.	
Resolution Number: R – 2018.12.12 = 160 Resolution Re: Acceptance of Thornwood Lane as a Public Way		

DOCUMENT HISTORY:

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

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

RESOLUTION BACKGROUND MATERIAL:

A street is created as an official public way in one of 4 ways as follows:

- Highway layout
- Prescription
- Dedication and acceptance
- Deed

Creation of this street as an official highway by dedication and acceptance will be accomplished with this resolution. The vast majority of new highways are created by dedication and acceptance.

The process is a two-step process. The most common act of dedication is the filing and recording of an approved subdivision plan. The second and final step is a formal vote of acceptance by the City Council, and the recording of appropriate documents in the Strafford County Registry of Deeds.

Only streets meeting City specifications are accepted. Acceptance is in the sole discretion of the City Council. The City of Dover maintains and provides services for City streets.

See draft Warranty Deed and Plan attached.

WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS, That Thornwood Commons LLC, a New Hampshire Limited Liability Company, having a mailing address of 42J Dover Point Road, Dover 03820, Strafford County, State of New Hampshire, for no consideration paid, does hereby grant to the City of Dover, a New Hampshire Municipality having a mailing address of 288 Central Ave, Dover, NH 03820

with Warranty Covenants, the following described premises:

Thornwood Lane

A certain tract or parcel of land known as the “Thornwood Lane” and is shown on a set of plans known as Thornwood Lane and more particularly shown on a “Subdivision Plan, Elliott Rose Company Inc. of Dover, NH” being recorded at the Strafford County Registry of Deeds as Plans 90-69 through 90-70 (collectively the “Plan”).

Beginning at a granite bound found along the southerly sideline of Middle Road at the entrance to Thornwood Lane, now constructed and at land known as Map M, Lot 4;

Thence turning along a curve to the right, along the westerly sideline of said Thornwood Lane and the easterly side of said Map M, Lot 4 along a radius of thirty and zero hundredths (30.00) feet, a curve length of forty-six and sixty-six hundredths (46.68) feet to a granite bound found;

Thence continuing along the westerly sideline of said Thornwood Lane and easterly side of said Map M, Lot 4, S 42° 06’ 10” W a distance of fifty-five and seventy-two hundredths (55.72) feet, to a granite bound found;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly side of said Map M, Lot 4, along a curve to the right with a radius of one-hundred twenty-five and zero hundredths (125.00) feet with an arc length of one-hundred one and eleven hundredths (101.11) feet to a granite bound found;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly side of said Map M, Lot 4, S 88° 26' 59" W a distance of one-hundred five and seventy-three hundredths (105.73) feet to a granite bound found;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly side of said Map M, Lot 4, along a curve to the left with a radius of two-hundred twenty-five and zero hundredths (225.00) feet with an arch length of one-hundred thirty-one and forty-one hundredths (131.41) feet to a granite bound found at land now or formerly of Preston Family Revocable Trust;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly line of said land now or formerly of Preston Family Revocable Trust, S 54° 59' 14" W a distance of two-hundred twenty-five and seventy-nine hundredths (225.79) feet to a granite bound found at land now or formerly Tax Map M, Lot 4;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly sideline of said Map M, Lot 4 along a curve to the left with a radius of two-hundred twenty-five and zero hundredths (225.00) feet with an arc length of sixty-five and forty-nine hundredths (65.49) feet to a granite bound found;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly sideline of said Map M, Lot 4, S 38° 18' 41" W a distance of one-hundred nine and twenty-one hundredths (109.21) feet to a granite bound found;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly sideline of said Map M, Lot 4 along a curve to the right with a radius of one-hundred seventy-five and zero hundredths (175.00) feet with an arc length of one-hundred twelve and sixteen hundredths (112.16) feet to an iron bound found at land of Tax Map K, Lot 19-1

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly sideline of said Map K, Lot 19-2, as shown on the Plan, along a curve to the right with a radius of one-hundred seventy-five and zero hundredths (175.00) feet with an arch length of eleven and six hundredths (11.06) feet to a granite bound found;

Thence continuing along the westerly sideline of said Thornwood Lane and the easterly sideline of said Map K, Lot 19-1 S 78° 39' 11" W a distance of one-hundred forty-two

and thirty-seven hundredths (142.37) feet to a granite bound found at land now or formerly Tax Map K, Lot 19 and a 50' utility easement which is an extension of Thornwood Lane, as shown on plan of land known as "Condominium Site Plan, Thornwood Commons Condominium, Middle Road and Thornwood Lane, Dover, NH" being recorded at the Strafford County Registry of Deeds as Plan 96-81, as amended to add Phase II with plan of land known as "Condominium Site Plan, Phase II Thornwood Commons Condominium, Middle Road and Thornwood Lane, Dover, NH" being recorded at the Strafford County Registry of Deeds as Plan 101-90 (collectively, the "Condominium Plan") ;

Thence turning and running along said land Map K, Lot 19 S 11° 20' 49" E a distance of fifty and zero hundredths (50.00) feet to a granite bound found at land now or formerly Tax Map M, Lot 4;

Thence turning and running along the easterly sideline of Thornwood Lane and said land of Map K, Lot 4 N 78° 39' 11" E a distance of one-hundred forty-two and thirty-seven hundredths (142.37) feet to an granite bound found;

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4 along a curve to the left with a radius of two-hundred and twenty-five and zero hundredths (225.00) feet with a an arc length of one-hundred fifty-eight and forty-two hundredths (158.42) feet to a granite bound found;

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4, N 38° 18' 41" E a distance of one-hundred-nine and twenty-one hundredths (109.21) feet to a granite bound found:

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4 along a curve to the right with a radius of one-hundred seventy-five and zero hundredths (175.00) feet along an arc length of fifty and ninety-three hundredths (50.93) feet to a granite bound found;

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4, N 54° 59' 14" E a distance of two-hundred twenty-five and seventy-nine hundredths (225.79) feet to a granite bound found;

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4 along a curve to the right with a radius of one-hundred seventy-five and zero hundredths (175.00) feet along an arc length of one-hundred two and twenty-one hundredths (102.21) feet to a granite bound found;

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4, N 88° 26' 59" E a distance of one-hundred five and seventy-three hundredths

(105.73) feet to a granite bound found;

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4 along a curve to the left with a radius of one-hundred seventy-five and zero hundredths (175.00) feet with an arc length of one-hundred forty one and fifty-six (141.56) feet to a granite bound found:

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4 N 42° 06' 10" E a distance of fifty-eight and seventeen hundredths (58.17) feet to a granite bound found;

Thence continuing along the easterly sideline of said Thornwood Lane and said Map M, Lot 4, along an entrance curve to the right with a radius of thirty and zero hundredths (30.00) feet along an arc length of forty-five and three hundredths (45.03) to a granite bound found along the southerly sideline of Middle Road;

Thence turning and running along the southerly sideline of said Middle Road N 49° 09' 14" W a distance of one hundred seven and forty six hundredths (107.46) feet to the point of beginning

Together with the right to easements, in common with others, as described in Receiver's Deed in Strafford County Registry of Deeds Book 3660, Page 318 and shown on a set of plans of land known as "Conservation Easement Plan, Elliott Rose Company of Dover, Inc, Dover Point Road, Middle Road and Thornwood Lane, Dover, NH" being recorded at the Strafford County Registry of Deeds as Plans 94-95 through 94-97 (collectively the "Easement Plan").

Subject to any conditions and restrictions as shown on the above referenced Plan, Condominium and Easement Plan. Subject to any and all easements as described in a Receiver's Deed in Strafford County Registry of Deeds Book 3660, Page 318 as they may apply.

Subject to Easement Deed from Thornwood Commons, LLC to Public Service Company of New Hampshire (PSNH) and Northern New England Telephone Operations, LLC, d/b/a Fairpoint Communications, Inc., dated November 10, 2008, recorded in the Strafford County Registry of Deeds at Book 3693, Page 939, and as shown on a plan of land entitled, "Underground Utility Easement Plan, As-Built of Preston Place & The Village at Thornwood Commons for Changing Places, LLC, Thornwood Lane, Dover, NH 03820, Map K Lot 19-1 & Tax Map M, Lot 4", prepared by Berry Surveying & Engineering, 335 Second Crown Point Road, Barrington, NH 03825, (603) 332-2863, Scale: 1 In Equals 30 Ft., Date: December 4, 2018, which plan is recorded with the Strafford County Registry of Deeds as Plan No. _____.

Meaning and intending to describe and convey a portion of the premises conveyed to Thornwood Commons LLC by Receiver's Deed from Elliott Rose Company of Dover, Inc, by its Court Appointed Receiver Carl V. Potvin, to the grantors dated July 3, 2008 and recorded at the Strafford County Registry of Deeds at Book 3660, Page 318.

Acceptance authorized by vote of the Dover City Council on December 12, 2018.

Signed this ____ day of _____, 2018.

Thornwood Commons, LLC

Witness

By: _____
John T. O'Neill, Member

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

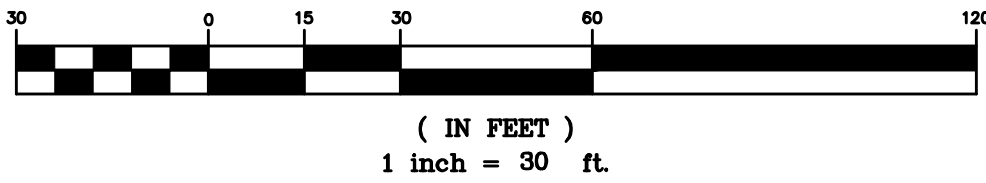
This instrument was acknowledged before me on _____, 2018, by John T. O'Neill, Member of Thornwood Commons LLC on behalf of said Limited Liability Company.

Notary Public/ Justice of the Peace
My Commission Expires:

NOTES:

- 1.) OWNER: CHANGING PLACES, LLC.
42 DOVER POINT ROAD, SUITE J
DOVER, NH 03820
- 2.) I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE & BELIEF, THIS PARCEL DOES NOT FALL WITHIN THE FLOOD PLAIN FLOOD HAZARD REF.: FEMA COMMUNITY# -330145, MAP# - 33017C0340E, DATED: SEPTEMBER 30, 2015
- 3.) VERTICAL DATUM IS BASED ON USGS NAVD88 ELEVATIONS. HORIZONTAL COORDINATES BASED ON NAD27 NH STATE PLANE COORDINATES. COORDINATES GATHERED FROM TOPCON HIPER SR SURVEY GRADE GPS RECEIVERS.
- 4.) ALL BOUNDARIES WERE LOCATED OFF AN OPEN GPS CONTROL NETWORK.
- 5.) THE INTENT OF THIS PLAN IS TO SHOW THE PORTION OF THE UNDERGROUND UTILITY EASEMENT, FOUND IN STRAFFORD COUNTY REGISTRY OF DEEDS BOOK 3693, PAGE 939, WHICH THORNWOOD LANE IS SUBJECT TO.
- 6.) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON GROUND LOCATIONS BY DIGSAFE, AND SURVEY LOCATED AS PART OF THE CONSTRUCTION AS-BUILT FOR THORNWOOD COMMONS.
- 7.) THIS PLAN ONLY DEPICTS THE LIMITS OF THE EASEMENT WITHIN THE THORNWOOD RIGHT OF WAY, AND DOES NOT SHOW THE LIMITS OF THE EASEMENT LOCATED OUTSIDE THE THORNWOOD RIGHT OF WAY ON PROPERTY OWNED BY THE THORNWOOD COMMON HOME OWNERS ASSOCIATION.

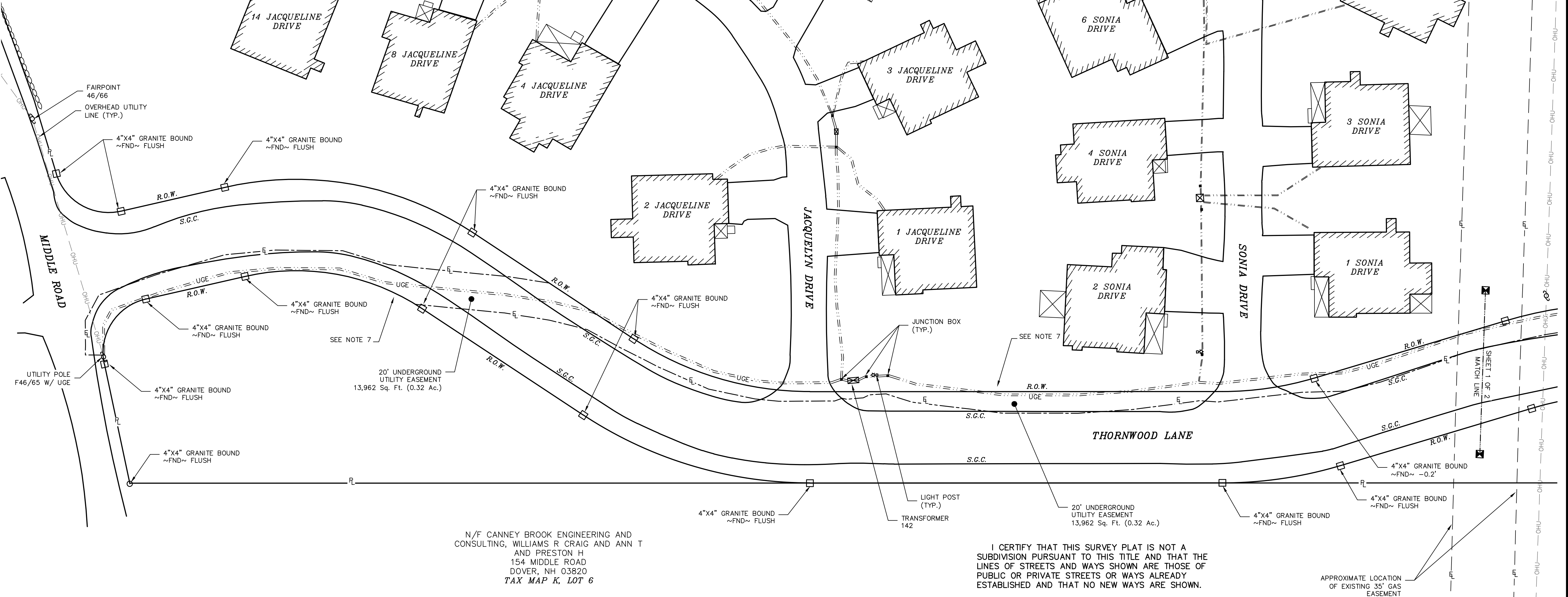
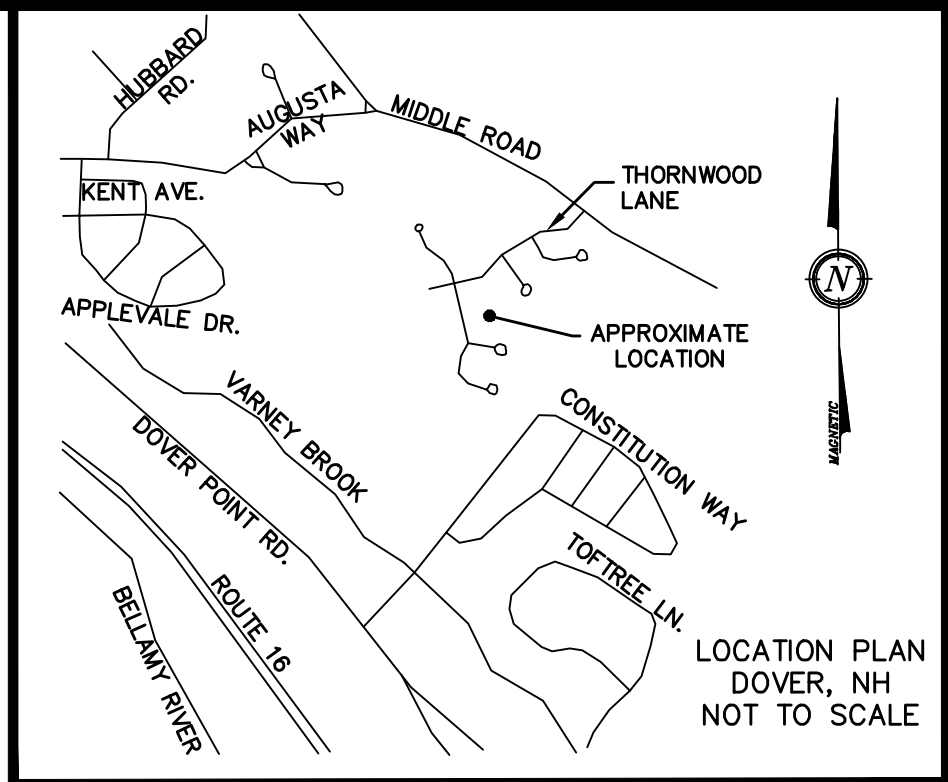
GRAPHIC SCALE



LEGEND:

- GRANITE BOUND (FND/SET)
- ○ ○ IRON BOUND (FND)
- ○ ○ IRON PIPE (FND)
- ⊕ UTILITY POLE
- ⊕ LIGHT POST
- UGE --- UGE --- UNDERGROUND UTILITY
- OHU --- OHU --- OVERHEAD UTILITIES
- E --- E --- EXISTING GAS/OVERHEAD UTILITIES/SEWER EASEMENT
- E --- E --- UNDERGROUND UTILITY EASEMENT
- S.C.G. SLOPED GRANITE CURB
- R.O.W. RIGHT OF WAY
- E EASEMENT LINE
- P PROPERTY LINE

N/F THORNWOOD COMMONS UNIT OWNERS' ASSOCIATION,
C/O GREAT NORTH PROPERTY MANAGEMENT
3 HOLLAND WAY
EXETER, NH 03833
TAX MAP M, LOT 4



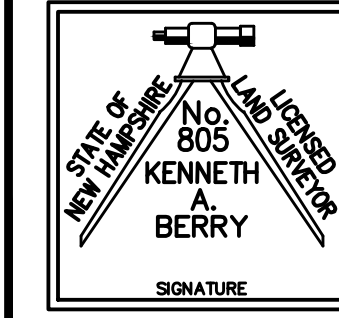
N/F CANNEY BROOK ENGINEERING AND
CONSULTING, WILLIAMS R CRAIG AND ANN T
AND PRESTON H
154 MIDDLE ROAD
DOVER, NH 03820
TAX MAP K, LOT 6

I CERTIFY THAT THIS SURVEY PLAT IS NOT A
SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE
LINES OF STREETS AND WAYS SHOWN ARE THOSE OF
PUBLIC OR PRIVATE STREETS OR WAYS ALREADY
ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

KENNETH A. BERRY L.L.S. 805 DATE

UNDERGROUND UTILITY EASEMENT PLAN
AS-BUILT OF PRESTON PLACE &
THE VILLAGE AT THORNWOOD COMMONS
FOR
CHANGING PLACES, LLC
THORNWOOD LANE
DOVER, NH 03820
MAP K LOT LOT 19-1 & TAX MAP M, LOT 4

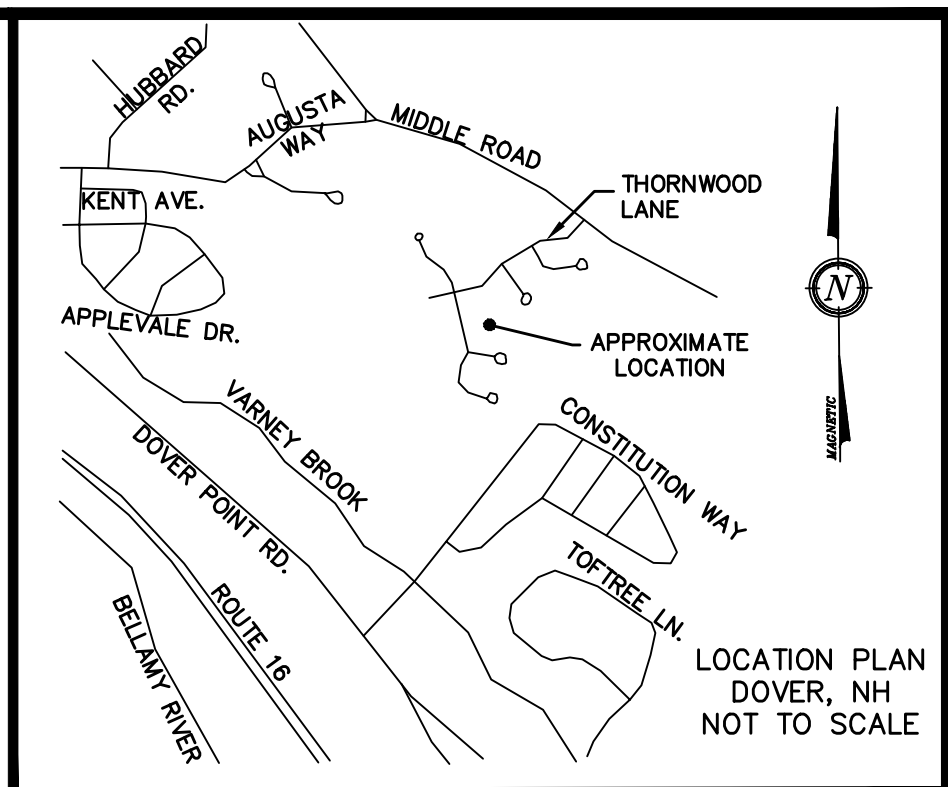
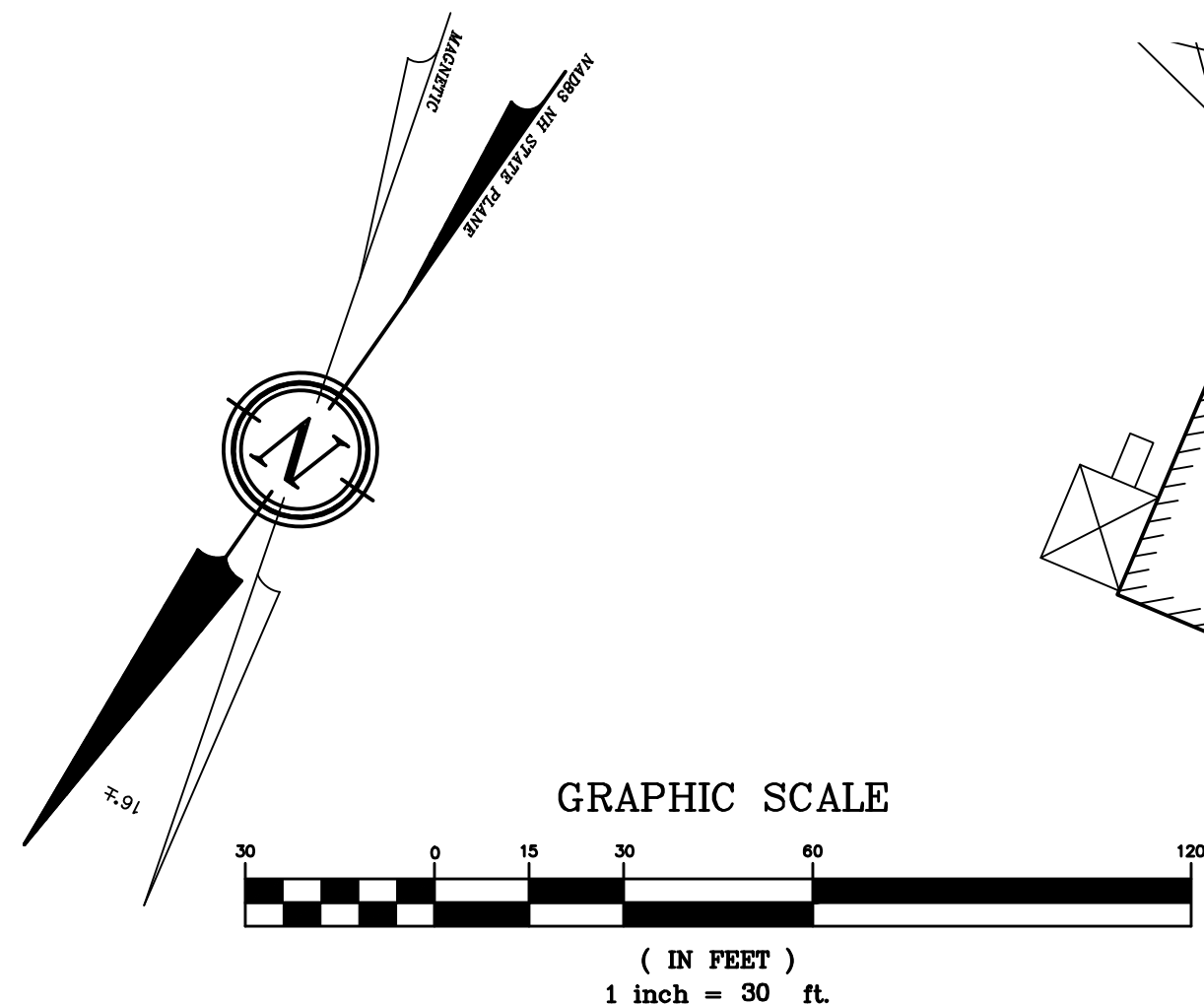
BERRY SURVEYING & ENGINEERING
335 SECOND CROWN POINT ROAD
BARRINGTON, NH 03825 (603)332-2863
SCALE : 1 IN. EQUALS 30 FT.
DATE : DECEMBER 4, 2018
FILE NO. : DB 2017 - 084



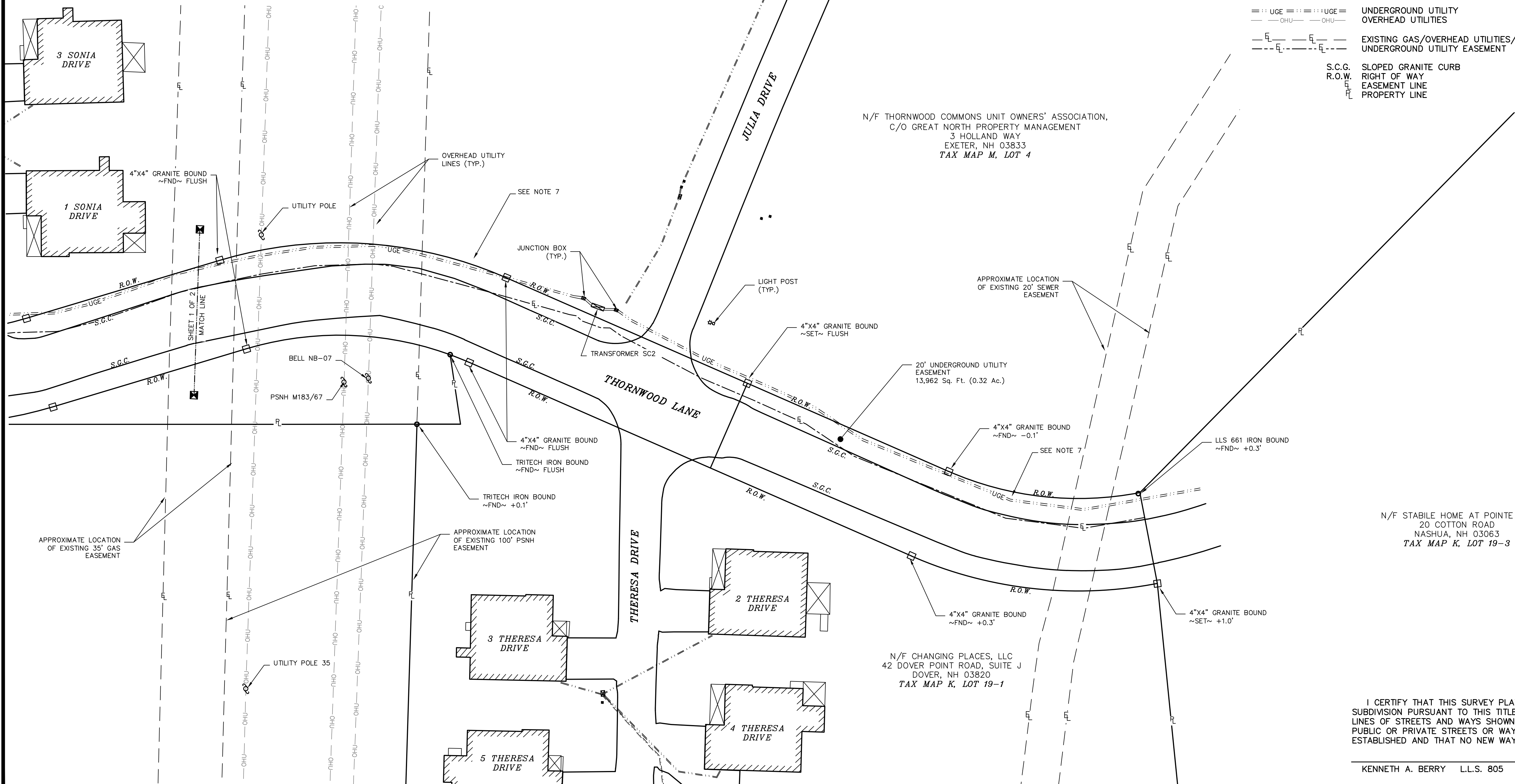
SHEET 1 OF 2

REVISION	DATE	DESCRIPTION
#1	12-5-18	REVISED PER PLANNING REQUEST

- 1.) OWNER: CHANGING PLACES, LLC.
42 DOVER POINT ROAD, SUITE J
DOVER, NH 03820
- 2.) I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE & BELIEF, THIS PARCEL DOES NOT FALL WITHIN THE FLOOD PLAIN FLOOD HAZARD REF.: FEMA COMMUNITY # -330145, MAP# - 33017C0340E, DATED: SEPTEMBER 30, 2015
- 3.) VERTICAL DATUM IS BASED ON USGS NAVD88 ELEVATIONS. HORIZONTAL COORDINATES BASED ON NAD07 NH STATE PLANE COORDINATES. COORDINATES GATHERED FROM TOPCON HIFER SR SURVEY GRADE GPS RECEIVERS.
- 4.) ALL BOUNDARIES WERE LOCATED OFF AN OPEN GPS CONTROL NETWORK.
- 5.) THE INTENT OF THIS PLAN IS TO SHOW THE PORTION OF THE UNDERGROUND UTILITY EASEMENT, FOUND IN STAFFORD COUNTY REGISTRY OF DEEDS BOOK 3693, PAGE 939, WHICH THORNWOOD LANE IS SUBJECT TO.
- 6.) UNDERGROUND UTILITY LOCATIONS ARE BASED UPON GROUND LOCATIONS BY DIGSAFE, AND SURVEY LOCATED AS PART OF THE CONSTRUCTION AS-BUILT FOR THORNWOOD COMMONS.
- 7.) THIS PLAN ONLY DEPICTS THE LIMITS OF THE EASEMENT WITHIN THE THORNWOOD RIGHT OF WAY, AND DOES NOT SHOW THE LIMITS OF THE EASEMENT LOCATED OUTSIDE THE THORNWOOD RIGHT OF WAY ON PROPERTY OWNED BY THE THORNWOOD COMMON HOME OWNERS ASSOCIATION.



	GRANITE BOUND (FND/SET)
	IRON BOUND (FND)
	IRON PIPE (FND)
	UTILITY POLE
	LIGHT POST
== :: UGE == :: :: UGE ==	UNDERGROUND UTILITY
— — OHU — — — — OHU — —	OVERHEAD UTILITIES
—  — —  — —	EXISTING GAS/OVERHEAD UTILITIES/SEWER EASEMENT
— — —  — — —  — — —	UNDERGROUND UTILITY EASEMENT
S.C.G.	SLOPED GRANITE CURB
R.O.W.	RIGHT OF WAY
	EASEMENT LINE
	PROPERTY LINE



I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

KENNETH A. BERRY L.L.S. 805 DATE

#1	12-5-18	REVISOR PER PLANNING REQUEST	DESCRIPTION

UNDERGROUND UTILITY EASEMENT PLAN
AS-BUILT OF PRESTON PLACE &
THE VILLAGE AT THORNWOOD COMMONS
FOR
CHANGING PLACES, LLC
THORNWOOD LANE
DOVER, NH 03820
MAP K LOT 19-1 & TAX MAP M, LOT


BERRY SURVEYING & ENGINEERING
 335 SECOND CROWN POINT ROAD
 BARRINGTON, NH 03825 (603) 332-2863
 SCALE : 1 IN. EQUALS 30 FT.
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