



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 13, 2019**
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. ACCEPTANCE OF TERM SHEET BETWEEN THE CITY OF DOVER THROUGH THE DOVER HOUSING AUTHORITY AND CPI MANAGEMENT LLC
SPONSORED BY MAYOR WESTON BY REQUEST**
 - B. CDBG ACCEPTANCE OF ACTION PLAN AND ENTITLEMENT FUNDS
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. February 20, 2019 – Workshop Session**
 - B. February 27, 2019 – Workshop Session**
 - C. February 27, 2019 – Regular Meeting**
 - D. March 6, 2019 – Workshop Session**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - B. ORDINANCES IN THE 3RD READING**



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C. RESOLUTIONS

- 1. ACCEPTANCE OF TERM SHEET BETWEEN THE CITY OF DOVER THROUGH THE DOVER HOUSING AUTHORITY AND CPI MANAGEMENT LLC
SPONSORED BY MAYOR WESTON BY REQUEST**
- 2. CDBG ACCEPTANCE OF ACTION PLAN AND ENTITLEMENT FUNDS
SPONSORED BY MAYOR WESTON BY REQUEST**

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Seacoast Growers Association**
- 2. RAFFLE – Wentworth-Douglass Foundation**
- 3. ROAD RACE – Wentworth-Douglass Foundation**
- 4. TAG – Dover Baseball**
- 5. AUTHORIZATION TO COMMIT FUNDS TO CONTINUE RETENTION OF ATTORNEY JOHN HALL
SPONSORED BY MAYOR WESTON BY REQUEST**

COMMITTEE REPORTS

- | | |
|--|--|
| 1. School Board | 15. Parking Commission |
| 2. Planning Board | 16. Pool Advisory Committee |
| 3. 400th Anniversary Committee | 17. Recreation Advisory Board |
| 4. Appointments Committee | 18. Solid Waste Advisory Commission |
| 5. Arena Commission | 19. Transportation Advisory Commission |
| 6. Arts Commission | 20. Waterfront TIF Advisory Board |
| 7. Conservation Commission | 21. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 8. Downtown TIF Advisory Board | 22. Joint Building Committee Garrison Elementary School |
| 9. Energy Commission | 23. COAST |
| 10. Heritage Commission | 24. Dover Main Street |
| 11. Legislative Liaison | 25. Strafford Regional Planning Commission |
| 12. Library Board of Trustees | 26. Tri-City Homelessness Task Force |
| 13. McConnell Center Advisory Committee | |
| 14. Ordinance Committee | |

B. RESOLUTIONS

- 1. OPERATION OF KENO GAMES IN DOVER
(TO BE REFERRED TO A PUBLIC HEARING
SPONSORED BY MAYOR WESTON BY REQUEST**
- 2. APPROPRIATION FOR SHAW'S LANE WATER WELL AND FIELD IRRIGATION SYSTEM (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
(TO BE REFERRED TO PUBLIC HEARING ON MARCH 27, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**



CITY OF DOVER

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C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166 – VEHICLES AND TRAFFIC, SECTION 50 & 56
(TO BE REFERRED TO A PUBLIC HEARING
SPONSORED BY MAYOR WESTON BY REQUEST**

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN

City Manager's Report

March 13, 2019

Reporting on February 2019



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

- Virginia – Uncashed checks and unclaimed funds greater than \$999.99
- Dover – Tax deed documents for 76 Polly Ann Trailer Park
- Rochester – Insufficient checks from Keenan Contracting
- Dover – Spruce Lane

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. Case appealed to NH Supreme 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. Trial scheduled for week of November 5, 2019.

McQuade Realty, Inc v. JAD Investments LLC & City: City Attorney filed an Answer and Appearance.

Industrial Tower & Wireless, LLC v. City: ITW claims that the City has unreasonably restricted construction of wireless facilities. Complaint dated 01.17.2019 filed with the US District Court in Concord.

City V. Cocheco Falls Associates, LP – City filed a Complaint in Strafford County Superior Court for Damages and Request for Declaratory Relief regarding the Cocheco Falls Dam Lease Agreement.

	February 2019	FY19	FY18	FY17
Legal Matters/Questions Handled	39	251	456	354
Document Creation & Review Including Contracts	24	165	259	271
Right to Know Requests Processed	04	23	94	73
Resolutions	06	25	67	42
Ordinances	03	11	10	13

Product & Process Outcomes: Assistance to City Departments

City Council	Drafting/review of resolutions and ordinances; Opioid litigation, General Code Recodification; Dover Board Alternates
City Manager	Temporary warming shelter; Conflict of interest
Community Services	Tree Cutting notice; Verizon Tower as-built plans; Cochecho Street Pump Station; Folsom Street dumping problem; Guardrail damage; Water runoff damage; Liquid in road letters; Chapter 99/152 Permits; Drainage issue on Tanglewood Drive; New York Street issue; Performance Bonds; Citizen complaint; Lot line exchange; Jacqueline Drive; Backflow preventer
Executive	Sustainability Commission inquiry; Arts Commission Grant Application; Payroll Deduction Plans
Fire & Rescue	Propane tank on abandoned property; Place of Assembly letter
Finance	Ethics Commission and Board of Health; Ward 2 & 3 polling locations; Discharges and Liens
Planning	Planning document on city website; City parcel research; Conflict of interest; License Agreement for Carnegie Holdings; Third Street Utility Lease Plan; DHA affordable housing; 6 Elmwood Avenue; Waterfront redevelopment term sheet
Police	Driver Privacy Act
Public Library	No legal assistance needed.
Public Welfare	No legal assistance needed.
Recreation	McConnell Center Lease Agreement and Resolution; Dover Rising Water Mural
School	Review of Facilities Management Services Agreement; RTK inquiries; Assistance to HS/CTC JBC
Committees	No legal assistance needed.

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

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

Business activity in the region expanded at a moderate pace with nearly all contacted manufacturers, hotels, software and IT companies reporting year-over-year increases in sales and revenues in recent weeks. Recent retail activity, after the strongest on record for downtown merchants with City assisted sales help, has experienced the seasonal first quarter decline. Commercial real estate activity, including multifamily/ mixed use projects was robust regionally and locally. Non-residential industrial development, limited by the high cost of new builds and the lack of accelerator space units, are now seeing some breakthroughs 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 declining demand, with increases in 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 1.7%. Planned wage increases are gaining momentum with prices increasing slightly to moderately in most sectors (3.0-3.5 %). Contacts expect moderate 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 being overcome by strong fundamentals. Most recently the US economy is growing at a record pace (GDP growth at 4.2% over Q3, 2.6% for the year, but declining to 2% over the course of 2019) with tariff and trade policy concerns. Interest rates are erratically rising and falling within narrow ranges but so far, this has not slowed the increase in mortgage and debt financing yet. Downtown retailers, bars and restaurants are experiencing flat 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, the Chamber of Commerce and the Dover Retail Committee. Retailers reported they continue to be helped by the First Fridays Art Walk events, the Dover Arts Festival and other events with the cooperation of virtually all merchants City wide.

Selected Business Services:

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

in Dover. Wages, while up significantly in critical skill areas, remain just above inflation on average, as do prices. To attract highly skilled workers in growing industries these firms are expanding their social media and technological attraction efforts. Increased health insurance costs remain a concern with the uncertainty of the future reform of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Experienced wait staff is at a premium. Overall the sector is optimistic and expecting high single digit growth over the next two quarters and beyond.

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

Predictions for 2019 revenue growth are in the 7% 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 this month. 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 that were experiencing difficulty in filling the commercial component while booking the residential component immediately have now filled their commercial space. 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 Avenue project is currently going forward with demolition and some new construction observed. The Robbins building downtown sold to Cathartes who has now completed demolition of the building and is now well along in the process of building above ground stories 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 5.45% 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 slightly 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 condo's will continue throughout 2019 with a probable pause in growth late in 2020 or early 2021.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting 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 and most world economies are not doing as well and that softens support for the US economy. The Chinese economy has slowed but China's GDP is still growing, but at a very reduced 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 so far, but depending on the outcome of pending trade talks with China, 25% tariffs on over \$400 million in Chinese goods sales in the US could be sanctioned if the intellectual property theft cannot be remedied. 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, SUV and auto sales have declined again in February. Locally we are seeing some confidence in future auto sales expressed in two large dealership expansion and upgrade investments on Dover Point Road. Dealership auto inventories on site are growing. 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 late building season. Outlook for the balance of the year remains very positive. Very few manufacturing buildings in the 20,000-

30,000 SF 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 Board member assignments. 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 relatively flat sales results. Year-over-year store sales range from even to up 8% but these sectors are now in their annual Q1 low demand period. The recent stock market increases have calmed many 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 significant store closings and layoffs. Sears has declared bankruptcy and J.C. Penney and Payless are on the ropes. 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 2019. 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 February despite the seasonal first quarter decline. Dover's current unemployment rate is 1.7%. 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. 2018 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, upper stories being built).
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from "sticker shock" for new builds. Four projects expected to begin in 2019.
- 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 is underway.

Parking Division

Meter Activity

	January 2019	January 2018
Meter Transactions	35,099	31,717
Income from Meters - Total	\$49,808	\$44,080
Income from Meters – Parking Garage	\$5,520	\$5,700
Meter Days	21	21
Average Meter Transactions Per Day	1,671	1,510
Transaction Increase / Decrease	+10.6%	

	Fiscal Year 2019	Fiscal Year 2018
Meter Transactions	268,937	257,857
Income from Meters - Total	\$368,900	\$336,213
Meter Days	145	145
Average Meter Transactions Per Day	1,855	1,778
Transaction Increase / Decrease	+4.3%	

COAST

Ridership Activity

Month	Route 1	Route 2	Route 33 (FasTrans)
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
November 2018	5,193	15,055	1,107
December 2018	5,049	14,655	899
January 2019	5,221	14,432	1,067

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **City Hall, 2nd Floor Conference Room**
Meeting Date: **Wednesday, February 20, 2019**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Williams led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

Absent: Councilor Gasses, Councilor Keane, and Councilor Muffett-Lipinski.

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

5. CITIZEN'S FORUM

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

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

6. DISCUSSIONS

A. SEMINAR RELATED TO RECOGNIZING AND REDUCING BIAS IN OURSELVES AND OUR COMMUNITY

City Manager Joyal introduce Ms. Michele Holt-Shannon, University of New Hampshire, to the Council.

Ms. Holt-Shannon spoke to the Council regarding recognizing and reducing bias in ourselves and our community.

Councilor Shanahan moved to suspend the rules to allow open discussion in the room; seconded by Deputy Mayor Carrier.

Roll Call Vote: 6/0.

The Council and audience members shared experiences and discussed the issue of how the Council as leaders of the City need to step up and address this issue.

7. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Williams.

Vote: 6/0.



CITY OF DOVER

CITY COUNCIL - AGENDA

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Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 27, 2019**
Meeting Time: **6:00 pm**

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 Shanahan, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Muffett-Lipinski.

Also Present: City Manager Joyal, City Manager Blenkinsop, and City Clerk Mistretta.

5. CITIZEN'S FORUM

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

John Mettee, 56 Rutland Street: He gave an overview of the Cochecho Waterfront Development Advisory Committee (CWDAC) activities to the Council.

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

6. DISCUSSIONS

1. COCHECO WATERFRONT DEVELOPMENT

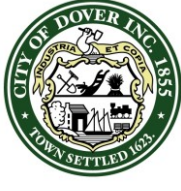
City Planner Bird gave an overview of the upcoming resolutions coming before the Council during the upcoming regular meeting.

CWDAC Chairperson Lynch gave a progress report to the Council.

Assistant City Manager Parker gave an overview of the Term Sheet and Summary of the Term Sheet handouts to the Council.

7. ADJOURNMENT

Councilor Thibodeaux moved to adjourn; seconded by Councilor Ciotti.
Vote: 8/0.

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4. ROLL CALL ATTENDANCE

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

Absent: Councilor Muffett-Lipinski.

Also Present: City Manager Joyal, City Manager Blenkinsop, and City Clerk Mistretta.

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

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

7. PUBLIC HEARINGS

A. CHAPTER 22 – ETHICAL STANDARDS
SPONSORED BY MAYOR WESTON

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

B. CHAPTER 133 – PEDDLERS AND VENDORS, SECTION 4 - APPLICATIONS
SPONSORED BY MAYOR WESTON BY REQUEST

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

8. CITIZEN’S FORUM

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

Marc Blumenthal, 11 Nute Road: He spoke about thee for transparency. He spoke against the NHDOT proposal for a Welcome Center at Exit 6W on the Spaulding Turnpike. He also said the plans for a bike path on Nute Road was planned by Dover Public Works without the knowledge of the residents. He spoke against the xfinity monopoly and the need for the City to allow for competitors.

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Joanne Bloom, 83 Spur Road: She spoke against the NHDOT proposal for the Rest Area at Exit 6W on the Spaulding Turnpike.

Gretchen Lothrop, 16 Grandview Drive: She spoke in favor of the School Department's proposed budget.

Sharon Boucher, 40 New Rochester Road: She spoke in favor of the School Department's proposed budget.

Deputy Mayor Carrier moved to suspend the rules to allow Dover Teacher Union President Lisa Dillingham of Strafford to address the Council; seconded by Councilor Ciotti.
Vote: 8/0.

Dover Teacher Union President Lisa Dillingham: She spoke in favor of the School Department's proposed budget.

Mary Hebbard, 97 Spruce Lane: She spoke for the tax cap and against the School's proposed budget. She referred to S.311 – 116th Congress, and stated that Senators Shaheen and Hassan both voted against.

Jennifer McCarthy, 18 Preble Street: She spoke in favor of the School Department's proposed budget.

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

9. CITY MANAGER'S REPORT

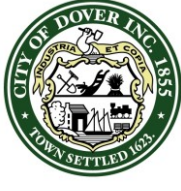
City Manager Joyal submitted his report in writing. He addressed items that were happening in the City: Cocheco Dam wall replacement, tree cutting around Willand Pond, railroad track work around Red's Shoe Barn. He referred to his report and discussed storm budget, financials, and employee anniversaries.

Mayor Weston started a discussion regarding the NHDOT proposed Welcome Center and the resolution on the Agenda.

Mayor Weston asked about the City's road paving schedule and when Spur Road would be completed.

Community Services Director Storer said Spur Road is scheduled for a complete reconstruction this summer. He said it was a top priority.

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

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Chambers</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, February 27, 2019</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Chambers	Meeting Date:	Wednesday, February 27, 2019	Meeting Time:	7:00pm
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Councilor Ciotti moved to move Item #13.B.1. up on the Agenda to follow the City Manager's Report; seconded by Councilor Shanahan.

Vote: 8/0.

Councilor Thibodeaux moved for the adoption of Item #13.B.1.; seconded by Councilor Ciotti. Councilor Thibodeaux gave an overview of the Resolution to the Council.

Roll Call Vote: 8/0.

10. APPROVAL OF MINUTES

A. February 13, 2019 – Regular Meeting

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

Vote: 8/0.

11. MAYOR'S REPORT

Mayor Weston spoke about the Children's Museum of New Hampshire solar array ribbon cutting. She said they received a letter from Senator Shaheen congratulating all those involved in the project.

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

Vote: 8/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 22 – ETHICAL STANDARDS

SPONSORED BY MAYOR WESTON

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Williams

Roll Call Vote: 8/0.

2. CHAPTER 133 – PEDDLERS AND VENDORS, SECTION 4 - APPLICATIONS

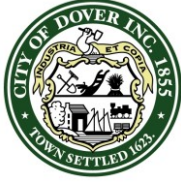
SPONSORED BY MAYOR WESTON BY REQUEST

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

Roll Call Vote: 8/0.

B. ORDINANCES IN THE 3RD READING

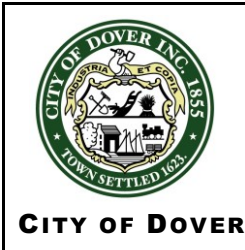
C. RESOLUTIONS

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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Great Bay Figure Skating Club**
2. **ROAD RACE – Horne Street School PTG**
3. **ROAD RACE – American Cancer Society, March 24, 2019**
4. **ROAD RACE – American Cancer Society, April 7, 2019**
5. **B15060 ADDITIONAL DESIGN SERVICES FOR WATERFRONT DEVELOPMENT
PHASE III FLEX FUND**
SPONSORED BY MAYOR WESTON BY REQUEST
6. **B18056 AWARD OF BID TRAFFIC CONTROL/FLAGGING SERVICES YEAR TWO**
SPONSORED BY MAYOR WESTON BY REQUEST
7. **APPROVAL OF PUBLIC ART INSTALLATION AT THE DOVER INDOOR POOL
BUILDING**
SPONSORED BY MAYOR WESTON BY REQUEST
8. **CITY WIDE 2019-2020 GROUNDWATER MONITORING PROGRAM WITH EMERY
& GARRETT GROUNDWATER INVESTIGATIONS LLC**
9. **APPROVAL OF NH INDOONESIAN COMMUNITY SUPPORT LEASE AGREEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
10. **AUTHORIZATION TO SEEK LOT LINE ADJUSTMENT BETWEEN CITY-OWNED
PARCELS ON RIVER STREET AND WASHINGTON STREET**
SPONSORED BY MAYOR WESTON BY REQUEST
11. **COCHECO WATERFRONT DEVELOPMENT WETLANDS PERMIT APPLICATION**
SPONSORED BY MAYOR WESTON BY REQUEST
12. **APPROVAL OF LAND EXCHANGE AND LOT LINE ADJUSTMENT AGREEMENT
BETWEEN CITY AND CANDIA SOUTH BRANCH BROOK HOLDINGS, LLC**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 27, 2019**
Meeting Time: **7:00pm**

COMMITTEE REPORTS

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

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

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

Councilor Thibodeaux pulled Item 13.A.6.

Councilor Shanahan pulled Item 13.A.7.

Deputy Mayor pulled the highlighted Committee Reports.

Roll Call Vote: 8/0.

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

Councilor Thibodeaux addressed her concerns of the Traffic Control/Flaggers services.

Roll Call Vote: 8/0.

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

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

Roll Call Vote: 8/0.

Councilor Ciotti gave an overview of the Planning Board Report to the Council.

Deputy Mayor Carrier moved to accept the Planning Board Report; seconded by Councilor Thibodeaux.

Vote: 8/0

Councilor Keane gave an overview of the Arena Commission Report to the Council.

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

Vote: 8/0

Councilor Shanahan gave an overview of the Arts Commission Report to the Council.

Deputy Mayor Carrier moved to accept the Arts Commission Report; seconded by Councilor Thibodeaux.

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Vote: 8/0

Councilor Shanahan gave an overview of the Downtown TIF Advisory Board Report to the Council.

Deputy Mayor Carrier moved to accept the Downtown TIF Advisory Board Report; seconded by Councilor Williams.

Vote: 8/0

Councilor Thibodeaux gave an overview of the Energy Commission Report to the Council.

Deputy Mayor Carrier moved to accept the Energy Commission Report; seconded by Councilor Williams.

Vote: 8/0

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

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

Vote: 8/0.

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

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

Vote: 8/0.

B. RESOLUTIONS

- 1. CITY'S OPPOSITION TO DEVELOPMENT OF WELCOME CENTER IN AREA OF EXIT 6 OF SPAULDING TURNPIKE**
SPONSORED BY DOVER CITY COUNCIL

Moved up on the agenda to follow the City Manager's Report.

- 2. ACCEPTANCE OF TERM SHEET BETWEEN THE CITY OF DOVER THROUGH THE DOVER HOUSING AUTHORITY AND CPI MANAGEMENT LLC (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 13, 2019.)**
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on March 13, 2019; seconded by Councilor Thibodeaux.

Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 27, 2019**
Meeting Time: **7:00pm**

**3. CDBG ACCEPTANCE OF ACTION PLAN AND ENTITLEMENT FUNDS
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 13, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on March 13, 2019; seconded by Councilor Gasses.

Vote: 8/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Thibodeaux referred to the Citizen's Forum comments regarding S.311 – 116th Congress, and stated the Bill was redundant and therefore defeated for that reason.

Mayor Weston started a discussion regarding putting the Keno question on the City's Ballot this Fall. She asked if there was Council consensus.
There was Council consensus.

16. ADJOURN

Councilor Shanahan moved to adjourn; seconded by Councilor Williams.
Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **City Hall, 2nd Floor Conference Room**
Meeting Date: **Wednesday, March 6, 2019**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Shanahan 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 Shanahan, Councilor Thibodeaux, and Councilor Williams.

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

5. CITIZEN'S FORUM

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

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

6. DISCUSSIONS

A. MASTER PLAN AND DEPARTMENTAL STRATEGIC PLANS

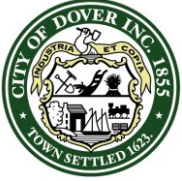
Assistant City Manager Parker gave a PowerPoint presentation regarding the Master Plan and Departmental Strategic Plans.

7. ADJOURNMENT

Councilor Ciotti moved to adjourn; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

PowerPoint presentation has been archived with these Minutes.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.02.27 – 028**
Resolution Re: **Acceptance of Term Sheet between the City of Dover through the Dover Housing Authority and CPI Management, LLC**

WHEREAS: The City of Dover is committed to development as part of its economic development goals and objectives in order to create a vibrant city; and

WHEREAS: The City is the owner of property located at 31 River Street, known as Tax Map 22, Lot 1, consisting of 29.19 acres along the Cocheco River and is interested in redeveloping the property to the highest and best use; and

WHEREAS: Via Resolutions R-2007.05.23-064 and R-2015.03.25-28, both attached hereto and incorporated herein, the City Council has reaffirmed its commitment to working with the Dover Housing Authority (“DHA”) and the Cocheco Waterfront Development Advisory Committee (“CWDAC”) toward the redevelopment of the property; and

WHEREAS: Following a lengthy planning and request for qualification process, CWDAC selected CPI Management, LLC as the developer most qualified to develop the property in accordance with CWDAC’s vision and guidelines; and

WHEREAS: The City and Developer have drafted a Term Sheet, attached hereto and incorporate herein, containing the key elements of a Development Agreement including, but not limited to, transfer of the property, project phasing, and public improvements.

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

The City Council approves the Term Sheet between the City and the Developer and authorizes the City Manager to sign the Term Sheet.

AND BE IT FURTHER RESOLVED THAT:

The City Manager, working in conjunction with the DHA and CWDAC, is authorized to negotiate and finalize a Development Agreement with CPI Management, LLC consistent with the terms and conditions of the Term Sheet regarding the redevelopment of the property at 31 River Street, Tax Map 22, Lot 1, and to sign all necessary documents to effectuate the purposes of the Term Sheet and the Development Agreement, including but not limited to documents to be recorded with the Registry of Deeds, such as deed(s) and/or easement(s).

AND BE IT FURTHER RESOLVED THAT:

The City Manager is authorized to pursue subdivision of the property as necessary and appropriate and may transfer the property, or subdivided portions thereof, consistent with the provisions of the Term Sheet and the Development Agreement.

REFER TO A PUBLIC HEARING



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.02.27 – 028**
Resolution Re: **Acceptance of Term Sheet between the City of Dover through the Dover Housing Authority and CPI Management, LLC**

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: Sue Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date: 02/27/2019	Public Hearing Date: 03/13/2019
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 – 2019.02.27 – 028**
Resolution Re: **Acceptance of Term Sheet between the City of Dover
through the Dover Housing Authority and CPI
Management, LLC**

RESOLUTION BACKGROUND MATERIAL:

The City of Dover through and including the DHA is negotiating a Development Agreement with CPI Management, LLC for the redevelopment of the waterfront property. The City intends to finance all or a portion of the Public Improvement using tax increment financing (currently authorized up to \$6,600,000.00). The property will be redeveloped in a manner consistent with the City's Master Plan, and consistent with a pro-diverse economic development policy endorsed by the Dover Business and Industrial Development Authority and Planning Board.

The Term Sheet was approved by CWDAC on January 29, 2019 and the DHA on February 19, 2019.

See City Council Resolutions R-2007.05.23-064 and R-2015.03.25-28 attached.

See attached draft Term Sheet.

TERM SHEET

The City of Dover, New Hampshire through and including the Dover Housing Authority (“City”) and CPI Management LLC (the “Developer”) (collectively the “Parties”) intend to enter into a Development Agreement concerning the development of a certain property in Dover, New Hampshire that the City owns.

1. The Developer seeks to develop a portion of the property known as Map 22 Lot 1 consisting of approximately 21 acres, more or less, along the Cochecho River, as depicted on a survey entitled “Lot Line Adjustment Plan, City of Dover” (add plan details when available) (the “Project Site”) in Dover, New Hampshire. The Developer intends to develop the Project Site consistent with the applicable design guidelines and in such a way that it is more likely than not that upon completion, the assessed value of the Project Site will meet or exceed the Guaranteed Tax Assessment Value described in section 8. A more detailed agreement will be signed by the Parties with the terms set forth herein and additional terms as may be necessary and/or customary (the “Development Agreement”).
2. The Parties agree that this Term Sheet will be reviewed and approved by the Cochecho Waterfront Development Advisory Committee (CWDAC) and the Board of Directors for the Dover Housing Authority, prior to review and consideration by the Dover City Council.
3. Developer’s rights pertain to purchase and development of the Project Site, less portions to be retained by the City. The City shall subdivide the Project Site into parcels as shown on a Concept Site Plan that will depict the parcel(s) to be retained by the City and the parcels that are intended to be conveyed to the Developer. Development and the transfer of parcels shall be completed in phases, as depicted upon a Concept Site Plan and agreed to by both Parties. Pursuant to said plan, both Parties shall agree to benchmarks for each phase of development based on reasonable and customary time periods for design, permitting, construction and marketing of each phase of the development. The fulfillment of those benchmarks shall provide security for the opportunity to complete the next phase of development.

In concert with the development of benchmarks, there shall also be a deadline for completion of said benchmarks. With each deadline shall also be a mechanism for reasonable extensions should they be required to be mutually agreed upon by the Parties. Should there be a cost for an extension, the Developer shall not have to pay a cost, if the delay causing the extension is the City’s responsibility.

4. The Developer shall file for site plan application with the Dover Planning Board for the full build-out of the Phase I (South side of Washington Street) of the project, as depicted on a Concept Site Plan described in section 5 below, no later than December 31, 2019, unless extended with the written consent of the City, which shall not be unreasonably withheld. The Developer shall commence construction of Phase I by March 31, 2021.

The Developer shall obtain approval from CWDAC by June 1, 2020 of an updated Concept Site Plan, and final site plan approval for Phase II (North side of Washington Street) within six months of approval of the Remedial Action Plan (“RAP”) as described in section 5, as depicted on a Concept Site Plan described in section 5 below, unless (i) extended with the written consent of the City, which shall not be unreasonably withheld or (ii) as extended by the City’s delay in performance of a condition precedent that it owes to Developer.

5. The Project shall include certain “Public Improvements” and certain “Private Improvements”

as more specifically described within the Development Agreement and depicted upon a Concept Site Plan developed as an exhibit to the Development Agreement. The Public Improvements shall be completed at the sole cost and expense of the City unless otherwise specified herein or in the Development Agreement. The Private Improvements shall be completed by the Developer at its sole cost and expense unless otherwise specified herein or in the Development Agreement.

The City contemplates the construction of public infrastructure and public amenities within the Project Site, including excavation of the “Bluff” area, grading of the Project Site to raise the elevation in anticipation of sea level rise, shoreline stabilization, the development of a public park along the waterfront, and completion of legally required environmental remediation in accordance with a Remedial Action Plan (RAP) approved by both Parties, in writing prior to submission to the State, and subsequently approved by the State. Prior to the Developer’s commencement of construction of Phase I of the project, the City shall have completed Public Improvements in the Southern portion of the Project Site necessary for Developer to commence construction on the Phase I parcel, the scope of which shall be more particularly specified in the Development Agreement.

The Public Improvements shall also include Street, Streetscape and Utilities Improvements (specifics of utilities improvements will be negotiated as part of Development Agreement) including the public streets, sidewalks, utility services stubbed to the development parcels, parking areas open to the general public, sitework to bring the development parcels to “pad ready” condition, and other infrastructure improvements to be constructed to serve the Waterfront Park and the Private Improvements. The City shall cause for the design, engineering and completion of Public Street, Streetscape and Utility Improvements at its costs, with reasonable opportunity for input by the Developer.. The City intends to finance all or a portion of the Public Improvement using tax increment financing (currently, authorized up to six million six hundred thousand dollars (\$6,600,000)). The Developer, with the written approval of the City, may complete some or all of the Public Improvements with an associated credit against the purchase price. The Public Improvements may be phased so as to be completed consistent with the Developer’s phasing of the Project according to a schedule and standards to be mutually agreed upon by the Parties.

The Private Improvements shall comprise mixed-use development which shall include multi-family residential, office, retail, restaurant, and, possibly, hotel and/or banquet facilities, along with dedicated private parking serving those uses, which may be shared by among the Parcels. The following elements comprising the development program shall be depicted on a Concept Site Plan to accompany the Development Agreement:

- Approximately four hundred and seventy-five (475) multi-family residential units and hotel rooms.
 - Approximately 25,000 gross square feet of street level commercial space, including restaurant space.
 - Approximately 500,000 gross square feet total.
 - The conceptual development program is predicated upon the assumption that the Developer shall receive a conditional use permit to erect five story buildings.
 - The Concept Site Plan will document what percentage each building will be leasable ground floor space for commercial uses as mutually agreed upon by the Parties
6. In the event that the development of the Project Site is approved by the Dover Planning Board, all conditions precedent related to such approval have been satisfied, and all applicable

appeal periods have expired, the City shall convey, by quitclaim deeds, the parcel known as Map 22 lot 1, in parts consistent with an approved subdivision plan to the Developer for a total cost \$3,372,500, as paid in pro-rata installments per parcel, and pursuant to the subdivision plan. The pro-rata costs shall be based upon the residential and/or hotel unit count in that phase at a cost outlined below.

A \$100,000 payment to the City (“the deposit”) from the Developer shall be used for expenditures by the City, including expenditures incurred by the City to hire experts and other consultants (economic, legal and site design).

Developer has and shall pay the Deposit as follows: Developer shall be credited for its \$20,000 initial deposit, which was paid by Developer at the time of its designation as the “Preferred Developer”, an additional \$20,000 Developer deposit to be paid upon the execution of this Term Sheet, and an additional \$60,000 deposit to be paid upon execution of Development Agreement. Half of the Deposit shall be credited against the purchase price of Phase I purchased by Developer at the time of conveyance of such parcel, with the balance to be credited against the purchase prices of the remaining parcels on a pro rata basis.

The purchase price for each parcel shall be based upon a rate of \$7,100 per unit proposed for that parcel, up to 475 units of residential or hotel (or a mixture thereof).

The Developer shall have the right, on a phase by phase/parcel by parcel, basis to provide for the construction of Public Improvements, as noted in section 5 the cost of which would be credited towards the purchase price. In addition, the Developer shall have the right to provide improvements which offset the Public Safety and Recreation Impact Fees, subject to the written consent of the City. The City shall retain a right of reverter on any parcel transferred should the project not be completed on the parcel in question within the time frames mutually agreed upon by the Parties.

7. Once the State of New Hampshire has approved the required RAP for the Project Site, the City shall cause the commencement of construction of the Public Improvements by no later than one (1) year following the RAP approval. The City shall notify Developer when it has received a Certificate of Completion, Certificate of No Further Action or similar evidence of completion of the RAP from the State of New Hampshire and Developer shall have no obligation to take possession of any parcel of the Project Site until the City has provided such evidence and all project benchmarks shall be extended accordingly. Cost-sharing for any ongoing monitoring and mitigation costs related to the environmental remediation shall be mutually agreed upon by the Parties.
8. No later than 18 months following issuance of the Certificate of Occupancy for the Private Improvements on Phase I developed, the Project Site shall have a minimum Guaranteed Tax Assessment Value of approximately \$7,500,000 per building (estimated \$15,000,000 total for the South Side development). In each relevant tax year thereafter if the actual tax assessment is less than the Guaranteed Tax Assessment Value, the project owner shall owe and pay the tax shortfall to the City as if the Project Site was assessed at the Guaranteed Tax Assessment Value.
9. The Developer shall convey to the City a Performance Mortgage to secure the Developer’s Guaranteed Tax Assessment obligations.
10. Developer shall have the right to transfer the Parcels (as shown on the subdivision plan), the

Development Agreement, and all or a portion of its rights in the Project Site (pursuant to this Term Sheet, Developer's status as Preferred Developer, the Development Agreement and any relevant permits, authorizations, approvals, resolutions or similar documents) to one or more special purpose entities ("SPE") formed for the sole purpose of developing the Private Improvements (each, an SPE), provided that either Jeffrey Johnston or James Goldenberg, the principals of Developer, retain Control of each such SPE. For purposes of this Term Sheet, "Control" means the ability, directly or indirectly, to direct or cause the direction of the management or policies of an SPE, or the power to veto major policy decisions of an SPE.

11. The City Manager shall obtain approval from the Dover City Council to execute a Development Agreement consistent with the terms and conditions in this Term Sheet. Any terms or conditions in the Development Agreement that represent changes or additions to the terms and conditions in this Term Sheet shall be subject to the consent and approval of the City, acting by and through its City Manager. Changes or additions considered material by the City Manager, in the City Manager's sole discretion, shall require approval by the City Council.
12. Developer shall have that period which begins with the date of full execution of this Term Sheet and ends on September 30, 2019, within which to inspect the Project Site and make any and all investigations and/or market studies which it deems necessary or relevant to make a determination as to whether the Project Site is suitable for Developer's purposes. Such investigations shall include, but not be limited to, title, survey, environmental, geotechnical, soil, zoning and use investigations and reviews. Developer and its representatives shall have full and complete access to the Project Site from and after the date hereof during business hours and upon at least twenty four (24) hours prior notice for the purpose of conducting its inspections and feasibility studies, which may include, but shall not be limited to, survey, environmental, geotechnical, soil, zoning and land use investigations and reviews.
13. In consideration of the time, effort and cost which Developer will be committing to this undertaking and in recognition of the time necessary to develop the Project Site, the City agrees that upon execution of this Term Sheet, City shall not, and shall not permit any of its agencies, departments, officers, employees or agents, to solicit, entertain, negotiate, accept or otherwise enter into or continue discussions involving the sale or redevelopment of all or a portion of the Project Site or any interest therein while this Term Sheet is in effect (other than with Developer). In the event that this Term Sheet is not replaced by a Development Agreement signed by all parties by September 30, 2019, then the provisions of this section shall expire.
14. This Term Sheet is an expression of intent of the Parties and an agreement to negotiate a final agreement in good faith and accordingly neither Party shall be legally bound until execution of the final Development Agreement, except for Section 12 and 13, which shall be binding on the Parties.

In witness whereof, the parties have signed this instrument this ____ day of _____, 2019.

CPI MANAGEMENT LLC

Witness

By: Jeff Johnston, Its Manager
Duly Authorized

DOVER HOUSING AUTHORITY

Witness

By: Allan B. Krans Sr., Its Executive Director
Duly Authorized

CITY OF DOVER, NH

Witness

By: J. Michael Joyal, Its City Manager
Duly Authorized



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#11C-1:

Resolution Number: **R - 2007.05.23-064**

Resolution Re: **Waterfront Development Oversight Reaffirmation**

- WHEREAS: The signing of the Term Sheet will be a significant step in the development of the Waterfront parcel owned by the City of Dover, a process spanning three decades of community planning and preparation; and
- WHEREAS: The present Concept Plan presented by Dickinson Development Corp. reflects the community vision for the waterfront area. Development of the waterfront represents an economic investment which will produce property tax revenues. It will also be an incentive for future economic development;

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

1. The waterfront redevelopment authority previously delegated to the DHA in accordance with the provisions of N.H. RSA 205 and pursuant to Dover City Council Resolution adopted February 9, 2005, is hereby reaffirmed. The work of the DHA and its advisory board, the Cochecho Waterfront Development Advisory Committee ("CWDAC"), resulting in the attached Term Sheet, is hereby found to be consistent with the intent of the February 9, 2005 Resolution. This reaffirmation acknowledges that the DHA, with the advice and input of the CWDAC, will be fully authorized to negotiate and approve reasonable modifications to the Redevelopment Project as contemplated by the Term Sheet without need for further action by the Dover City Council.
2. The City Manager is authorized to sign the Term Sheet (presented with and made a part of this Resolution) to make it a legally binding document for the purposes stated therein, by and between the City of Dover, the Dover Housing Authority ("DHA") and Dickinson Development Corp.
3. The City Manager is authorized to sign any and all associated documents contemplated by, and in order to comply with, the terms of the Term Sheet, including, but not limited to, a legally binding Land Disposition Agreement with Dickinson Development Corp., any amendments thereto contemplated by the terms and negotiating discretions outlined in the Term Sheet, and any agreements, either before or after the City of Dover's delivery of a deed (authorized below) to approve and confirm reasonable modifications to the Term Sheet Project as it moves forward, all without further action by this Council.
4. The City Manager is authorized to sign a deed(s) to Dickinson Development Corp., or its affiliate as contemplated by the Term Sheet, together with other closing or transaction documents appropriate to facilitate conveyance of that portion of the City owned Waterfront parcel described as Lot 22-1 on Dover's City Tax Maps, containing 21 acres, more or less, to convey all land necessary for the development contemplated by the Term Sheet, as shown on Dickinson Development Corp.'s January 22, 2007 Concept Plan, as it may be possibly modified by future surveys and engineering of the site.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#11C-1:

Resolution Number: R - 2007.05.23-064

Resolution Re: Waterfront Development Oversight Reaffirmation

Financing

Account

Description

Appropriation

Balance

Charge

XXXX-XXXXXX

Total

AUTHORIZATION

Approved as to Funding: Carol Coppola
Interim Finance Director

Sponsored by: Mayor Scott Myers

Approved as to Legal Form: Allan B. Krans, Sr.
City AttorneyRecorded by: Judy Gaouette
City Clerk

DOCUMENT HISTORY:

First Reading Date: May 23, 2007

Public Hearing Date: May 23, 2007

Approved Date: June 13, 2007

Effective Date: June 13, 2007

DOCUMENT ACTIONS:

Regular Meeting held May 23, 2007.

Public hearing held May 23, 2007.

DeDe moved to refer to the regular meeting of 06/13/07,

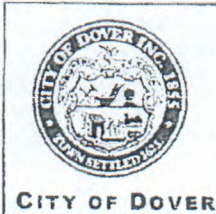
Seconded by Ciotti. Motion passed on an 8-0 vote.

Regular Meeting held June 13, 2007.

Hindle moved to adopt, seconded by Ciotti.

VOTING RECORD		
Date of Vote: June 13, 2007	YAY	NAY
Mayor Scott Myers	X	
Deputy Mayor Jason Thomas Hindle, At Large	X	
Councilor Robert Keays, Ward 1		X
Councilor Douglas DeDe, Ward 2	X	
Councilor David Scott, Ward 3		X
Councilor Dean Trefethen, Ward 4	X	
Councilor Catherine Cheney, Ward 5		X
Councilor Harvey Turner, Ward 6		X
Councilor Dennis Ciotti, At Large	X	
Total Votes:	5	4
RESOLUTION PASSES.		

Document Created by: Legal
Document Posted on: June 15, 2007Waterfront Oversight Reaffirmation Resolution
Page 2 of 4



CITY OF DOVER - RESOLUTION

Agenda Item #11C-1:

Resolution Number: R - 2007.05.23-064

Resolution Re: Waterfront Development Oversight Reaffirmation

RESOLUTION BACKGROUND MATERIAL:

The development parcel is located on the Dover Waterfront on a 30-acre site owned by the City of Dover along the Cochecho River. Once a lively trading center in the 1800's with wharfs, docks, warehouses and trading ships from many parts of the world, the waterfront area declined with the advent of the railroad and the decline of waterborne commercial activity. In the 20th century, the area included the wastewater treatment center and the public works facility of the City of Dover.

During the past two decades, the City of Dover has embarked on an aggressive campaign to redevelop and revitalize its central business district and the waterfront area. The 750,000 square foot Pacific Mills and One Washington Street complexes, vacant for many years, are filled with commercial and retail activity. The area will soon include the Children's Museum of New Hampshire (formerly the Portsmouth Children's Museum) expected to attract 70,000 visitors per year.

Starting in 1984 with the Pacific Mills Master Plan, the area has been studied for development in nine major reported studies culminating in the 2005 Cochecho Waterfront Charrette. The 2005 Charrette provides the vision of Dover citizens for the mixed-use composition of the development of the parcel including an opportunity for Dover residents to access the river. The January 22, 2007 concept plan presented by the developer has been endorsed by the Dover Housing Authority and its advisory committee.

Significant public monies have been expended in preparation for the current proposed development including the relocation of the secondary wastewater treatment plant (\$34 million) and the relocation of the public works facility in 2000 to Mast Road.

Significant investments in the waterfront area have come from the private sector including the Pacific Mills, One Washington Center, the Picker House at 42 Main Street and the Rotary Club pavilion and garden adjacent to the Butterfield gymnasium. River walk improvements and the installation of a pedestrian bridge spanning the river were accomplished in the 1990's.

Development of the waterfront area represents an opportunity for increasing the tax base and spurring further economic development in the private sector. In February 2005, the Dover City Council responded to these opportunities and delegated development responsibilities to citizen volunteers at the Dover Housing Authority (DHA) and its advisory committee known as the Cochecho Waterfront Development Advisory Committee (CWDAC).

An extensive series of meetings involving members of the public and a Request for Proposals (RFP), have resulted in the selection of a preferred developer by these citizen volunteers. Dickinson Development Corp. of Quincy, Massachusetts has been selected to create a residential/retail/office mixed-use development of residential and retail, as well as a public park along the river, to conform with the vision of the community. A Term Sheet has been negotiated and is attached as part of the Resolution. A Land Disposition Agreement including design standards will be negotiated with December 31, 2007 as the target date for execution of this agreement.

A large, stylized handwritten signature in black ink, likely of a city official, is written over the bottom right corner of the page, partially overlapping the footer area.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

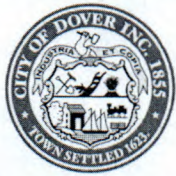
Agenda Item#11C-1:

Resolution Number: R - 2007.05.23-064

Resolution Re: Waterfront Development Oversight Reaffirmation

The Dover Housing Authority hired American Property Appraisers, a well known real estate appraiser from New York State in November 2006 to provide an analysis and information regarding value of the unique site owned by the City. The Dover City Council hired Brian White, MAI of Dover New Hampshire to provide a second appraisal of the property. Both appraisers have provided written reports and opinions consistent with the purchase price contained in the Term Sheet.

A public-private partnership is required to achieve the long held vision for the Waterfront development. Development of the Waterfront will have far reaching positive impacts on Dover's economy, Dover's tax base, and Dover's downtown area. These benefits to the community are beyond the scope of the property appraisals.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2015.03.25 – 28**

Resolution Re: **Waterfront Development Oversight Reaffirmation**

WHEREAS: The City Council established the Cochecho Waterfront Development Advisory Committee (“CWDAC”) in April 2004 in order to present a redevelopment plan of the City’s property along the Cochecho River in downtown Dover (“the Property”) to the City Council; and

WHEREAS: CWDAC presented a redevelopment plan of the Property; and

WHEREAS: In February 2005, pursuant to RSA 205, the City Council delegated certain responsibilities regarding potential redevelopment of the Property to the Dover Housing Authority (“DHA”), which was legally empowered to oversee the redevelopment project; and

WHEREAS: In conjunction with delegation to the DHA, the City Council designated CWDAC as an advisory board to the DHA regarding potential redevelopment of the Property – a move that was recognized and approved by the DHA pursuant to RSA 205:9; and

WHEREAS: In June 2007 the City Council reaffirmed the work of the DHA and CWDAC regarding redevelopment of the Property, and a Term Sheet and subsequent Land Disposition Agreement regarding redevelopment of the Property was entered into with Dickinson Development Corporation; and

WHEREAS: The Land Disposition Agreement expired in August 2014 without redevelopment of the Property; and

WHEREAS: The City Council continues to seek redevelopment of the Property with the assistance of the DHA and CWDAC in accordance with the provisions of RSA 205. Consistent with prior authorizations and practices, no City funds will be obligated for this redevelopment project unless approved by the City Council, excepting the City Manager may make City staff, services, and vendors available to the CWDAC on an as needed basis, all under the direction of the City Manager; and

WHEREAS: Consistent with prior authorizations, it is expected the Property shall ultimately be conveyed in such a way that the City realizes a return in public improvements and infrastructure comparable to the Property’s assessed value.

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

That the ongoing collaboration between the City of Dover, the DHA, and CWDAC regarding redevelopment of the Property in accordance with the provisions of RSA 205:4, and pursuant to the City Council resolution of February 9, 2005, is hereby reaffirmed. This reaffirmation acknowledges that the DHA, with the advice and input of the CWDAC, and with reasonable public input, will assist the City of Dover to redevelop the Property in a manner that is in the best interests of the City; and

That CWDAC shall periodically, or when requested, provide updates to the City Council regarding redevelopment efforts; and



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2015.03.25 – 28**

Resolution Re: **Waterfront Development Oversight Reaffirmation**

That, consistent with the action taken in 2007, any Term Sheet(s) regarding redevelopment of the Property, or a portion thereof, shall be brought to the City Council for approval; thereafter, the DHA, with the advice and input of CWDAC, will be fully authorized to negotiate and approve the redevelopment of the Property with the consent of the City Manager.

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 I. Blenkinsop
General Legal Counsel

Recorded by:

Karen Lavertu
City Clerk

DOCUMENT HISTORY:

First Reading Date:	03/25/2015	Public Hearing Date:	N/A
Approved Date:	03/25/2015	Effective Date:	03/25/2015

DOCUMENT ACTIONS:

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
Councilor Cheney moved to amend the resolution to add a public hearing.
There was no second.
Roll Call Vote: 8/1; Passed. Councilor Cheney was opposed.

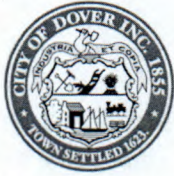
VOTING RECORD

Date of Vote: 03/25/2015	YES	NO
Mayor, Karen Weston	X	
Deputy Mayor, Robert Carrier, At Large	X	
Councilor John O'Connor, Ward 1	X	
Councilor William Garrison, III, Ward 2	X	
Councilor Deborah Thibodeaux, Ward 3	X	
Councilor Dorothea Hooper, Ward 4	X	
Councilor Catherine Cheney, Ward 5		X
Councilor Jason Gagnon, Ward 6	X	
Councilor, Anthony McManus, At Large	X	
Total Votes:	8	1
Resolution does pass.		

Document Created by: Legal
Document Posted on: March 19, 2015

R_2015.03.25 Waterfront Development Oversight Reaffirmation

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2015.03.25 – 28**

Resolution Re: **Waterfront Development Oversight Reaffirmation**

RESOLUTION BACKGROUND MATERIAL:

The Property is located on the Dover waterfront on a 29-acre site owned by the City of Dover along the Cochecho River. Once a lively trading center in the 1800's with wharfs, docks, warehouses and trading ships from many parts of the world, the waterfront area declined with the advent of the railroad and the decline of waterborne commercial activity. In the 20th century, the area included the wastewater treatment center and the public works facility of the City of Dover. For most of the past decade, the area has been largely vacant and underutilized.

During the past almost three decades, the City of Dover has embarked on an active campaign to redevelop and revitalize its central business district and the waterfront area. The 750,000 square foot Pacific Mills and One Washington Street Complexes, vacant for many years, are filled with commercial and retail activity. Additionally, construction activities are underway on a new downtown Police Station and public parking garage. Furthermore, a significant downtown development project is underway on First Street on a parcel of land formerly owned by the City.

Development of the waterfront area represents an opportunity to increase the tax base and spur further economic development. In February 2005, consistent with RSA 205, the Dover City Council responded to these opportunities and delegated certain development responsibilities to citizen volunteers at the DHA and its advisory committee known as the Cochecho Waterfront Development Advisory Committee (CWDAC). While CWDAC's efforts resulted in a redevelopment agreement entered into in 2007, redevelopment ultimately failed to materialize due to a downturn in the global economy commencing in 2007/2008. In early 2015 the City Council established the Waterfront Tax Increment Finance District that includes the City's waterfront property and may result in the development of public infrastructure improvements on or around the Property.

A continued public-private partnership is required to achieve the long held vision for the Waterfront redevelopment. Redevelopment of the waterfront property will have long-term positive impacts on Dover's economy, Dover's tax base, and Dover's downtown area. The work of the DHA and CWDAC over the past decade has been of great value to the City. While redevelopment of the Property has yet to occur, the knowledge and experience of DHA and CWDAC is invaluable to the redevelopment process.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2019.02.27 – 029**

Resolution Re: CDBG Acceptance of Action Plan and Entitlement Funds

WHEREAS: The City of Dover will have available funds for appropriation from the FY2020 CDBG Entitlement year, including program income; and

WHEREAS: The Planning Department is required by HUD to prepare, and the Governing Body adopt the "Action Plan" which is a needs assessment and detailed expenditure plan for the use of Community Development funds in meeting the needs of low and moderate income residents of Dover; and

WHEREAS: The Planning Board has reviewed proposed projects for said funds and has held a public hearing for the purpose of obtaining citizens' viewpoints, on the recommended expenditures; and

WHEREAS: Administration and the Planning Board have reviewed the proposals and derived a recommended expenditure plan; and

WHEREAS: The recommended disbursements of funds have been reviewed for compliance with HUD statutory requirements and for meeting national objectives;

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

The Action Plan is adopted and the City Manager is authorized to enter into sub-recipient contracts as part of this Annual Plan for expenditure of FY2020 Community Development Block Grant funds.

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

Should Congress adopt a budget that results in a grant amount that is different than anticipated in the Action Plan, or should the return to fund pool amounts be different than anticipated in the Action Plan, the City Manager is authorized to adjust the amounts of the Action Plan allotments per HUD guidance and as described in the Action Plan.

Note: To be referred to public hearing and vote on March 13, 2019.

Financing		
Estimated Revenue		
Account	Description	Appropriation
2100.1.180.46311.3311.06311.19.000.000.R30	Federal Grant	\$290,000.00
2100.1.180.46311.3421.06311.19.000.000.R40	School Street Parking Income	\$4,260.00
2100.1.180.46348.3592.06360.19.000.000.R50	Welfare Deposit Returns	\$1,000.00
2125.1.180.46525.3933.00000.00.000.000.R90	DELP FY2019 Revolving Loan Income	\$5,808.00
2125.1.180.46525.3933.00000.00.000.000.R90	Return to Fund Pool from Prior Activity	\$100,000.00
2125.1.180.46525.3933.00000.00.000.000.R90	DELP FY2018 Revolving Loan Income	\$139,979.00
TOTAL		\$541,047.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2019.02.27 – 029**

Resolution Re: CDBG Acceptance of Action Plan and Entitlement Funds

Financing Appropriations

Account	Description	Appropriation
2100.1.180.46348.4835.06367.19.000.000.800	AIDS Response	\$6,000.00
2100.1.180.46348.4835.06333.19.000.000.800	Community Partners	\$5,000.00
2100.1.180.46348.4835.06377.19.000.000.800	Cross Roads House	\$7,300.00
2100.1.180.46348.4835.06360.19.000.000.800	Dover Welfare	\$5,500.00
2100.1.180.46348.4835.06361.19.000.000.800	HAVEN (A Safe Place)	\$4,200.00
2100.1.180.46348.4835.06380.19.000.000.800	Homeless Center for Strafford County	\$6,000.00
2100.1.180.46348.4835.06342.19.000.000.800	My Friend's Place	\$10,000.00
2100.1.180.46341.4835.063xx.19.000.000.800	Business Counseling & Grant Program	\$25,000.00
2100.1.180.46323.4835.06335.19.000.000.800	CAP (Weatherization)	\$29,333.00
2100.1.180.46341.4835.063xx.19.000.000.800	Woodman Museum	\$2,500.00
2100.1.180.46341.4835.063xx.19.000.000.800	MFP Kitchen Project	\$100,000.00
2100.1.180.46341.4835.063xx.19.000.000.800	MFP Generator Project	\$15,000.00
2100.1.180.46341.4835.063xx.19.000.000.800	Strand Ballroom	\$25,000.00
2100.1.180.46341.4835.063xx.19.000.000.800	Homeless Shelter Improvements and Property Acquisition	\$100,000.00
2100.1.180.46341.4835.063xx.19.000.000.800	Bus Shelter, Sidewalk & Pedestrian Improvements	\$120,000.00
2100.1.180.46311.4110.06311.19.000.000.800	CDBG Administration	\$58,000.00
2100.1.180.46525.4110.06621.19.000.000.800	DELP Servicing	\$15,000.00
2100.1.180.46341.4110.06314.19.000.000.100	Public Facilities ADC	\$2,214.00
2100.1.180.46323.4110.06314.19.000.000.100	Weatherization ADC	\$5,000.00
TOTAL		\$541,047.00

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: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2019.02.27 – 029**

Resolution Re: CDBG Acceptance of Action Plan and Entitlement Funds

DOCUMENT HISTORY:

First Reading Date: 02/27/201

Public Hearing Date: 03/13/2019

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 - 2019.02.27 – 029**

Resolution Re: CDBG Acceptance of Action Plan and Entitlement Funds

RESOLUTION BACKGROUND MATERIAL:

Following is a brief synopsis of Dover's Community Development Block Grant Program, the Goal and Objectives of the Community Development Program, the available funds for this year's Action Plan and description of the agencies, organizations and Planning Department's use of requested funds.

The City of Dover is an Entitlement Community. As such, the City receives CDBG funds directly from HUD rather than applying through the State. To help determine how the funds should be allocated, the City developed a 5-year Consolidated Plan. The Plan was built with guidance from the community and serves as a road map for CDBG funding allocations. The Plan includes a ranking (low, medium, high) of the objectives listed in the Plan. Dover is entering year 5 of the Plan.

To be eligible for CDBG funding, proposed activities must comply with the Goal, and at least one of the five Objectives, found in Dover's Consolidated Plan. Additionally, the activities must achieve one of HUD's 3 National Objectives: 1) Low income benefit, 2) Elimination of slums or blight, 3) Urgent need. The Planning Board acts in a citizens' advisory capacity in reviewing proposals to be included in the Action Plan (one year use of funds) and how the funds should be allocated. Their review process includes a public hearing and a recommendation to the City Council.

The City Council's review of the Action Plan includes a public hearing which provides applicants, and others, an opportunity to comment on the proposed expenditures before the Council votes on the Final Action Plan. Once approved by the Council, there is a 30-day comment period during which time anyone can submit comments on the Action Plan. At the end of that time frame, all comments received are included with the Action Plan and forwarded to HUD for their review and approval. HUD has 45 days to perform their review.

Dover's anticipated FY2020 CDBG grant amount is \$290,000.00. There is also \$11,068.00 in anticipated FY2019 program income and \$100,000.00 from the FY2019 Action Plan to be reallocated. The City received \$142,371.00 in FY2018 DELP income of which \$2,392.00 must be returned to the economic loan pool. This results in \$139,979.00 being available to the CDBG Fund Pool.

Under the Public Services category, Dover received seven applications totaling \$76,300.00. Pursuant to a HUD required funding formula, this year's maximum funding amount allowed for this category is \$44,000.00. The Planning Board has recommended that the funds be disbursed among the seven applications.

After accounting for the General Administration, Public Services, and Economic Development categories, there is \$399,047.00 remaining for Public Facilities related funding. Dover received applications from CAP, the Woodman Museum, My Friend's Place, the Strand Ballroom Corporation and the Homeless Shelter for Strafford County (HCSC). Additionally, the Action Plan includes funding for Bus Shelter, Sidewalk & Pedestrian Improvements, Weatherization Activity Delivery Costs and Public Facility Activity Delivery Costs.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2019.02.27 – 029**

Resolution Re: CDBG Acceptance of Action Plan and Entitlement Funds

Staff is recommending that the request from HCSC for acquisition of property be modified to “Homeless Shelter Improvements and Property Acquisition” so that in the event HCSC does not use the funding, the funding can be used for public facility improvements or property acquisition by other homeless shelters. HUD has indicated that this is compliant with applicable Action Plan requirements.

As in prior years, the funding pool is largely based upon an anticipated grant amount and anticipated program income. This is necessary as the City is unlikely to know the actual FY2020 grant and FY2019 program income amounts in time to adopt an Action Plan in compliance with federally mandated deadlines and public hearing requirements. To account for this situation, the Action Plan includes a Contingency Funding Allocation Plan (CFAP) as recommended by HUD. The CFAP dictates how the final allocations will be determined in the event that the grant amount and/or program income amounts are greater or less than anticipated. The allocation amounts approved by the City Council serve as the baseline from which the final amounts will be determined. For example, should the FY2020 grant amount or the FY2019 program income amount be greater than anticipated, the Public Service allocations would increase because the Public Service allocations are based upon these two sources of funding.

CDBG PROGRAM DESCRIPTION

Applicant/Requested Funding Amount/Planning Board Recommended Funding Amount

Public Services

Aids Response Seacoast

Requested Funding: \$15,000

Planning Board Recommended Funding: \$6,000

Partially Support the salaries and benefits of Case Management Department staff consisting of a Program Manager, Medical Case Managers and a Financial Administrator.

Community Partners

Requested Funding: \$9,000

Planning Board Recommended Funding: \$5,000

Funding to provide security deposits and/or first month's rent to homeless individuals and families in Dover with mental illness or a developmental disability.

Cross Roads House

Requested Funding: \$12,000

Planning Board Recommended Funding: \$7,300

Funding to provide emergency shelter and supportive services to homeless families and individuals.

Dover Welfare

Requested Funding: \$10,000

Planning Board Recommended Funding: \$5,500

Funding to help people move into apartments that they can afford or to place them into motels until shelter space is available.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2019.02.27 – 029**

Resolution Re: **CDBG Acceptance of Action Plan and Entitlement Funds**

HAVEN (A Safe Place)

Requested Funding: \$5,000

Planning Board Recommended Funding: \$4,200

Funding to help domestic violence victims fleeing abuse with temporary shelter and services until they are ready to transition into safe, permanent housing.

Homeless Center for Strafford County

Requested Funding: \$9,300

Planning Board Recommended Funding: \$6,000

Funding to help support overall operations, including case management services and administrative oversight, of an emergency shelter for homeless women and families.

My Friend's Place

Requested Funding: \$16,000

Planning Board Recommended Funding: \$10,000

Funds will be used for overall operations of the year round emergency homeless shelter.

Economic Development

City of Dover – Business Counseling and Grant Program:

Requested Funding: \$25,000

Planning Board Recommended Funding: \$25,000

Funding to support an economic development pilot program. The funds will be used to provide business counseling related services and “start-up” grants to qualifying individuals. In the event that a suitable organization/agency cannot be hired to provide the services, the funds would then be added to the DELP loan pool.

Public Facilities

Community Action Partnership of Strafford County

Requested Funding: \$25,000

Planning Board Recommended Funding: \$29,333

Funding to support the Weatherization Program that provides weatherization measures intended to conserve energy for low-income residents.

Annie E Woodman Institute

Requested Funding: \$2,360

Planning Department Recommended Funding: \$2,500

Funding for design of ADA compliant accessibility to the Keefe Carriage House.

My Friend's Place – Kitchen Project

Requested Funding: \$80,000

Planning Board Recommended Funding: \$100,000

Funding for expansion of the existing kitchen at the 368 Washington Street location.

My Friend's Place – Generator Project



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2019.02.27 – 029**

Resolution Re: **CDBG Acceptance of Action Plan and Entitlement Funds**

Requested Funding: \$13,750

Planning Board Recommended Funding: \$15,000

Funding for expansion of the existing kitchen at the 368 Washington Street location.

Strand Ballroom Corp

Requested Funding: \$25,000

Planning Board Recommended Funding: \$25,000

Funding for ADA compliant egress improvements to the Facility.

City of Dover - Homeless Shelter Improvements and Property Acquisition:

Requested Funding: \$75,000

Planning Board Recommended Funding: \$100,000

Funding for the Homeless Shelter of Strafford County (HCSC) to acquire land for the location of a new shelter that would serve as a replacement for their existing shelter. In the event HCSC does not use the funding for this purpose, the funding can be used for public facility improvements or property acquisition by other homeless shelters.

City of Dover - Bus Shelter, Sidewalk & Pedestrian Improvements:

Requested Funding: \$120,000

Planning Board Recommended Funding: \$120,000

Eligible activities include new sidewalk, sidewalk tip-downs and bus stop/shelter improvements.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CONSOLIDATED PLAN GOAL STATEMENT

The City of Dover has articulated a goal of creating a viable urban environment through the improvement of housing and employment opportunities for low and very low income people and through improving and/or expanding public facilities and services.

Specific Objectives:

1. To provide increased opportunities to residents of the City who require education, health, recreation, housing and related human services.
2. To weatherize and improve the older housing stock of the City, especially for persons of low and very low income.
3. To plan and construct public improvements in areas populated by or used predominately by low and very low income persons.
4. To provide increased employment opportunities for low and very low income persons, with a focus on access to transportation.
5. Removal of architectural barriers to allow increased handicapped accessibility.



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

RAFFLE* _____, TAG* _____, BLOCK PARTY** X,

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

Organization Name: Seacoast Growers Association

Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

Religious __, Educational __, Charitable __, Civic X, Sports __, Veterans __, Fraternal or Political __, Other X
(Describe) A local non profit which has been hosting farmers' markets since 1977.

Contact Person: Cole Gove

Day Time Telephone: 207 252 0385

Address: P.O. BOX 4401 PORTSMOUTH, NH Email cole@seacoastgrowers.org

Purpose of Permit: Farmers' Market

Date of Event: Sundays 5/5-10/13 Specific Time: Setup: 8 am - 10 Market: 10 - 2 pm

Location of Event: Top of Henry Law Park near intersection of Henry Law & Washington

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

Block Party Location (attach map if more than one street is affected): Upper Part Of Henry Law Park

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Mark Speidel, Traffic Bureau

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

SIGNATURE OF APPLICANT: _____ DATE: 2/20/2019

(duly authorized)

PRINTED NAME: MANLEY COLE GOVE JR

Licensing Board Approval [Signature] Date: 2/22/19

se Dover

Washington St

Henry Law Ave

Farmers' Market

Washington St

Dover Indoor
Swimming Pool

Children's Museum
of New Hampshire
Hands-on, educational



DOVER POLICE DEPARTMENT

Dover, New Hampshire
Memorandum

TO: Chief William M. Breault

FROM: Sgt. Marn Speidel, Traffic Bureau

RE: Seacoast Grower's Association Sunday Farmer's Market – Henry Law Park

DATE: February 20, 2019

This is a summary of additional information which may be of interest to the Dover City Council in the consideration of this "Block Party" permit application.

The Seacoast Grower's Association (SGA) intends to continue the Wednesday evening weekly Farmer's Market series in 2019 at the Sixth Street / Chamber of Commerce location. The Chamber has previously applied for the related block party permit for that event.

The SGA is herein applying for a weekly Sunday Farmer's Market series, to be held on the grounds of the Rotary Arts Pavilion at Henry Law Park between 10am and 2pm. Last year, the SGA had four monthly Sunday markets at Henry Law Park, and based on positive vendor and community feedback is seeking to expand to a weekly market in 2019. The police department has so far identified only one potential indirect conflict – the CVHS "Tails to Trails" 5K and Dog Walk at lower Henry Law Park on June 2, 2019. I will work closely with both event organizers to minimize any adverse impacts.

Representatives of the SGA have corresponded and have met with key City staff from the Recreation and Police Departments to review logistical issues including scheduling, refuse collection, and temporary parking restrictions for vendor setup. Following those meetings, City staff supports this application.



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

Check(☒) the type of application:

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

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

Organization Name: Wentworth-Douglass Foundation

Federal Tax ID number for Organization: 510491062

Check (☒) Nature of Organization:

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

Contact Person: Emily Moore Day Time Telephone: 603-767-0858

Address: 789 Central Ave Dover, NH 03820 Email: emily.moore@wdhospital.org

Purpose of Permit: Fundraising Initiative for women + childrens org

Date of Event: 6/24/2019 Specific Time: 10-5 (8:30 registration)

Location of Event: Cocheco Country Club

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

Prize (s) To Be Awarded: Boothbay Harbor Oceanside Golf Resort stay

Cost of Ticket: \$25 each Date of Drawing: 6/24/2019

Place of Drawing: Cocheco Country Club

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: Emily J. Moore DATE: 2/21/19
(duly authorized)

PRINTED NAME: Emily J. Moore

Licensing Board Approval [Signature] ACTING Date: 2/25/19

Wentworth-Douglass Hospital

CHARITY CLASSIC

BENEFITTING THE WOMEN & CHILDREN'S CENTER

HOSTED BY

TUFTS HEALTH
FREEDOM PLAN



BOOTHBAY HARBOR
SINCE 1921

Win A Golf Trip for 4 to Boothbay Harbor!

Stay two nights (2 rooms) at the luxurious Boothbay Harbor Oceanside Golf Resort and enjoy a round of golf for 4 at the exclusive Boothbay Harbor Country Club. Also included is a fine dining experience at Paul's Steak House, fitness center access and a 2-hour scenic boat tour of Boothbay Harbor. This package is valued at over \$3,300. Winning ticket will be drawn at the 2019 Wentworth-Douglass Charity Classic Tournament on June 24, 2019. Winner need not be present to win.

Tickets: \$25 each | 5 for \$100 | 12 for \$200

Proceeds of the raffle and the golf tournament to benefit the Women & Children's Center at Wentworth-Douglass Hospital.

2019 Boothbay Harbor Raffle

Phone: _____

E-mail: _____

Address: _____

Name: _____



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

PARADE** ☒, ROAD TOLL*** ☐

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

Organization Name: Wentworth-Douglass Foundation
Federal Tax ID number for Organization: 510491062

Check(✓) Nature of Organization:

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

Name/Description of Event (if applicable): SEACOAST cancer 5K

Contact Person: Emily Moore Day Time Telephone: 603-767-0858

Address: 789 Central Ave Dover, NH 03820 Email: emily.moore@wdhospital.org

Date of Event: 9/22/2019 Specific Time: 9am - 12 pm

Location of Event (if parade, attach course description or map): DOVER (see course map)

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

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

Police Department Parade Route Approval Signature: _____

Printed Name: Sgt. Marn Speidel

Check Here If Parade Route Is Attached: ☒

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

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

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

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

SIGNATURE OF APPLICANT: Emily J. Moore DATE: 2/22/19

(duly authorized)

PRINTED NAME: Emily J. Moore

Licensing Board Approval [Signature]

Date: 3/2/19





DOVER POLICE DEPARTMENT

Dover, New Hampshire

Memorandum

TO: Chief William Breault

FROM: Sgt. Marn Speidel, Traffic Bureau

RE: Wentworth-Douglass Foundation Seacoast Cancer Center 5K

DATE: February 28, 2019

This memo is an addendum to the Parade Permit application pending before the Dover City Council to hold this event on September 22, 2019. This event is by far Dover's largest and most heavily attended road race event. Here is a summary of the traffic implications:

- CENTRAL AVENUE must be closed in both directions between Abbott and Ash Streets between 8:45 AM and 10:00 AM. Traffic in both directions will be diverted to Mount Vernon Street.
- OAK STREET will be closed to all traffic between Broadway and Central Avenue – including at the BROADWAY/ROLLINS ROAD intersection - between 8:45 AM and 10:00 AM
- BROADWAY will be closed to all traffic from Central Avenue to Oak Street between 8:45 AM and 10:00 AM
- Residents of OAK STREET, BROADWAY, CHAPEL STREET, SAINT JOHN STREET, OAK TERRACE, HIGH RIDGE DRIVE, JEFFERSON DRIVE, BRICK ROAD, ROSE STREET, WINTER and DURRELL STREETS will not be able to arrive or depart by car during the race (between 9:00 AM and 10:00 AM), and must plan ahead to park outside the affected race route.

Event parking will be available in the WDH garage, and at the medical office parks off Old Rollinsford Road. Dover and Rollinsford police officers and event volunteers will be posted along the course to help manage traffic.



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

Check(✓) the type of application:

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

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

Organization Name: Dover Baseball

Federal Tax ID number for Organization: 02-0514051

Check (✓) Nature of Organization:

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

Contact Person: Sara Knapp Day Time Telephone: 603-841-8605

Address: PO Box 443 Dover Email cmk4305@gmail.com

Purpose of Permit: Tagging

Date of Event: 5/10/19 - 5/11/19 Specific Time: 5/10 - 4-8 5/11 8-12 8-4pm

Location of Event: Dover - See attached list

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: Sara Knapp DATE: 2/22/19

(duly authorized)
PRINTED NAME: Sara Knapp

Licensing Board Approval [Signature] Date: 2/26/19

	Location	Player 1	Player 2	Can #1	Can #2
1	Flight Coffee				
2	La Festa				
3	Kendall Pond				
4	Shell (Long Hill)				
5	Shell (Central)				
6	Travel Stop-Citgo				
7	Dover Irving(Silver St)				
8	Dover Irviing (knox marsh)				
9	Mr. Mikes				
10	Janetos				
11	Adeles Coffee House				
12	Dos Amigos				
13	Dunkin Donuts (downtown)				
14	Dunkin Donuts(uptown)				
15	Shaws				
16	Market Basket				
17	Stronghold				
18	Best Of times				
19	Red Shoe Barn				
20	7-11 (Back river)				
21	7-11(Central)				
22	Red Shoe Barn				

23	Subway (BK)								
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2019.03.13 – 030**
Resolution Re: **Authorization to Commit Funds to Continue
Retention of Attorney John Hall**

- WHEREAS: Since 2010 the City of Dover has worked with other Great Bay communities (“Great Bay Coalition”) relative to reducing uncertainty regarding nutrient criteria for the Great Bay/Piscataqua River Estuary; and
- WHEREAS: These efforts have included scientific studies, estuary modeling, sampling, peer reviews, work with State and federal agencies, outreach, and legal review and, when necessary, challenges; and
- WHEREAS: The City of Dover and the Great Bay Coalition communities have utilized the legal services of Attorney John Hall of Washington, D.C., a nationally recognized expert on legal issues relating to water quality to assist it/them in their efforts; and
- WHEREAS: The City of Dover wishes to continue to utilize the services of Attorney Hall both individually and in concert with the Great Bay Coalition communities; and
- WHEREAS: Per 3-36.B. the sealed competitive bid procedure may be waived by a majority vote of the City Council.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order as needed for the City of Dover to continue to utilize the legal services of Attorney John Hall regarding water quality issues arising from waste water and storm water related permitting.

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

Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4334.00000.00.00	WWTP - Legal Services	188,931.00	43,215.00
1000.1.130.41530.4334.00000.00.00	Legal - Legal Services	40,000.00	5,115.00

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 City Clerk		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.5. Resolution Number: R – 2019.03.13 – 030 Resolution Re: Authorization to Commit Funds to Continue Retention of Attorney John Hall	

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:

See City of Dover resolution R-2012.11.14-134.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2012.11.14 – 134**
Resolution Re: Authorization to Commit funds to the Nutrient Criteria,
Great Bay Estuary Coalition

- WHEREAS: In 2010 the cities of Dover, Portsmouth and Rochester as well as the towns of Exeter, Durham and Newmarket entered into a memorandum of agreement relative to reducing uncertainty in nutrient criteria for the Great Bay/Piscataqua River Estuary to assist with regulatory challenges as well as improve the NHDES numeric nutrient criteria for the states estuaries; and
- WHEREAS: This initial efforts have evolved and additional items such as the UNH sampling effort, DES Science meeting and Peer Review Efforts require funds beyond the initial commitment; and
- WHEREAS: The Projected funding needed to complete the peer review efforts, comment on Exeter's new NPDES permit, participation in the Southeast Watershed Science Symposium and continued efforts to challenge the regulatory requirements through October 2013 is approximately \$62,000 per city-town.

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

The Purchasing Agent is hereby authorized to issue Purchase Orders as needed for City of Dover NH share to various vendors selected by the Great Bay Municipal Coalition and NHDES. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5320.1.300.43256.4725.04590.13	WWTP Facility Upgrade	3,000,000	2,606,890

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2012.11.14 - 134**
Resolution Re: Authorization to Commit funds to the Nutrient Criteria,
Great Bay Estuary Coalition

DOCUMENT HISTORY:

First Reading Date: 11/14/2012	Public Hearing Date: N/A
Approved Date: 11/14/2012	Effective Date: 11/14/2012

DOCUMENT ACTIONS:

Deputy Mayor Carrier moved for its adoption; seconded by Councilor Weeden.
Vote: 9/0.

VOTING RECORD		
Date of Vote: 11/14/2012	YES	NO
Mayor Dean Trefethen	X	
Deputy Mayor Robert Carrier, At Large	X	
Councilor Edward Spuler, Ward 1	X	
Councilor William Garrison III, Ward 2	X	
Councilor Michael Crago, Ward 3	X	
Councilor Dorothea Hooper, Ward 4	X	
Councilor Catherine Cheney, Ward 5	X	
Councilor Michael Weeden, Ward 6	X	
Councilor Karen Weston, At Large	X	
Total Votes:	9	0
Resolution does pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2012.11.14 – 134**
Resolution Re: Authorization to Commit funds to the Nutrient Criteria,
Great Bay Estuary Coalition

RESOLUTION BACKGROUND MATERIAL:

The City of Dover owns and operates a waste water treatment plant which discharges to the Piscataqua River and is reliant on a NPDES permit issued by the US Environmental Protection Agency (EPA). Dover's permit expired in October 2011. A new draft permit was issued in December of 2011 and a public Hearing was held by EPA in February 2012 to receive comments.

Nutrients have been identified as pollutants adversely impacting the water quality and natural habitat of the Great Bay Estuary, and that the NH Department of Environmental Services (NHDES) has published a Nutrient Criteria document which establishes water quality limits for nitrogen in the estuary that are believed to be necessary to protect the resource.

The communities of Dover, Exeter, Newmarket, Portsmouth, and Rochester all of which operate waste water treatment plants in the watershed, have formed a coalition to review the findings and conclusions of the Nutrient Criteria. The coalition communities' technical consultants have concluded that some of the methods of analysis and assumptions used in development of the Nutrient Criteria are inappropriate and introduce an element of uncertainty into the conclusions drawn in the report.

The EPA has issued a draft NPDES permit to Dover and the Towns of Exeter and Newmarket which includes "limits of technology" nitrogen permit limits based on the NHDES Nutrient Criteria, and which will cost the communities tens of millions of dollars in waste water plant upgrades. The remaining coalition communities will soon be receiving new NPDES permits from the EPA with nitrogen limits. In light of the concerns over the efficacy of the Nutrient Criteria findings and the extraordinary costs associated with upgrades to the waste water treatment plants, the coalition communities with their consultants have raised questions to NHDES about the Nutrient Criteria. The coalition communities want to be sure that the investments they will be required to make in nutrient reduction are warranted and will produce the desired benefits to the natural resources of the estuary..

The Coalition has tried to meet with NHDES and present findings from the work completed by the Coalition's consultants that dispute the conclusions drawn in the Numeric Nutrient Criteria without success. The Coalition has filed suit against NHDES in Merrimack County Superior Court for failing to initiating rule making process as required by law. A decision is pending on the case and a judgment is expected soon. The Coalition has also met with EPA Region 1 and EPA Headquarters in Washington to discuss the Coalitions concerns and EPA's current position. The Coalition is requesting EPA and NHDES to agree to an independent peer review of the available data and research including recent data collected following the issuance of the Numeric Nutrient Criteria that further supports the Coalitions view. The Coalition communities of



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R ~ 2012.11.14 - 134**

Resolution Re: Authorization to Commit funds to the Nutrient Criteria,
Great Bay Estuary Coalition

Portsmouth, Rochester, and Dover have filed a letter notifying EPA that the communities intend to file suit against them. The letter gives EPA a 60 day notice as is required prior to filing any law suit against the federal government.

During the coming months several technical tasks need to be completed. A hydrodynamic model of the estuary will be completed by Hydroqual a NJ water resource engineering firm, that has been performing technical analysis for the Coalition. Normandeau Associates has been hired by the Coalition to review the eelgrass mapping work done by UNH to verify their reported results. John Hall the Coalition's legal counsel and advisor will continue to provide advice and legal representation should the Coalition move forward with the federal law suit. As the year progresses additional technical resources may be hired by the Coalition to support on going efforts.

Award Information:

Purchase orders will be issued to the vendor selected by the Great bay Municipal Coalition & NHDES to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	na
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Na	Estimated Delivery:	As needed
Recommended Award to:	As needed vendors	Fund:	WWTP
Other Approvals Required:	NHDES	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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.03.13 – 031**
Resolution Re: **Operation of Keno Games in Dover**

- WHEREAS: In 2017 the New Hampshire State Legislature passed, and the Governor signed into law, SB 191, an act establishing Keno and relative to funding for kindergarten (see NH RSA 284:41-51); and
- WHEREAS: The legislation established Keno in New Hampshire, as well as a program to provide grants to kindergarten students from the education trust fund under RSA chapter 198; and
- WHEREAS: Funds raised through the operation of Keno games would be credited to the education trust fund and be used to provide additional funding to communities offering full-day kindergarten; and
- WHEREAS: Funds from the State education trust fund to the City of Dover for full-day kindergarten will benefit the City of Dover and its residents; and
- WHEREAS: Pursuant to the legislation any town or city may allow the operation of Keno games within its boundaries according to the provisions of the legislation; and
- WHEREAS: The question of whether Keno should be allowed within the City of Dover should be placed before Dover voters at this year's municipal election consistent with the legislation.

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

That the question of whether to allow Keno within the City of Dover shall be placed on the official ballot at the regular municipal election on November 5, 2019; and

That the wording of the question on the official ballot shall be: "Shall we allow the operation of Keno games within the City of Dover?"; and

That the City Council shall hold a public hearing on the ballot question at its first regular meeting in October 2019, which is anticipated to be October 9, 2019, which is at least 15 days, but not more than 30 days, before the municipal election on November 5, 2019, with notice provided according to NH RSA 284:51.

REFERRED TO A PUBLIC HEARING ON MARCH 27, 2019

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 City Clerk	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.03.13 – 031**
Resolution Re: **Operation of Keno Games in Dover**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See NH RSA 248:51 attached.

At the municipal election in November 2017 Dover voters were presented with a Keno ballot question and rejected it by a vote of 1509 to 1164. Pursuant to NH RSA 284:51, III, the question may be put before the voters again at the 2019 municipal election.

TITLE XXIV GAMES, AMUSEMENTS, AND ATHLETIC EXHIBITIONS

CHAPTER 284 HORSE AND DOG RACING

Keno

Section 284:51

284:51 Local Option. –

I. Any town or city may allow the operation of keno games according to the provisions of this subdivision, in the following manner:

(a) In a town, the question shall be placed on the warrant of an annual town meeting under the procedures set out in RSA 39:3, and shall be voted on a ballot. In a city, the legislative body may vote to place the question on the official ballot for any regular municipal election, or, in the alternative, shall place the question on the official ballot for any regular municipal election upon submission to the legislative body of a petition signed by 5 percent of the registered voters.

(b) The selectmen, aldermen, or city council shall hold a public hearing on the question at least 15 days but not more than 30 days before the question is to be voted on. Notice of the hearing shall be posted in at least 2 public places in the municipality and published in a newspaper of general circulation at least 7 days before the hearing.

(c) The wording of the question shall be substantially as follows: "Shall we allow the operation of keno games within the town or city?"

II. If a majority of those voting on the question vote "Yes," keno games may be operated within the town or city.

III. If the question is not approved, the question may later be voted upon according to the provisions of paragraph I at the next annual town meeting or regular municipal election.

IV. A municipality that has voted to allow the operation of keno games may consider rescinding its action in the manner described in paragraph I of this section.

IV-a. An unincorporated place may allow the operation of keno games by majority vote of the county delegation, after a public hearing is held.

V. The lottery commission shall maintain a list of municipalities where keno is available.

Source. 2017, 229:1, eff. July 1, 2017. 2018, 332:1, eff. June 25, 2018.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2019.03.13 – 032**

Resolution Re: Award of Construction of Water Well at Shaw's Lane Athletic Fields and Appropriation of Recreational Field Construction Fund Revenue. Groundwater Exploration and Development Program C/O 3

WHEREAS: Emery and Garrett Groundwater Investigations LLC Inc (EGGI) was the awarded firm through Sealed Bid [B13043](#) for hydrogeological consulting services exploration and development of replacement groundwater supply. EGGI has been the ongoing consultant for various other groundwater projects for the City throughout the years; and

WHEREAS: The City received a scope of work and cost proposal in the amount of \$36,500 from EGGI to conduct groundwater exploration and development program of a city wide bedrock aquifer assessment. Due to their vast experience in this field, City Council awarded this project to EGGI in the amount of \$36,500 via resolution [R-2016.12.14-160](#); and

WHEREAS: In July 2017, the city received and created change order #1 in the amount of \$15,000 for assessment of groundwater at Shaw's Lane Field. In October 2017 the city received change order #2 for the installation of well at Shaw's Lane in the amount of \$79,900, thereby bringing change orders in excess of the \$25,000 threshold and requiring and receiving council approval via [R-2018.01.10-002](#).

WHEREAS: The City has received change order #3 in the amount of \$26,500 for water supply technical support at Shaw's Lane Irrigation Well; and

WHEREAS: Dover purchasing Code 3-36 B: the competitive bid procedure may be waived by a majority vote of the City Council.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order Revision to Emery and Garrett Groundwater Investigations LLC for the groundwater exploration and development program for change order three as outlined. The City Manager, or designee, is hereby authorized to finalize and enter into an agreement with the vendors, 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	Available Balance
4510.1.350.45123.4757.05203.00.000	Shaws Lane Utility Systems	55,000.00	98,740.80

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

The sum of \$55,000 for the final design, permitting and installation of a water well and pump at Shaw's Lane athletic fields is hereby appropriated from the Recreation Field Construction Fund.

This resolution will require a public hearing and a 2/3 favorable vote of the City Council.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2019.03.13 – 032**
Resolution Re: Award of Construction of Water Well at Shaw's Lane
Athletic Fields and Appropriation of Recreational Field
Construction Fund Revenue. Groundwater Exploration and
Development Program C/O 3

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
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2019.03.13 – 032**
Resolution Re: Award of Construction of Water Well at Shaw's Lane
Athletic Fields and Appropriation of Recreational Field
Construction Fund Revenue. Groundwater Exploration and
Development Program C/O 3

RESOLUTION BACKGROUND MATERIAL:

PHASE I: Hydrogeologic Site Characterization-Selection of Favorable Areas for Groundwater Development	
Task A: Remote Sensing Analyses of Local Hydrogeologic Environment	
Task B: Evaluation of Bedrock Geology	
Task C: Geologic Field Mapping/Fracture Fabric Analyses	
Task D: Groundwater Recharge Analyses	
Task E : Review of Potential Threats to Groundwater Quality	
Task F: selection and prioritization of Specific Zones considered Favorable for Groundwater Development	
Total Costs for Phase I	\$36,500
C/O 1 Adding Shaws Lane Groundwater Availability Study	\$15,000
C/O 2 Install one 8-inch diameter Water Supply Well/Screen @ Shaws Ln Field Includes pumping test and water quality analysis with summary report	\$79,900
C/O 3 Technical Support Shaw's Lane Irrigation Well	\$26,500

Emery & Garrett Ground Water Investigations (EGGI) will provide technical support associated with the installation of pumping and well support equipment within the recently installed Shaw's Lane irrigation well consistent with their proposal of work in the amount of \$26,500.

Martineau Electric, Inc will perform installation and electrical work associated with well pump and support equipment consistent with their proposal of work in the amount of \$25,675, plus \$2,825 as contingency for unforeseen items. This vendor was approved for electrical services as needed at locked in rates via [R-2016.12.14-157](#).

As of June 30, 2018, the Recreation Field Construction Fund has a balance of \$98,740.80, less the amount for this appropriation request, leaving an available balance of \$43,740.80.

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 Complete	Estimated Delivery:	As needed
Recommended Award to:	Emery & Garrett Groundwater Investigation Inc	Fund:	CIP
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bidding



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2019.03.13 – 005**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **50 Schedule C. Stop Intersections**
56 Schedule I. No Parking at Any Time

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to expand the stop signs at intersections under Section 50 and to address a parking concern on Ham Street as well as a plowing concern on Industrial Park Drive under Section 56.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 50, Stop Intersections as follows:

<u>STOP SIGN ON:</u>	<u>AT INTERSECTION OF:</u>
<u>Florence Street</u>	<u>Broadway</u>
<u>Florence Street</u>	<u>Oak Street</u>
<u>Park Street</u>	<u>Hill Street</u>
<u>Pointe Place</u>	<u>Julia Drive and Teresa Drive</u>
<u>Summer Street</u>	<u>Elm Street</u>
<u>Thornwood Drive</u>	<u>Julie Drive and Teresa Drive</u>

3. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 56, No Parking at Any Time as follows:

<u>STREET</u>	<u>LOCATION</u>
<u>Ham Street</u>	<u>Northerly side, from Central Avenue to Park Street</u>
Industrial Park Drive [Added on 05-23-2018 by Ord No. 2018.05.09-004]	Easterly, then southerly side (inside of curve) from the westernmost driveway from 89 Industrial Park Drive (Eversource pole #305/12B), northerly, then easterly to the driveway of 115 Industrial Park Drive (Eversource pole #305/15BS) from ~~December~~ November 1 st to April 1 st

4. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2019.03.13 – 005
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 50 Schedule C. Stop Intersections
56 Schedule I. No Parking at Any Time

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch Sponsored by: Mayor Karen Weston
Finance Director By request

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

Recorded by: Susan Mistretta
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		
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:

Re: 166-50 Stop Intersections

- Florence Street – This ordinance revision was recommended by the Transportation Advisory Commission. Resident concerns were brought forward about the absence of stop signs on Florence – the minor street – at the intersection with both Oak and Broadway – the major streets. All other similar intersections in the area have stop signs, and the lack of signs here appear to be an oversight.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2019.03.13 – 005
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 50 Schedule C. Stop Intersections
56 Schedule I. No Parking at Any Time

- Park Street - This ordinance revision was recommended by the Transportation Advisory Commission after hearing resident concerns regarding motorist confusion, traffic safety, and near-miss collisions at this intersection. This revision will change the intersection from a two-way to an all-way stop, where previously the stop signs were only on Park Street. An all-way stop is also expected to enhance pedestrian safety in proximity to the Park Street Park, in similar fashion to the Ham/Park intersection which is also an all-way stop.
- Pointe Place and Thornwood Lane - This ordinance revision was recommended by the Transportation Advisory Commission after hearing resident concerns regarding traffic safety. These stop signs are already in place and this is posted an all-way stop (Julia and Teresa Drive are private roads). This revision adds these locations to the code given the City formally accepting Thornwood Lane as a public street and the anticipated acceptance of Pointe Place as a public street in the near future (although the area of Pointe Place where the stop signs will be located is currently owned by the City given its acceptance of Thornwood Lane – see map below).



- Summer Street - This ordinance revision was recommended by the Transportation Advisory Commission. Residents participating in a recent neighborhood meeting for the upcoming Belknap/Summer/Elm reconstruction project expressed the desire to convert this intersection from a two-way to an all-way stop, in an effort to improve traffic safety and reduce motorist confusion in the area.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: O – 2019.03.13 – 005
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 50 Schedule C. Stop Intersections
56 Schedule I. No Parking at Any Time

Re: 166-56 No Parking at Any Time

- Ham Street - This ordinance revision was recommended by the Transportation Advisory Commission following input from residents and business owners in the Ham Street area. With the occupancy of the Bradley Commons building, there was an increased demand for parking on surrounding neighborhood streets. Of particular concern is the first block of Ham Street – between Central Avenue and Park Street – where the police department fielded concerns from First Student Transportation and other drivers who had difficulty navigating the two-way street with cars parked on both sides. While the immediate problem was resolved once employees at Bradley Commons were directed to park elsewhere, the problem could return at any point as additional businesses occupy Bradley Commons or as development continues in this area. This ordinance revision is projected to be a long term solution to ensure safe traffic flow in the area.
- Industrial Park Drive - Community Services is requesting a change for no parking on Industrial Park Drive from December to November due to the recent early snowfalls in November.