



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, May 8, 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. FISCAL YEAR 2020 CAPITAL IMPROVEMENTS PROGRAM (CIP) APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF) CHAPEL STREET RAVINE STORMWATER TREATMENT PLANNING LOAN (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.) (CITY COUNCIL VOTE TO OCCUR ON MAY 22, 2019.)

SPONSORED BY MAYOR WESTON BY REQUEST

B. CHAPTER 5, BOARDS, COMMISSIONS, AND COMMITTEES: SECTION 1

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. April 24, 2019 – Workshop Session

B. April 24, 2019 – Regular Meeting

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 5, BOARDS, COMMISSIONS, AND COMMITTEES: SECTION 1

SPONSORED BY MAYOR WESTON, DEPUTY MAYOR CARRIER, AND COUNCILOR CIOTTI.



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B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. FISCAL YEAR 2020 CAPITAL IMPROVEMENTS PROGRAM (CIP)
APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE
REVOLVING FUND (CWSRF) SEWER ASSET MANAGEMENT LOAN
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
SPONSORED BY MAYOR WESTON BY REQUEST**
- 2. FISCAL YEAR 2020 CAPITAL IMPROVEMENTS PROGRAM (CIP)
APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE
REVOLVING FUND (CWSRF) PUMP STATION EVALUATIONS & PLANNING
LOAN (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.)
SPONSORED BY MAYOR WESTON BY REQUEST**

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Hot Rod City**
- 2. BLOCK PARTY – Woodman Museum**
- 3. TAG – American Heritage Girls**
- 4. B19066 HOT BITUMINOUS ASPHALT LAID IN PLACE
SPONSORED BY MAYOR WESTON BY REQUEST**
- 5. ASBESTOS ABATEMENT STATE OF NH BID AMENDMENT ONE
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 | |



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B. RESOLUTIONS

- 1. B18007 RE-ADOPTION OF POWER PURCHASE AGREEMENT FOR DOVER HIGH SCHOOL AND CAREER TECHNICAL CENTER
SPONSORED BY MAYOR WESTON BY REQUEST**
- 2. PAYMENT IN LIEU OF PROPERTY TAX AGREEMENT BETWEEN THE CITY OF DOVER AND REVISION IMPACT FUND 2, LLC
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 22, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**
- 3. PAYMENT IN LIEU OF PROPERTY TAX AGREEMENT BETWEEN THE CITY OF DOVER AND SSA SOLAR OF NH, LLC
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 22, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 166, VEHICLES AND TRAFFIC: SECTIONS 41, 59, AND 21
(TO BE REFERRED TO A PUBLIC HEARING ON MAY 22, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY OF DOVER

CITY OF DOVER - RESOLUTION

**Agenda Item#: 7.A.
Public Hearing Only**

Resolution Number: **R – 2019.04.24 – 062**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Chapel Street Ravine Stormwater Treatment
Planning Loan**

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

WHEREAS: The Chapel Street Ravine Stormwater Treatment Planning loan is available through the NH Department of Environmental Services, and the loan is eligible for 75% principal forgiveness for stormwater work; and

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

Item #	Description	Proposed Appropriation	Life/Yrs	Department	Fund
1	Chapel St Ravine Stormwater Treatment	\$100,000	5	Comm Serv - PW	General
	Total	<u>\$100,000</u>			

AND FURTHER BE IT RESOLVED THAT:

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

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
City Clerk



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DOCUMENT HISTORY:

First Reading Date: 04/24/2019	Public Hearing Date: 05/08/2019
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.		



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Resolution Re: **FY2020 CIP Appropriation and Authorization for
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Planning Loan**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes an appropriation for an FY2020 Capital Improvements Program project financed by loan from NH DES Clean Water State Revolving Fund, with up to 75% principal forgiveness, and authorizes the city to enter into the loan agreement with NH DES.

This resolution makes an appropriation for feasibility study to assess alternatives for enhancing the remainder of the drainage system within the tributary area, including the area from the Chapel Street ravine to the Cocheco River. The study will evaluate possible methods for utilizing the ravine as an area to treat stormwater naturally before the flow re-enters the closed drainage system at Chapel Street and discharging to the Cocheco River.

This project includes an assessment of the feasibility of creating a stormwater treatment system within the existing Chapel Street Ravine. The Chapel Street Ravine is located between the existing B&M Railroad tracks and embankment that parallel Broadway Street to the north, Chapel Street to the south, Forest Street to the east, and Winter Street to the west. The length of the ravine is approximately 600 feet with an area of approximately 2 1/2 acres. The ravine contains steep side slopes, is predominantly wooded, contains elements of urban fill, and is currently inaccessible to the public. An existing stone box drain culvert measuring approximately 3'-0" x 5'-0" exits the railroad embankment to the north, extends above-grade along the base of the ravine, and then continues as a buried culvert under Chapel Street and Portland Street before discharging to the Cocheco River. The culvert conveys base flow and stormwater runoff from a 218-acre tributary basin upstream of the ravine, which is approximately bound by the railroad embankment to the east, Central Avenue to the west, and Garrison Hill to the north.

The City is currently undergoing a project that will replace the portion of the existing stone box culvert located within Broadway Street and underneath the railroad embankment due to structural deficiencies previously observed in that section of the culvert (Broadway Culvert Reconstruction Project, CWSRF Project # CS-330200-09). The Chapel Street Ravine Stormwater Treatment Planning study is complimentary to the Broadway Culvert Reconstruction Project.

Debt Authorization versus Debt Retirement

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

Description	City
Pending Authorization	100,000
Prior FY2020 CIP Authorization	7,610,000
FY2020 Principal Retirement	4,163,390
Net Change	<u>3,546,610</u>

R-2019.04.24 CIP2020 Appropriation and Authorization for CWSRF
Chapel Street Ravine Stormwater Treatment Planning Loan

Document Created by: Finance Department
Document Posted on: May 3, 2019

Resolution.doc
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Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2019 and this authorization, against the City Council adopted financial policy debt limit of the City's General Fund. The City's Financial Policy debt limit for the City Department's General Fund is 65% of the State determined Equalized Value for Debt Limit. The statutory debt limit for the City portion of the General Fund is 3% of the State determined Equalized Value for Debt Limit.

Description	City
Debt Outstanding	36,875,299
Authorized - Unissued	19,925,414
Total Issued & Unissued	56,800,713
This Authorization	100,000
Grand Total	56,900,713
Legal Debt Limit	104,171,072
Unused Capacity	47,270,359
Percent Unused	45.38%

Description	City
Debt Outstanding	36,875,299
Authorized - Unissued	19,925,414
Total Issued & Unissued	56,800,713
This Authorization	100,000
Grand Total	56,900,713
Policy Debt Limit	67,711,197
Unused Capacity	10,810,484
Percent Unused	15.97%

Budgetary and Rate Impacts

The \$100,000 CWSRF loan is expected to be paid back over a 5-year period. Principal repayments would be \$20,000 per year and this amount would be offset by \$15,000 annual amount of principal forgiveness resulting in an annual \$5,000 impact to the City's General Fund budget for principal repayment. The interest that would accrue on outstanding principal balances over the 5 year period is estimated to be a total of \$6,000 impact to the City's General Fund budget over that 5 year period, approximately \$1,200 annual impact. The combined impact of principal and interest repayment for the CWSRF loan would be less than a \$0.01 impact on the annual tax rate.

City Manager's Report

May 08, 2019

Reporting on April 2019



Legal Department

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.

	For Month	FY19	FY18	FY17
Legal Matters/Questions Handled	19	300	456	354
Document Creation & Review Including Contracts	10	208	259	271
Right to Know Requests Processed	04	33	94	73
Resolutions	05	34	67	42
Ordinances	01	15	10	13

Customer Focused Outcomes: Right to Know Requests

- Dover – Spruce Lane Records
- Dover – Dover Police Department Weekly Arrest Records
- Dover – Green Grass Lawn Care and PJC Organic Proposals, Invoices
- Dover – Hotel Drive/New Rochester Road Intersection Traffic Light

Product & Process Outcomes: Assistance to City Departments

City Council	Drafting/review of resolutions and ordinances; Opioid litigation, General Code Recodification; Plastic mitigation; Code 5-1 Amendment, Tax Cap;
City Manager	No legal assistance needed.
Community Services	Right of Way issues; Extension of water service into Rollinsford; Adopt-A-Spot Program; Garabedian Lot Line; Sewer tie/septic issue-Richardson Drive; Exit 7-10 Central Avenue; Greek Church Easement; 70 Horne Street water shut-off issue; Review of Kids Culture Child Care Lease; Review easements for Spur Road; 340 LLC road repair; Trash policies; 398 Sixth Street tree hazard
Executive	Review of Department of Labor investigation letters.
Fire & Rescue	16-18 Grove Street health and safety concerns; Tent permit form questions
Finance	Discharges and Liens; Prepare various contracts; 43 Picnic Rock Drive disclaimer
Planning	Waterfront development; PILOT Agreements for ReVision Impact Fund2, LLC and SAA Solar Power, LLC; Johnson Creek/ZBA Variance; Scruton Farming license; Property line Severino land exchange; 9 Polly Ann Park; Adams purchase; Bellamy Ridge
Police	Virtual Neighborhood Watch; RTK request for arrest records; Wiesner v. Breault matter
Public Library	No legal assistance needed.
Public Welfare	No legal assistance needed.
Recreation	No legal assistance needed.
School	Review of Infinite Campus Contract; Review and edits to DTU Collective Bargaining Agreement Resolution
Committees	No legal assistance needed.

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 USDC in Concord.

Shawn Labrie v. City of Dover Office of Assessor – Case pending in Strafford County Superior Court. File sent to outside counsel.

McQuade Realty, Inc v. JAD Investments LLC & City: City Attorney filed an Answer and Appearance. File sent to outside counsel.

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.

Little Tree Education, LLC et al v. City: Received Summons and Complaint on 4/15/19. File sent to outside counsel.

Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath: Served on City on 4.17.2019. File sent to outside counsel.

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 was somewhat mixed since the last report. Recent retail and restaurant activity was reported as up moderately coming out of Q1 with City assisted sales help. Manufacturer's results, by contrast, were varied with some reporting either declines in revenue or a slowing of sales growth. Staffing firms also reported a decline in revenue due primarily to a lack of qualified candidates. Commercial real estate activity, including multifamily/mixed use projects continued to be strong regionally and locally. Residential real estate markets saw some declines in closed sales and increases in median sales prices. The Dover unemployment rate is now 2.3%. 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. 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 most recently are 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 increased activity 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 has opened 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 6% 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, and now decreasing, interest rates and somewhat tighter lending standards. Abundant investment capital continues to flow into commercial lease properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace with local inventory in this category rising rapidly. The outlook remains optimistic across the region. Forecasts call for more slow but steady improvement in fundamentals moving forward, pending steady employment growth. Fiscal policy and uncertainty around the business and employment effects of the Healthcare Bill and Medicaid status are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that produces improvement in leasing and construction activity. Some major capital spending projects are underway and some about to be announced. The Fosters building at 333 Central Ave. project is currently 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 recently contributing strong performance on the Seacoast, have begun to slow somewhat. Home buyer confidence still appears to be there. Completed sales of single family homes increased year-over-year in Q1 and Q2 but Q3 and Q4 unit sales in 2017 declined slightly and first half 2018 unit sales declined slightly due to lack of inventory but dollar sales were up due to the increase in prices. Rising prices are convincing sellers to put homes on the market before interest rates go up any more (now averaging 4.55% on residential mortgages). Median selling prices continue to rise locally and are up 9.7% year-over-year 2017-2018. Condo sales though somewhat mixed regionally, are up 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 condos will continue, though somewhat abated, throughout 2019 with a probable more significant pause in growth late in 2020 or early 2021.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting mixed results with 25% reporting significant market weakness. 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 flat 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 at peak use periods 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 March. 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 early building season. Outlook for the balance of the year remains 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 underway 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. Some expect demand for commercial real estate to slow in 2019.

Retail & Tourism:

Retailers contacted for this period report year-over-year store sales up by mid- single digit percentages. The uncertainty about the effect of the tax reform law on household income and the issues of the affect on healthcare coverage and cost have faded to some degree. The recent gasoline price volatility (now in a significantly higher price cycle), has had no discernible effect yet on retail, hotel and restaurant sales so far. A significant increase in military spending is having a very positive effect on the number of shipyard and Air Force workers electing to get better value for their Fed per diem allowance by staying in Dover hotels and having dinner in Dover. On-line shopping has reinforced a "just-in-time" shopping mentality that has exacerbated erratic monthly sales results for brick and mortar department stores. 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 with at store drive through pick up points. 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 April despite the seasonal first quarter decline. Dover's current unemployment rate is 2.3%. 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.

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. Two 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.
- The Fosters building on Venture drive is up for sale.

Parking Division

Meter Activity

	March 2019	March 2018
Meter Transactions	39,309	36,969
Income from Meters - Total	\$55,180	\$50,917
Income from Meters – Parking Garage	\$5,351	\$3,471
Meter Days	21	22
Average Meter Transactions Per Day	1,872	1,680
Transaction Increase / Decrease	+11.4%	

	Fiscal Year 2019	Fiscal Year 2018
Meter Transactions	342,725	328,239
Income from Meters - Total	\$474,224	\$432,905
Meter Days	185	186
Average Meter Transactions Per Day	1,853	1,765
Transaction Increase / Decrease	+4.9%	

Electric Vehicle Charging Stations

Info to be included in June Report.

Month	Number of Times Charging Stations Used	Amount Added to Parking Activity Fund

COAST

Ridership Activity

Month	Route 1	Route 2	Route 33 (FasTrans)
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
February 2019	4,796	13,479	1,103
March 2019	5,336	15,429	1,161

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, April 24, 2019**
Meeting Time: **6:00 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 Keane, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Also Present: City Manager Joyal 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.

Zachary Koehler, 91 Spruce Lane, School Board Member: He spoke in support of the Dover Teacher's Union Contract and the proposed School Department's budget.

A. BUDGET PRESENTATIONS

1. COMMUNITY SERVICES

Community Services Director Storer gave a PowerPoint presentation to the Council.

2. GENERAL BUDGET DISCUSSION

City Manager Joyal gave a handout showing possible budget adjustments.

6. ADJOURNMENT

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

Vote: 9/0.

 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, April 24, 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, April 24, 2019	Meeting Time:	7:00pm
CITY COUNCIL - MINUTES											
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Meeting Location:	City Hall, Council Chambers										
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1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

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

Also Present: City Manager Joyal and City Clerk Mistretta.

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to move #11. Mayor's Report to follow the Public Hearings, and for Item #13.B.1. to follow the Citizen's Forum.

Deputy Mayor Carrier moved to approve the Agenda as amended; seconded by Councilor Ciotti.
Vote: 9/0.

7. PUBLIC HEARINGS

A. FISCAL YEAR 2020 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION ONLY SPONSORED BY MAYOR WESTON BY REQUEST

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

B. FISCAL YEAR 2020 CAPITAL IMPROVEMENTS PROGRAM (CIP) APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF) SEWER ASSET MANAGEMENT LOAN (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.) (COUNCIL VOTE TO OCCUR ON MAY 8, 2019.) SPONSORED BY MAYOR WESTON BY REQUEST

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

C. FISCAL YEAR 2020 CAPITAL IMPROVEMENTS PROGRAM (CIP) APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF) PUMP STATION EVALUATIONS & PLANNING LOAN (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.) (COUNCIL VOTE TO OCCUR ON MAY 8, 2019.) SPONSORED BY MAYOR WESTON BY REQUEST

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

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Mayor's Report

Mayor Weston listed the two events she attended: Taxpayers Group, and the opening of the Portsmouth Regional Hospital - Dover ER. She introduced Rochester City Councilor Jeremy Hutchinson to the Council, and asked him to present to the Council regarding the Tri-City Mayors Joint Task Force on Homelessness.

Councilor Hutchison gave a PowerPoint presentation regarding the recommendations to end Homelessness.

Deputy Mayor Carrier moved to approve the Mayor's Report; seconded by Councilor Ciotti.
Vote: 9/0.

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.

Arthur Burke, 2 Union Street: He spoke in support of the Dover Teachers Union's contract, but added that it is making it harder for people to keep their homes. He said it is time for the State to implement a State income tax.

Sharon Boucher, 40 New Rochester Road, Teacher: She spoke in support of the Dover Teachers' Union's contract.

Jane Hamor, 13 Roosevelt Avenue, Arts Commission's Chairperson: She spoke in support of increasing the Arts Commission's budget.

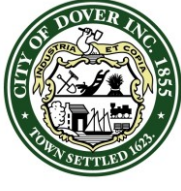
William Baber, 5 Gerry's Lane, Energy Commission Member: He spoke in support of adding an energy expert on the City's staff.

Phyllis Woods, 1 Barry Street: She spoke in support of the Tri-City Task Force for Homelessness, and thanked the Mayor, Councilors Gasses and Williams for their involvement.

Simon Allie, 66 Stocklan Circle: He spoke about the disgraceful condition of the streets in Dover and at some point it's going to matter. He felt with the new high school and the teachers' union contract that it's not sustainable.

Betsey Andrews-Parker, 34 Gladiola Way: She spoke in support of the Dover Teachers' Union's contract.

Councilor Shanahan moved to suspend the rules to allow Joshua Driesch of Greenland to speak to the City Council; seconded by Councilor Gasses.
Vote: 9/0.

 CITY OF DOVER	CITY COUNCIL - MINUTES <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Chambers</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, April 24, 2019</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Chambers	Meeting Date:	Wednesday, April 24, 2019	Meeting Time:	7:00pm
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Josh Droesch, Greenland, Teacher: He spoke in support of the Dover Teachers' Union's contract.

Jennifer MacDonald, 15C Hanson Street: She spoke in support of the Dover Teachers' Union's contract.

Frances Meffen, 16 Benjamin Way, Teacher: She spoke in support of the Dover Teachers' Union's contract.

Kathleen Morrison, 22 Hill Street, School Board Member: She spoke in support of the Dover Teachers' Union's contract.

Carolyn Mebert, 254 Dover Point Road, School Board Member: She spoke in support of the Dover Teachers' Union's contract.

Amanda Russell, 20 Cranbrook Lane, School Board Chairperson: She spoke in support of the Dover Teachers' Union's contract. She also read a letter from Superintendent Harbron.

Philip Read, 7 Browning Drive: He spoke in support of the Dover Teachers' Union's contract.

Walter King, 40 Sandpiper Drive, Energy Commission Chairperson: He spoke in support of Item 13.A.12., regarding the reduction of single use plastics.

Betsy Breen, 7 Gerry's Lane: She spoke in support of the Dover Teachers' Union's contract.

Kristine Baber, 5 Gerry's Lane: She spoke in support of the Dover Teachers' Union's contract. She also spoke in support of Item 13.A.12., regarding the reduction of single use plastics.

Philip Rubins, 6 Hawthorn Road: He spoke in support of Item 13.A.12., regarding the reduction of single use plastics. He also spoke in support of the Dover Teachers' Union's contract.

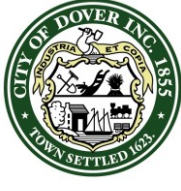
Cora Quisumbing-King, 40 Sandpiper Drive: She spoke in support of the Dover Teachers' Union's contract. She also spoke in support of Item 13.A.12., regarding the reduction of single use plastics.

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

Deputy Mayor Carrier moved for the adoption of Item 13.B.1.; seconded by Councilor Shanahan.

The Councilors all spoke to this Resolution.

Roll Call Vote: 9/0.

 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, April 24, 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, April 24, 2019	Meeting Time:	7:00pm
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9. CITY MANAGER'S REPORT

City Manager Joyal said he submitted his report in writing.

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

Vote: 9/0.

10. APPROVAL OF MINUTES

- A. April 10, 2019 – Regular Meeting
- B. April 17, 2019 – Workshop Session

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

Vote: 9/0.

11. MAYOR'S REPORT

Moved up on the Agenda to follow Public Hearings.

12. UNFINISHED BUSINESS

- A. ORDINANCES IN THE 2nd READING
- B. ORDINANCES IN THE 3RD READING
- C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Prescott Park Arts Festival
- 2. BLOCK PARTY – City of Dover Recreation Department
- 3. FIREWORKS – City of Dover Recreation Department
- 4. RAFFLE – City of Dover Recreation Department
- 5. RAFFLE – Cochecho Country Club
- 6. PARADE – Dover Knights of Columbus
- 7. ROAD RACE – Greater Seacoast Community Health (dba Goodwin Community Health)
- 8. ROAD RACE – The Triangle Club
- 9. ROAD TOLL – American Cancer Society Relay for Life of Rochester, NH (5/4/2019)
- 10. ROAD TOLL – American Cancer Society Relay for Life of Rochester, NH (6/15/2019)
- 11. TAG – Dover Youth Football



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, April 24, 2019**
Meeting Time: **7:00pm**

- 12. TO SUPPORT A CITY-WIDE, VOLUNTARY INITIATIVE TO REDUCE THE USE AND DISTRIBUTION OF NON-BIODEGRADABLE, SINGLE-USE PLASTIC PRODUCTS IN THE CITY OF DOVER**
SPONSORED BY MAYOR WESTON
- 13. TURF TREATMENT SERVICES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 14. B19046 PICKLE BALL COURT RENOVATIONS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 15. B19054 AWARD OF BID SEWER DRAIN SUPPLIES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 16. B19055 AWARD OF BID WATER DRAIN SUPPLIES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 17. B19057 PRECAST CONCRETE STRUCTURES**
SPONSORED BY MAYOR WESTON BY REQUEST
- 18. PURCHASE OF ZOLL X-SERIES CARDIA MONITOR/DEFIBRILLATORS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 19. RELEASE OF SEWER EASEMENT DEEDS BY THE CITY OF DOVER**
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 | |

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

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

Councilor Thibodeaux pulled Items 13.A.16. and 13.A.18.

Councilor Shanahan pulled Item 13.A.13.

 CITY OF DOVER	CITY COUNCIL - MINUTES <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Chambers</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, April 24, 2019</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Chambers	Meeting Date:	Wednesday, April 24, 2019	Meeting Time:	7:00pm
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Mayor Weston pulled Item 13.A.12.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.12.; seconded by Councilor Keane.

Mayor Weston gave an overview of the Resolution to the Council. She asked the Council if they would co-sponsor the Resolution.

There was Council consensus.

Roll Call Vote: 9/0.

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

Councilor Shanahan asked about the bidding process.

City Manager Joyal gave an overview of the process to the Council.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.16.; seconded by Councilor Thibodeaux.

City Manager Joyal gave an overview of the Resolution to the Council.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.18.; seconded by Councilor Thibodeaux.

Fire Chief Hagman gave an overview of the purchasing process to the Council.

Roll Call Vote: 9/0.

Councilor Shanahan gave an overview of the Legislative Liaison Report to the Council.

Deputy Mayor Carrier moved to accept the Legislative Liaison Report; seconded by Councilor Thibodeaux.

Vote: 9/0.

Councilor Thibodeaux gave an overview of the Library Board of Trustees Report to the Council.

Deputy Mayor Carrier moved to accept the Library Board of Trustees Report; seconded by Councilor Keane.

Vote: 9/0.

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

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

Vote: 9/0.

Recreation Director Bannon gave an overview of the Recreation Programs to the Council.

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

Vote: 9/0.

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B. RESOLUTIONS

1. COLLECTIVE BARGAINING AGREEMENT - DOVER TEACHERS' UNION (DTU) SPONSORED BY MAYOR WESTON BY REQUEST

Moved up on the Agenda to follow the Citizen's Forum.

2. FISCAL YEAR 2020 CAPITAL IMPROVEMENTS PROGRAM (CIP) APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF) CHAPEL STREET RAVINE STORMWATER TREATMENT PLANNING LOAN (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL.) (TO BE REFERRED TO A PUBLIC HEARING ON MAY 8, 2019, WITH A CITY COUNCIL VOTE TO OCCUR ON MAY 22, 2019.) SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a public hearing on May 8, 2019; seconded by Councilor Keane.

Vote: 9/0.

C. ORDINANCES IN 1ST READING

1. CHAPTER 5, BOARDS, COMMISSIONS, AND COMMITTEES: SECTION 1 (TO BE REFERRED TO A PUBLIC HEARING ON MAY 8, 2019) SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a public hearing on May 8, 2019; seconded by Councilor Ciotti.

Mayor Weston gave an overview of this Ordinance to the Council.

Vote: 9/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Gasses discussed the upcoming lane closure on Route 4.

Councilor Muffett-Lipinski discussed her pleasure in passing the Dover Teachers' Union contract.

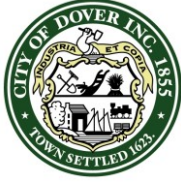
Mayor Weston said they really need to reach out to the State.

Councilor Shanahan said he will draft a letter.

16. ADJOURN

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

Vote: 9/0.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2019.04.24 – 008 Ordinance Title: Boards, Commissions and Committees Chapter: 5 Section: 1 Establishment	Agenda Item#: 12.A.1.

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to clarify and update the requirements of board, commission and committee meeting attendance and removal.

2. AMENDMENT

Chapter 5 entitled “Boards, Commissions and Committees” is hereby amended by revising Section 5-1, “Establishment”, Subsection C as follows:

5-1. Establishment. [Amended 04-27-83 by Ord. No. 10-83]

A. There shall be the following boards, commissions and committees in the City of Dover:

- (1) Board of Health
- (2) Cemetery Board
- (3) Library Board of Trustees
- (4) Recreation Advisory Board
- (5) Dover Arena Commission
- (6) Personnel Advisory Board
- (7) Planning Board
- (8) Dover Utilities Commission
- (9) Zoning Board of Adjustment
- (10) Trustees of the Trust Funds
- (11) Building Code Board of Appeals
- (12) Solid Waste Advisory Commission
- (13) Dover Arts Commission
- (14) Transportation Advisory Commission
- (15) Joint Fiscal Committee
- (16) Dover Business and Industrial Development Authority



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2019.04.24 – 008**
Ordinance Title: Boards, Commissions and Committees
Chapter: 5
Section: 1 Establishment

- (17) McConnell Center Advisory Committee
- (18) Parking Commission
- (19) Conservation Commission
- (20) Dover Pools Advisory Committee
- (21) Dover Housing Authority
- (22) Energy Commission
- (23) Downtown Dover Tax Increment Finance Advisory Board
- (24) Waterfront Tax Increment Finance Advisory Board
- (25) Heritage Commission

- B. All boards and commissions shall serve in an advisory capacity only, unless otherwise empowered by state statute, City Charter or ordinance.
- C. All appointments to boards, commissions and committees shall serve for the terms appointed and until a successor shall have been appointed and qualified, ~~unless~~

- (1) Records of Attendance shall be kept by the Chair of any board, commission or committee appointed by the City Council, on a form approved by the City Manager, and be submitted to the City Clerk following any meeting along with the meeting minutes. A summary of the attendance records of members of boards, commissions and committees shall be provided to the City Council by the City Manager in January of each year for the prior twelve (12) month period.
- (2) A vacancy shall be created when any board, ~~or~~ commission, or committee member is absent for four (4) consecutive meetings or four (4) regular meetings in any consecutive twelve (12) month period, ~~whereby if such absences are unexcused, a~~ The vacancy shall be filled by the City Council for the remainder of the term. The Chair of any board, commission or committee may, for good cause shown and set forth in the records of attendance and meeting minutes, excuse the absence of any member from a meeting. An excused absence set forth in the meeting minutes shall not be counted toward the four (4) meetings described herein, ~~created in the position, and said vacancy shall be filled by the appointing authority for the remainder of the term. Conditions for removal of any board member shall be defined by statute, ordinance or the Charter. The Chair of any board, commission or committee may for good cause shown and set forth in the meeting minutes, excuse the absence of any member from a meeting.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2019.04.24 – 008**
Ordinance Title: Boards, Commissions and Committees
Chapter: 5
Section: 1 Establishment

(3) In the case of any member who may be removed from a board, commission, or committee pursuant to the Charter, State Statute, or any other reason, the City Council may remove that member by majority vote following a hearing for which the member has been provided with at least ten (10) days advanced written notice and an opportunity to be heard. [Amended 03-28-79 by Ord. No. 6-79; Amended 06-20-2001 by Ord. No. 15-2001; Amended 10-25-2017 by Ord. No.2017.10.11-007]

C. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 12.A.1.	
	Ordinance Number:	O – 2019.04.24 – 008
	Ordinance Title:	Boards, Commissions and Committees
	Chapter:	5
Section:		1 Establishment

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

The proposed amendment underscores the importance of attendance at board, commission, and committee meetings and provides greater clarity on the process for removal of a member of a City board, commission, or committee.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.04.10 – 051**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Sewer Asset Management Loan**

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

WHEREAS: The Sewer Asset Management loans are available through the NH Department of Environmental Services, and the loan is eligible for 100% principal forgiveness for sewer system work; and

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

		Proposed			
Item #	Description	Appropriation	Life/Yrs	Department	Fund
1	Sewer System Asset Management	\$90,000	5	CS - Sewer	Sewer
	Total	\$90,000			

AND FURTHER BE IT RESOLVED THAT:

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

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.04.10 – 051**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Sewer Asset Management Loan**

DOCUMENT HISTORY:

First Reading Date: 04/10/2019	Public Hearing Date: 04/24/2019
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 – 2019.04.10 – 051**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Sewer Asset Management Loan**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes an appropriation for an FY2020 Capital Improvements Program project financed by loan from NH DES Clean Water State Revolving Fund, with 100% principal forgiveness, and authorizes the city to enter into the loan agreement with NH DES.

This resolution makes an appropriations to apply condition assessment and prioritization concepts to the City's sewer system of the City.

The City of Dover owns, operates, and maintains wastewater collection and treatment facilities that serve the City's more than 31,000 residents. The collection system includes approximately 115 miles of sanitary sewer (ranging in size from 8-inch to 40-inch) and 23 pumping stations. All sanitary sewer flows are conveyed to the Dover wastewater treatment facility (WWTF) for treatment and subsequent discharge to the Piscataqua River. The City has prioritized the need to develop and implement a collection system Asset Management Program (AMP) in accordance with the State of New Hampshire's Asset Management grant program. Development of the proposed Asset Management program will assist the City in identifying areas for future infrastructure improvement and will serve as the basis for a long-term collection system Capital Improvements Plan (CIP). The goals of the AMP are to reduce costs by forecasting and targeting funds for necessary repairs, upgrades and inspections to maintain a sustainable, cost-effective and compliant operation. The City's Asset Management Program (AMP) will incorporate industry best practices with EPA and NHDES guidance principals to achieve these goals.

Debt Authorization versus Debt Retirement

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

Description	Sewer
Pending Authorization	90,000
Prior FY20 CIP Authorization	2,750,000
FY20 Principal Retirement	1,428,481
Net Change	1,411,519

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2019 and this authorization, against the City Council adopted financial policy debt limit of the City' Sewer Fund. The City's Financial Policy debt limit for the Sewer Fund is 1.5% of the State determined Equalized Value for Debt Limit. There is no statutory debt limit for the Sewer Fund.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.04.10 – 051**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Sewer Asset Management Loan**

Description	Sewer
Debt Outstanding	18,546,865
Authorized - Unissued	9,164,744
Total Issued & Unissued	27,711,609
This Authorization	90,000
Grand Total	27,801,609
Policy Debt Limit	52,085,536
Unused Capacity	24,283,927
Percent Unused	46.62%

Budgetary and Rate Impacts

The \$90,000 CWSRF loan is expected to be paid back over a 5-year period. Principal repayments would be \$18,000 per year and this amount would be offset by an equal annual amount of principal forgiveness resulting in no impact to the City's Sewer Fund budget for principal repayment. The interest that would accrue on outstanding principal balances over the 5 year period is estimated to be a total of \$5,400 impact to the City's Sewer Fund budget over that 5 year period. This would be less than a \$0.01 impact on the annual sewer rate.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2019.04.10 – 052**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Pump Station Evaluations and Planning Loan**

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

WHEREAS: The Pump Station Evaluations and Planning loan is available through the NH Department of Environmental Services, and the loan is eligible for 100% principal forgiveness for sewer pump station work; and

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

		Proposed			
Item #	Description	Appropriation	Life/Yrs	Department	Fund
1	Wastewater Pump Stations Evaluation	\$75,000	5	CS - Sewer	Sewer
	Total	\$75,000			

AND FURTHER BE IT RESOLVED THAT:

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

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2019.04.10 – 052**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Pump Station Evaluations and Planning Loan**

DOCUMENT HISTORY:

First Reading Date: 04/10/2019	Public Hearing Date: 04/24/2019
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 – 2019.04.10 – 052**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Pump Station Evaluations and Planning Loan**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes an appropriation for an FY2020 Capital Improvements Program project financed by loan from NH DES Clean Water State Revolving Fund, with 100% principal forgiveness, and authorizes the city to enter into the loan agreement with NH DES.

This resolution makes an appropriations to apply condition assessment and prioritization concepts to the City's sewer pump stations.

The City of Dover owns, operates, and maintains wastewater collection and treatment facilities that serve the City's more than 31,000 residents. The collection system includes approximately 115 miles of sanitary sewer (ranging in size from 8-inch to 40-inch) and 23 pumping stations. All sanitary sewer flows are conveyed to the Dover wastewater treatment facility (WWTF) for treatment and subsequent discharge to the Piscataqua River. The City is seeking a comprehensive evaluation of all wastewater pump stations and force mains, to be summarized into a technical report and implemented in a 10-year Capital Improvement Plan (CIP). Since the majority of the pump stations were originally installed, many stations have undergone upgrades including pump and equipment replacement, electrical improvements, and SCADA control integration. The City understands this infrastructure is critical and the pumps or equipment may be reaching (or have reached) the end of their useful life. As a proactive means of addressing this aging infrastructure and preparing for potential capital improvements, the City has chosen to perform a pump station evaluation on 23 pump stations. This evaluation will be a key part of managing and maintaining the City's wastewater pump station and force main infrastructure moving forward.

Debt Authorization versus Debt Retirement

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

Description	Sewer
Pending Authorization	75,000
Prior FY20 CIP Authorization	2,840,000
FY20 Principal Retirement	1,428,481
Net Change	1,486,519

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2019 and this authorization, against the City Council adopted financial policy debt limit of the City' Sewer Fund. The City's Financial Policy debt limit for the Sewer Fund is 1.5% of the State determined Equalized Value for Debt Limit. There is no statutory debt limit for the Sewer Fund.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R – 2019.04.10 – 052**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Pump Station Evaluations and Planning Loan**

Description	Sewer
Debt Outstanding	18,546,865
Authorized - Unissued	9,254,744
Total Issued & Unissued	27,801,609
This Authorization	75,000
Grand Total	27,876,609
Policy Debt Limit	52,085,536
Unused Capacity	24,208,927
Percent Unused	46.48%

Budgetary and Rate Impacts

The \$75,000 CWSRF loan is expected to be paid back over a 5-year period. Principal repayments would be \$15,000 per year and this amount would be offset by an equal annual amount of principal forgiveness resulting in no impact to the City's Sewer Fund budget for principal repayment. The interest that would accrue on outstanding principal balances over the 5 year period is estimated to be a total of \$4,500 impact to the City's Sewer Fund budget over that 5 year period. This would be less than a \$0.01 impact on the annual sewer rate.



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: Hot Rod City

Federal Tax ID number for Organization: 56-2311107

Check (✓) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other X
(Describe) BUSINESS OPEN HOUSE

Contact Person: SEAN LAROSE Day Time Telephone: 603-749-7536

Address: 99 OAK ST. Email: sean@paintworks.com

Purpose of Permit: TURN OAK ST TO ONE WAY (Portland to Atlantic)

Date of Event: June 8th 2019 (Sat.) Specific Time: 9:00 - 2:00

Location of Event: 99 OAK ST

*****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): 99 OAK ST

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn 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: Sean Larose DATE: 4-22-19

(duly authorized)

PRINTED NAME: SEAN LAROSE

Licensing Board Approval Tim B Date: 4/23/19



**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: Woodman Museum

Federal Tax ID number for Organization: 02-0223356

Check (☒) Nature of Organization:

Religious _____, Educational ☒, Charitable _____, Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) Wreath laying, cannon salute - GAR Cemetery - Pine Hill - Firing Demonstration

Contact Person: Paul Timmerman Day Time Telephone: 425 894 5010

Address: 182 Central Ave Dover Email: pault021@gmail.com

Purpose of Permit: Memorial Day Ceremony

Date of Event: May 27, 2019 Specific Time: 11:00 am - 12:30 pm

Location of Event: Pine Hill - GAR Cemetery + Lower grounds

*****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): Cemetery streets need barriers

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: Paul Timmerman DATE: 4/23/19

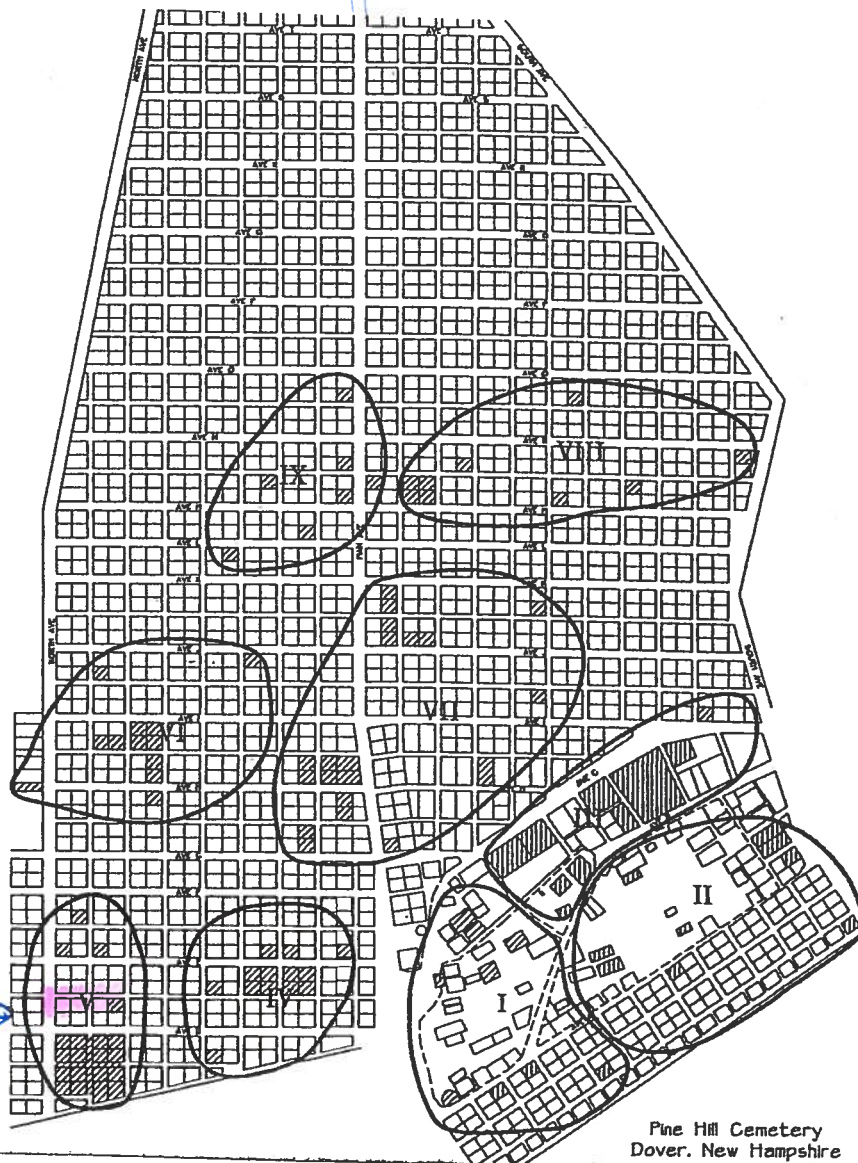
PRINTED NAME: Paul Timmerman
(duly authorized)

Licensing Board Approval [Signature] Date: 4/30/19

Pine
Hill
Cemetery

Cannon
Firing
demonstration

Open
Fields



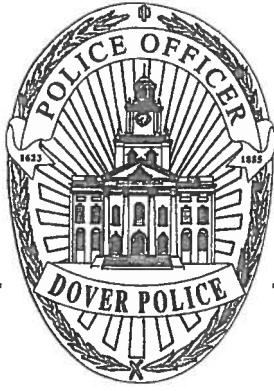
GAR
Cemetery
Wreath Laying
Cannon Salute

Pine Hill Cemetery
Dover, New Hampshire



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CITY OF DOVER, NEW HAMPSHIRE

POLICE DEPARTMENT



William M. Breault
Chief of Police

May 1, 2019

Mr. Paul Timmerman
c/o Woodman Museum
182 Central Avenue
Dover, NH 03820

Dear Mr. Timmerman:

Per your request, this letter is to provide you with permission to discharge a cannon at the Annual Woodman Museum Memorial Day ceremony on May 27, 2019 at Pine Hill Cemetery. It is my understanding that there will be a total of three volleys, spaced out over a 90 minute duration between the hours of 11:00 AM and 12:30 PM. One volley will be held in the area of the G.A.R. Soldiers' Monument and two additional volleys will be held in the open field area south of East Watson Road.

This permission is granted under the authority vested in New Hampshire RSA 644:13.

If you have any further questions, please feel free to contact me.

Sincerely,

WILLIAM M. BREAULT
Chief of Police

cc: Sharon Sirois, Facilities, Grounds and Cemeteries Division



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

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

Organization Name: American Heritage Girls Charter Organization
Federal Tax ID number for Organization: 32-0286039 Parish of the Assumption

Check (✓) Nature of Organization:

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

Contact Person: Claudia Brown Day Time Telephone: 603-988-9667

Address: 29 Kelwyn Dr. Somersworth Email: claudie brown 88@gmail.com

Purpose of Permit: Sell coffee seated 9 NH 03878

Date of Event: 4-19-19 5-18-19 Specific Time: 8:00 AM - 5:00

Location of Event: Shows

*****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): _____

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: C Brown DATE: 4-19-19

(duly authorized)

PRINTED NAME: Claudia Brown

Licensing Board Approval [Signature] Date: 4/19/19



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2019.05.08 – 063**

Resolution Re: B19066 Hot Bituminous Paving –Asphalt Laid in Place

WHEREAS: The Sealed Request for Bid #B19066 was requested and received for Hot Bituminous paving (asphalt) laid in place on April 30, 2019 at 1:30 PM. The bid requested unit pricing on various scopes of services and products for paving various streets; and

WHEREAS: Three bids were received with the low bid being submitted by Continental Paving, Inc of Londonderry NH in the total amount of \$1,572,880.00. It is the recommendation to award to Continental Paving, Inc at the per item rates as outlined in the results page for the total amount of \$1,572,880.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Continental Paving Inc of Londonderry NH for laid in place asphalt paving services given the per unit rates provided in conjunction with B19066. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4715.00000.00	CS Street Improvements	1,606,933.00	1,536,877.01
1009.1.300.43121.4715.00000.00	CS Land Improvements	1,441,635.00	70,463.74

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal
Form and Compliance: Legal Division

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2019.05.08 – 063**

Resolution Re: B19066 Hot Bituminous Paving –Asphalt Laid in Place

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2019.05.08 – 063**

Resolution Re: B19066 Hot Bituminous Paving –Asphalt Laid in Place

RESOLUTION BACKGROUND MATERIAL:

Scope of work includes but is not limited to the overlays of streets as laid out in the street paving list. Typically, this involves cold planning along the curb line, creating cut in joints at intersections and driveways and finally tacking the road and paving. Adjusting utility frames and traffic control is also required.

Bid Information:

Sealed Request for Bid #B19066 was requested and received for Hot Bituminous Paving (asphalt) laid in place on April 30, 2019 at 1:30 PM.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	114	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	2019
Recommended Award to:	Continental Paving Inc	Fund:	Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B19066 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2019.05.08 – 064**

Resolution Re: Asbestos Abatement State of NH Bid Amendment One

WHEREAS: The State of New Hampshire solicited bids and has entered into agreement #8002298 with Envirovantage Inc of Epping NH for asbestos abatement services. This vendor had provided a proposal based on State of NH bid prices for time and materials for the removal of asbestos flooring in the first and second floor offices of City Hall, in the amount of \$79,750.00; and

WHEREAS: The proposal was accepted and approved via council resolution [R-2018.06.13-060](#) and work began. The City received a final invoice adding an additional \$52,250.00 to the current purchase order. Staff is seeking approval of amendment one in order to pay for services already rendered.

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 Envirovantage Inc of Epping, NH for asbestos abatement services in the amount of \$52,250.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.190.41991.4840.00000.00	Misc Gen Gov-Contingency	348,146	228,333

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal
Form and Compliance: Legal Division

Recorded by: Susan Mistretta
Acting City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2019.05.08 – 064**

Resolution Re: Asbestos Abatement State of NH Bid Amendment One

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2019.05.08 – 064**

Resolution Re: Asbestos Abatement State of NH Bid Amendment One

RESOLUTION BACKGROUND MATERIAL:

The City has completed the work on renovating the first and second floors of City Hall. The asbestos needed to be removed from these floors in order to lay new carpeting and the City obtained a proposal from Envirovantage Inc in the amount of \$79,750.00 which is State of NH contract pricing.

Work was completed and additional costs are due to uncovering additional tile upon removal of the older carpet, and walls during the Council Chamber renovations. Areas, such as the storage area adjacent to the stage in the auditorium, first floor vaults and associated storage that did not appear to contain asbestos were included, upon review. Moreover, some of the areas required repairs to the concrete floor underneath the carpeting and asbestos tile, which had not been anticipated. City Hall is 80 years old, and the concrete floor had not been exposed in that time, and cracks between the ground and first floor and the first and second floors were discovered and needed to be filled, so that the asbestos removal chemicals did not seep through to levels below the floors being remediated. This required some night work to ensure the least amount of disruption to customers as the concrete repairs had to be coordinated above the City Clerk/Tax Collector areas. Staff wanted to minimize disruption due to noise, smell and the need to repair the cracks floor from below.

Bid Information:

State of NH Agreement # 8002298. The Purchasing Agent may, with approval by the City Manager, waive the bidding procedure when purchasing can be accomplished through the State of NH, or at State bid prices, other governmental agencies or cooperative buying group.

Award Information:

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

Purchasing Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.05.08 – 065**

Resolution Re: B18007 Re-adoption of Power Purchase Agreement for
Dover High School and Career Technical Center

- WHEREAS: A Sealed Request for proposal B18007 was issued and received for qualified firms to provide proposals for Solar Power Purchase Agreement for Dover High School and Career Technical Center on May 17, 2018 at 2:00 pm; and
- WHEREAS: A non-mandatory prebid site visit was conducted on April 16, 2018. Five firms replied and were evaluated. Interviews were conducted with four firms on May 31, 2018. The firm the evaluating committee deemed to be the most advantageous offer was submitted by ReVision Energy; and
- WHEREAS: The option selected is for a 912 kW DC/768 kW AC project which would increase the system size using the available roof space. The larger project is the recommended project, both by the interview committee, the Energy Commission voted on June 20th to endorse the project. The Joint Building Committee for Dover High School endorsed the project on June 26, 2018 and the School Board approved the project on July 9, 2018; and
- WHEREAS: After the City Council approved the Power Purchase Agreement via [R-2018.07.11-93](#), Revision worked with potential investors to fund the project. An investor Kenyon, has agreed to participate in the project, and has asked to define specific options for the City's ability to buy out the remainder of the term of the agreement.

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

The city manager is authorized to negotiate and execute a long-term (PPA) Power Purchase Agreement with ReVision Energy LLC that contains a fiscal funding escape clause thereby resulting in an agreement that is deemed not be long-term borrowing in accordance with RSA Chapter 33 (NH Municipal Finance Act); and the PPA provisions allow for the City to retain the tax-exempt status of the City bonds issued to finance the construction of the new high school and career technical center, consistent with the documents attached herein.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal
Form and Compliance: City Attorney

Recorded by: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.05.08 – 065**
Resolution Re: B18007 Re-adoption of Power Purchase Agreement for
Dover High School and Career Technical Center

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.05.08 – 065**
Resolution Re: B18007 Re-adoption of Power Purchase Agreement for
Dover High School and Career Technical Center

RESOLUTION BACKGROUND MATERIAL:

The City released a request for proposals, RFP (B18007), and received five qualified responses. Four of those respondents were selected for interviews. Based on experience, price, and other merits of their proposal, the selection committee recommended that the City work with ReVision Energy as its preferred vendor.

ReVision's response to the RFP included two system options for the project. First is a 402 kW DC/334 kW AC project, sized for full utilization of solar output on site, per the requests of the RFP. The second option is for a 912 kW DC/768 kW AC project which would increase the system size using the available roof space. The larger project is the recommended project, both by the interview committee, the Energy Commission voted on June 20, 2018 to endorse the project. The Joint Building Committee for Dover High School endorsed the project on June 26, 2018 and the School Board approved the project on July 9, 2018.

The City of Dover would enter into a Power Purchase Agreement (PPA) where Dover would agree to purchase all electrical output from the system owned by ReVision or its assignee. The project is expected to export approximately 60% of annual generation to the grid, was proposed at \$0.088/kWh. There is a 2% annual escalator for the life of the agreement. Previously the resolution presented noted that after year 5 the City has the opportunity, but not the obligation to buyout the remaining value of the project costs, and terminate the PPA. Based upon the new investor, Kenyon, the PPA would reflect the following: 1) A single option at Y10; 2) Additional options in year 15, 17, 19, 21, 23, 25 (every other year), and, if the parties agree to an additional term, year 30.

If done, the City would own and operate the equipment. Until that point, ReVision, or its assignee would own, operate and maintain the equipment. The bank financing is in place through year 15, and it will only allow one purchase option after expiration of the 5-year ITC tax recapture period.

In addition to the solar panels, ReVision has proposed to work with the Career Technical Center to enhance existing electrician education curriculum for students and provide increased awareness and opportunity for training within the electric trades regarding installation and maintenance of solar infrastructure. Finally, a monitoring feed will be made available in the town square and via a web feed so the community can monitor kW loading.

A corporate overview about Kenyon is provided for review. ReVision will still be the point of contact for the City and is still the entity the City is contractually linked with.

Bid Information:

A Sealed Request for proposal B18007 was issued and received for qualified firms to provide proposals for Solar Power Purchase Agreement for Dover High School and Technical Center on May 17, 2018 at 2:00 pm.

Award Information:

A Power Purchasing Agreement will be issued to the vendor selected as outlined in this resolution.

[Bid Documents and Vendor List](#)

Kenyon Energy, Bay4 Energy Services & Sun Financial



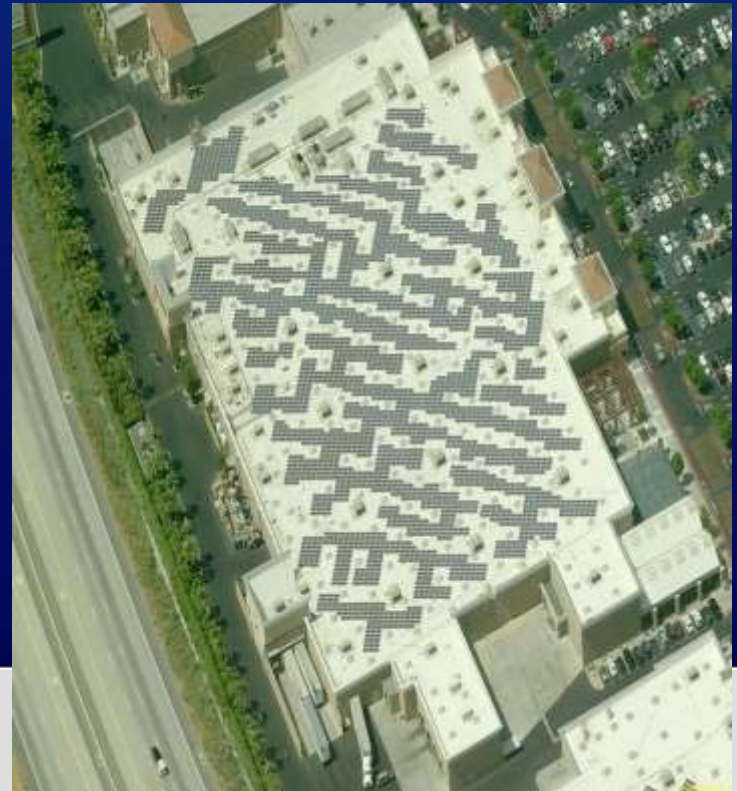
April, 2019

Naval Air Station Key West



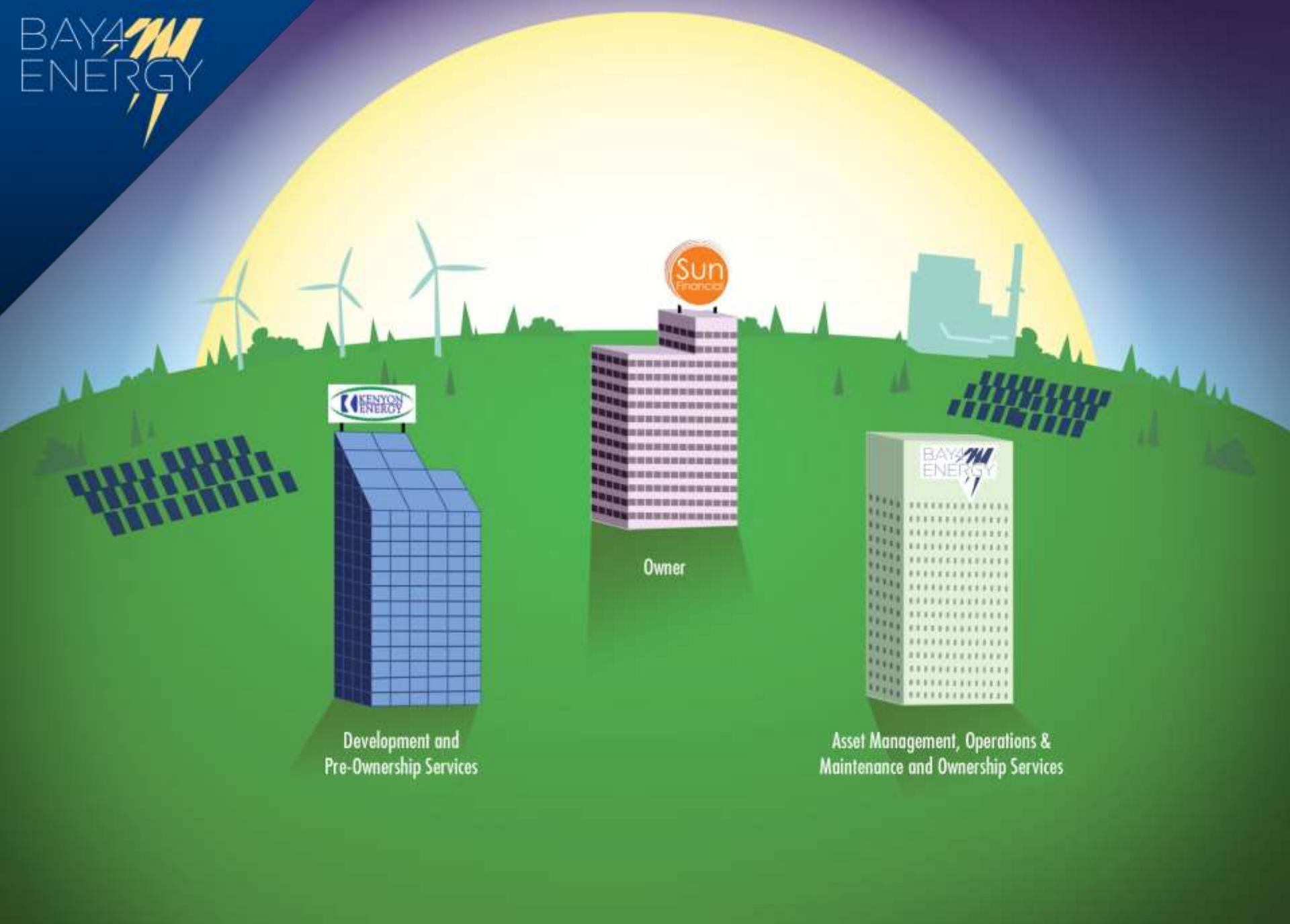
9 sites, 432 kW/ Key West, Florida

Wal-Mart Stores, Inc.



22 facilities totaling 10.722 MW
4/29/2019

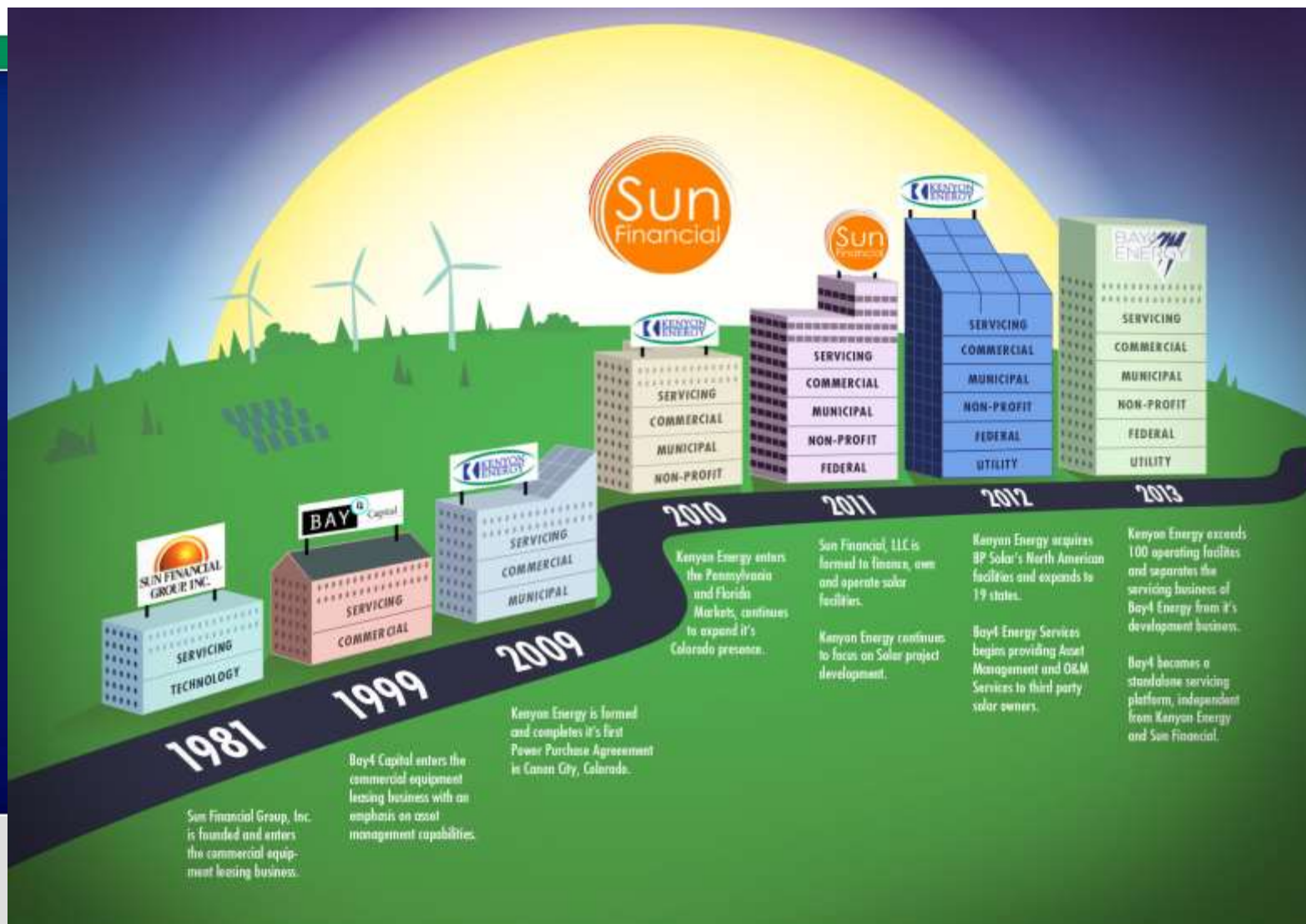
Proprietary & Confidential



Darden Restaurants



1,100 kW / Orlando, FL



SAFT Lithium-Ion Battery Manufacturing Plant



1,019.9 kW / Jacksonville, FL

4/29/2019

Proprietary & Confidential



Team Experience in Renewable Energy

- Team has worked together for 25+ years
- Team is represented by subject matter experts in finance, accounting, tax, legal, regulatory, SREC, software and operations & maintenance
- Well established relationships across both the financial services and renewable energy industries in all areas, including development, O&M and financing/investment
- Active interfaces built with major data acquisition system providers
- Solar engineering and battery storage experts added in January 2015 with acquisition of Solon Technical Services

Long Island Solar Farm, LLC



37.7 MW / Long Island, NY

4/29/2019

Proprietary & Confidential



Summary Information

- Sun Financial owns and operates more than 55 Solar Projects totaling over 100 MW at more than 125 sites
- Kenyon Energy has developed over 70 solar projects totaling over 150 MW at more than 150 sites
- Bay4 Energy Services is currently operating more than 500 MWs at more than 400 sites
- Projects owned, operating and developed in >20 different states (Bay4 operating in all states except AK and SD)



- Energy Project Contracts
- Other Project Documents
- Performance Incentives
- File Organization
- Contract Compliance



Contract Management



- Project Accounting
- Financial Statement / General Ledger Support
- Cash Management / Billing
- Federal, State & Local Tax
- Sales / Use / Energy Invoice Taxes



Accounting & Tax Preparation and Reporting

- Cloud Technology
- Customer / Role Based Access
- Security
- Records Management
- Integrated Back Office Solutions



Information Access



Operations & Maintenance Management

- Facility Monitoring
- Event Tracking and Management
- Warranty Administration
- Preventative & Corrective Maintenance
- Expense Tracking
- O&M Supervision



- Asset Tracking & Reporting
- Change/Swap History
- Production (Actual vs. Expected)
- Key Performance Indicators
- Regulatory Compliance



Asset/Portfolio Management



Kenyon Energy Presence

Owned and operating

AZ	CA	CO	CT	HI	IN	MA	ME
MN	NJ	NM	NY	PA	VT		

Developed

DE	FL	GA	KS	MD	MO	OH	OR
SC	TX						

Targeted / In Process

IL	NC	NH
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Colorado State University at Pueblo



1.193 MW / Pueblo, CO

4/29/2019

Proprietary & Confidential

13



Kenyon Energy Operating Projects

Select Kenyon Energy Customers

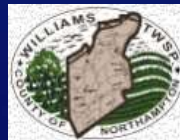
Federal/Non-Profit



Commercial



Municipal



Education



Utility



4/29/2019

Proprietary & Confidential

Federal Express



2.97 MW / NJ and CA

4/29/2019

Proprietary & Confidential

Cities of Portland and South Portland, ME



985.60 kW & 1,015.68 kW



KE Utility Interconnections/Relationships

Select Kenyon Energy Utility Interconnections/Relationships

Utilities



Nazareth Area Intermediate School



602 kW/ Nazareth, Pennsylvania



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2019.05.08 – 066**

Resolution Re: Payment in Lieu of Property Tax Agreement Between the City of Dover and ReVision Impact Fund 2, LLC

WHEREAS: ReVision Impact Fund 2, LLC (“Owner”) is a New Hampshire Limited Liability Company and entered into a solar Power Purchase Agreement (“PPA”) with the City of Dover for the installation of a solar renewable generation facility on the roof of the Dover Indoor Pool and New Hampshire Children’s Museum (the “Facility”) and the purchase and sale of solar generated electric energy from the solar panel system interconnected to the Facility.

WHEREAS: RSA 72:74 provides that the owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, after a duly noticed public hearing, enter into a voluntary agreement to make a payment in lieu of taxes (“PILOT”); and

WHEREAS: The City of Dover recognizes that the solar renewable generation Facility is eligible for a PILOT Agreement pursuant to RSA 72:24; and

WHEREAS: The City of Dover desires to enter into and shall require an annual PILOT from Owner to the City of Dover pursuant to RSA 72:74.

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

In accordance with RSA 72:74, the attached Payment in Lieu of Property Tax Agreement between the City of Dover and ReVision Impact Fund 2, LLC is hereby authorized.

AND, FURTHER BE IT RESOLVED;

That the City Manager is designated as the agent of the City to enter into and sign this Agreement.

REFERRED TO A PUBLIC HEARING ON MAY 22, 2019.

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by: Karen Weston, Mayor
By Request

Approved as to Legal
Form and Compliance:

Legal Division

Recorded by:

Karen Lavertu
City Clerk

Document Created by: Legal
Document Posted on: May 3, 2019

R-2019.05.08_ Payment in Lieu of Property Tax
Agreement Between the City of Dover and ReVision
Impact Fund 2, LLC

Page 1 of 2



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2019.05.08 – 066**
Resolution Re: Payment in Lieu of Property Tax Agreement Between the City of Dover and ReVision Impact Fund 2, LLC

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 John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

In accordance with RSA 72:74 *Persons and Property Liable to Taxation*, the governing body of a municipality may, after a duly noticed public hearing, approve a voluntary Payment in Lieu of Property Tax Agreement. The City of Dover and ReVision Impact Fund 2 are parties to a Solar Power Purchase Agreement regarding the installation of solar panels on the roof of the Dover Indoor Pool and the New Hampshire Children's Museum. A copy of the proposed PILOT Agreement is attached to this resolution.

The Agreement provides that SSA Solar of NH, LLC will make an annual payment equivalent to the assessed value of the acreage of roof space being utilized for the Facility times the City portion of the annual tax rate.

The acreage of roof space being utilized for the Facility (11,500 sf/0.264 acres) is assessed at a value of \$163,200.00. The estimated payment in lieu of property tax would be \$1,625.47, which is based on the City portion of the tax rate of \$9.96. (\$163,200/\$1,000 x \$9.96). This amount shall be subject to a 2% annual escalator each year this Agreement is in effect.

**PAYMENT IN LIEU OF PROPERTY TAX AGREEMENT BETWEEN
THE CITY OF DOVER AND ReVISION IMPACT FUND 2, LLC**

This Agreement is made as of this _____ day of _____, 2019, pursuant to NH RSA 72:74 by and between ReVision Impact Fund 2, LLC, a New Hampshire Limited Liability Company, 91 W. Main Street, Liberty, Maine 04949 (“Owner”), and the City of Dover, a municipal corporation established under the laws of the State of New Hampshire, having a place of business at 288 Central Avenue, Dover, New Hampshire 03820.

RECITALS

- A. Owner entered into a Solar Power Purchase Agreement (“PPA”) with the City of Dover, 288 Central Avenue, Dover, New Hampshire, 03820.
- B. The PPA is for the installation of a solar renewable generation facility on the roof of the Dover Indoor Pool and New Hampshire Children’s Museum (the “Facility”) and the purchase and sale of solar generated electric energy from the solar panel system described in the PPA (the “System”), interconnected to the Facility.
- C. RSA 72:74 provides that the owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, after a duly noticed public hearing, enter into a voluntary agreement to make a payment in lieu of taxes (“PILOT”).
- D. The City of Dover recognizes that the solar renewable generation facility that is the subject of the PPA is eligible for a PILOT pursuant to RSA 72:24.
- E. Owner and the City of Dover desire to enter into a PILOT agreement, which shall require an annual PILOT from Owner to the City of Dover pursuant to RSA 72:74.

WHEREFORE, based upon the mutual covenants and promises contained herein, and for other good and valuable consideration which the parties acknowledge, Owner and the City of Dover agree as follows:

1. *Payment in Lieu of Taxes ("PILOT").*
 - (a) Pursuant to RSA 72:74, Owner shall pay to the City of Dover, in lieu of any taxes owed pursuant to RSA 72:23, an amount based on the assessed value (\$163,200.00) of the acreage of roof space being utilized for the Facility (11,500 sf / 0.264 acres) multiplied by the municipal portion of the current tax rate (\$9.96). This amount (\$1,625.47 in FY 2019) shall be subject to a 2% annual escalator each year this Agreement is in effect. The payment shall be due from the Owner to the City of Dover on or before December 1st of each year of this Agreement, pursuant to an invoice issued by the City of Dover to the Owner.
 - (b) If the method of calculating the City of Dover's tax under RSA 72 is changed, the parties agree to enter into good faith negotiations to amend this Agreement; provided, however, that the total payment due shall not exceed the amount that would have been due under this Agreement prior to the Amendment.
2. *Term and Termination.* This PILOT Agreement is intended to be conterminous with the PPA and, pursuant to RSA 72:74, VII, shall have a term of 25 years. This PILOT Agreement terminates upon the Dover School District's ownership of the System, or the termination of the PPA. However, if Owner owns the System as of April 1st of any given year, the amount(s) due pursuant to section 1(a) herein shall be due and payable for that tax year.
3. *Binding Effect.* This Agreement constitutes the binding agreement of the City of Dover and Owner and their respective successors and assigns. This Agreement cannot be modified except by an instrument in writing agreed to by the parties.

4. *Representation of Authority.*

(a) Owner represents and warrants that this Agreement is binding upon execution of this Agreement by its duly authorized member.

(b) The City of Dover represents and warrants that this Agreement is binding upon execution by the City Manager of the City after authorizing vote of the Dover City Council, following the duly noticed required public hearing.

5. *Applicable Law.* This Agreement shall be construed and interpreted in accordance with the laws of the State of New Hampshire. The parties consent to the jurisdiction of the New Hampshire Board of Tax & Land Appeals and/or Strafford County Superior Court to resolve any dispute hereunder.

6. *Entire Agreement.* This Agreement constitutes the entire agreement of the City of Dover and Owner with regard to a payment in lieu of taxes regarding the System installed on the Facility.

7. *Notice:* All notices, consents, requests, or other communications provided for or permitted to be given hereunder by a party must be in writing and will be deemed to have been properly given or served upon the personal delivery thereof, via courier delivery service, by hand, or by certified mail, return receipt requested. Such notices shall be addressed or delivered to the parties at their respective addresses shown below.

If to Owner: ReVision Impact Fund 2, LLC
 Attn: _____
 91 W. Main Street
 Liberty, ME 04949

If to the City of Dover: City of Dover
 Attn: City Manager
 288 Central Avenue
 Dover, NH 03820

Any such addresses for the giving of notices may be changed by either party by giving written notice as provided above to the other party.

Authorization for the City Manager to enter into this Agreement was given by the Dover City Council on _____, 2019.

WITNESS WHEREOF, the parties have executed this Agreement as of the day and date first above written.

CITY OF DOVER

Witness

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

STATE OF NEW HAMPSHIRE
Strafford, ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 by J. Michael Joyal, Jr., City Manager for the City of Dover, New Hampshire, on behalf of the City.

Notary Public
My Commission Expires:

ReVISION IMPACT FUND 2, LLC

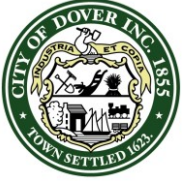
Witness

By: _____
Print:
Duly Authorized

STATE OF
_____, ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 by _____, a duly authorized manager of ReVision Impact Fund 2, LLC, a New Hampshire Limited Liability Company, on behalf of the LLC.

Notary Public
My Commission Expires:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R – 2019.05.08 – 067**

Resolution Re: Payment in Lieu of Property Tax Agreement Between the City of Dover and SSA Solar of NH, LLC

WHEREAS: SSA Solar of NH, LLC (“Owner”) is a New Hampshire Limited Liability Company and entered into a solar Power Purchase Agreement (“PPA”) with the Dover School District for the installation of a solar renewable generation facility on the roof of the Dover High School (the “Facility”) and the purchase and sale of solar generated electric energy from the solar panel system interconnected to the Facility.

WHEREAS: RSA 72:74 provides that the owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, after a duly noticed public hearing, enter into a voluntary agreement to make a payment in lieu of taxes (“PILOT”); and

WHEREAS: The City of Dover recognizes that the solar renewable generation Facility is eligible for a PILOT agreement pursuant to RSA 72:24; and

WHEREAS: The City of Dover desires to enter into and shall require an annual PILOT from Owner to the City of Dover pursuant to RSA 72:74.

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

In accordance with RSA 72:74, the attached Payment in Lieu of Property Tax Agreement between the City of Dover and SSA Solar of NH, LLC is hereby authorized.

AND, FURTHER BE IT RESOLVED;

That the City Manager is designated as the agent of the City to enter into and sign this Agreement.

REFERRED TO A PUBLIC HEARING ON MAY 22, 2019

AUTHORIZATION

Approved as to Funding:

Daniel R. Lynch
Finance Director

Sponsored by: Karen Weston, Mayor
By Request

Approved as to Legal
Form and Compliance:

Legal Division

Recorded by:

Karen Lavertu
City Clerk



Agenda Item#: 13.B.3.

Resolution Number: **R – 2019.05.08 – 067**
Resolution Re: Payment in Lieu of Property Tax Agreement Between the
City of Dover and SSA Solar of NH, LLC

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

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Marcia Gasses, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Sarah Greenshields, At Large		
Total Votes:		
Resolution does does not pass.		

In accordance with RSA 72:14 *Persons and Property Liable to Taxation*, the governing body of a municipality may, after a duly noticed public hearing, approve a voluntary Payment in Lieu of Property Tax Agreement. The Dover School District and SSA Solar of NH, LLC are parties to a Solar Power Purchase Agreement regarding the installation of solar panels on the new Dover High School. A copy of the proposed PILOT Agreement is attached to this resolution.

The Agreement provides that SSA Solar of NH, LLC will make an annual payment equivalent to the assessed value of the acreage of roof space being utilized for the Facility times the City portion of the annual tax rate.

The acreage of roof space being utilized for the Facility (51,474 sf/1.18 acres) is assessed at a value of \$212,702.00. The estimated payment in lieu of property tax would be \$2,119.00, which is based on the City portion of the tax rate of \$9.96. ($\$212,702/\$1,000 \times \9.96). This amount shall be subject to a 2% annual escalator each year this Agreement is in effect.

**PAYMENT IN LIEU OF PROPERTY TAX AGREEMENT BETWEEN
THE CITY OF DOVER AND SSA SOLAR OF NH, LLC**

This Agreement is made as of this _____ day of _____, 2019, pursuant to NH RSA 72:74 by and between SSA Solar of NH, LLC a New Hampshire Limited Liability Company, c/o Sun Financial, LLC, 311 North Bayshore Drive, Safety Harbor, FL 34695 (“Owner”), and the City of Dover, a municipal corporation established under the laws of the State of New Hampshire, having a place of business at 288 Central Avenue, Dover, New Hampshire 03820.

RECITALS

- A. Owner entered into a Solar Power Purchase Agreement (“PPA”) with the Dover School District, 61 Locust Street, Suite 409, Dover, New Hampshire.
- B. The PPA is for the installation of a solar renewable generation facility on the roof of the Dover High School (the “Facility”) and the purchase and sale of solar generated electric energy from the solar panel system described in the PPA (the “System”), interconnected to the Facility.
- C. RSA 72:74 provides that the owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, after a duly noticed public hearing, enter into a voluntary agreement to make a payment in lieu of taxes (“PILOT”).
- D. The City of Dover recognizes that the solar renewable generation facility that is the subject of the PPA is eligible for a PILOT pursuant to RSA 72:24.
- E. Owner and the City of Dover desire to enter into a PILOT agreement, which shall require an annual PILOT from Owner to the City of Dover pursuant to RSA 72:74.

WHEREFORE, based upon the mutual covenants and promises contained herein, and for other good and valuable consideration which the parties acknowledge, Owner and the City of Dover agree as follows:

1. *Payment in Lieu of Taxes ("PILOT").*
 - (a) Pursuant to RSA 72:74, Owner shall pay to the City of Dover, in lieu of any taxes owed pursuant to RSA 72:23, an amount based on the assessed value (\$212,702.00) of the acreage of roof space being utilized for the Facility (51,474 sf / 1.18 acres) multiplied by the municipal portion of the current tax rate (\$9.96). This amount (\$2,119.00 in FY 2019) shall be subject to a 2% annual escalator each year this Agreement is in effect. The payment shall be due from the Owner to the City of Dover on or before December 1st of each year of this Agreement, pursuant to an invoice issued by the City of Dover to the Owner.
 - (b) If the method of calculating the City of Dover's tax under RSA 72 is changed, the parties agree to enter into good faith negotiations to amend this Agreement; provided, however, that the total payment due shall not exceed the amount that would have been due under this Agreement prior to the Amendment.
2. *Term and Termination.* This PILOT Agreement is intended to be conterminous with the PPA and, pursuant to RSA 72:74, VII, shall have a term of 25 years. This PILOT Agreement terminates upon the Dover School District's ownership of the System, or the termination of the PPA. However, if Owner owns the System as of April 1st of any given year, the amount(s) due pursuant to section 1(a) herein shall be due and payable for that tax year.
3. *Binding Effect.* This Agreement constitutes the binding agreement of the City of Dover and Owner and their respective successors and assigns. This Agreement cannot be modified except by an instrument in writing agreed to by the parties.

4. *Representation of Authority.*

(a) Owner represents and warrants that this Agreement is binding upon execution of this Agreement by its duly authorized member.

(b) The City of Dover represents and warrants that this Agreement is binding upon execution by the City Manager of the City after authorizing vote of the Dover City Council, following the duly noticed required public hearing.

5. *Applicable Law.* This Agreement shall be construed and interpreted in accordance with the laws of the State of New Hampshire. The parties consent to the jurisdiction of the New Hampshire Board of Tax & Land Appeals and/or Strafford County Superior Court to resolve any dispute hereunder.

6. *Entire Agreement.* This Agreement constitutes the entire agreement of the City of Dover and Owner with regard to a payment in lieu of taxes regarding the System installed on the Facility.

7. *Notice:* All notices, consents, requests, or other communications provided for or permitted to be given hereunder by a party must be in writing and will be deemed to have been properly given or served upon the personal delivery thereof, via courier delivery service, by hand, or by certified mail, return receipt requested. Such notices shall be addressed or delivered to the parties at their respective addresses shown below.

If to Owner: SSA Solar of NH, LLC
 c/o Sun Financial, LLC
 Attn: Clay Biddinger, Manager
 311 North Bayshore Drive
 Safety Harbor, FL 34695

If to the City of Dover: City of Dover
 Attn: City Manager
 288 Central Avenue
 Dover, NH 03820

Any such addresses for the giving of notices may be changed by either party by giving written notice as provided above to the other party.

Authorization for the City Manager to enter into this Agreement was given by the Dover City Council on _____, 2019.

WITNESS WHEREOF, the parties have executed this Agreement as of the day and date first above written.

CITY OF DOVER

Witness

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

STATE OF NEW HAMPSHIRE
Strafford, ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 by J. Michael Joyal, Jr., City Manager for the City of Dover, New Hampshire, on behalf of the City.

Notary Public
My Commission Expires:

SSA SOLAR OF NH, LLC

Witness

By: _____
Print:
Duly Authorized

STATE OF _____, ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 by _____, a duly authorized manager of SSA Solar of NH, LLC, a New Hampshire Limited Liability Company, on behalf of the LLC.

Notary Public
My Commission Expires:

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2019.05.08 – 009 Ordinance Title: Vehicles and Traffic Chapter: 166 Section: 41. Time Limits 59. Schedule L: Parking Meter Zones 21. Resident Parking Permit
---	---

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 166 Sections, 41, 59.Schedule L and 21 related to parking limits and spaces.

2. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 41. Time Limits as follows:

166-41. Time Limits. [Added on 04-22-2015 by Ord. No. 2015.04.22-011; Amended on 12-26-2016 by Ord. No. 2016.10.12-013]

No Person shall park a Vehicle in a Metered On-Street Parking Space or in a surface parking space in the Orchard Street or Belknap parking lots in excess of three (3) consecutive hours. This section shall not apply to Metered On-Street Parking Spaces on the following Public Highways:

Henry Law Avenue
River Street

3. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 59. Schedule L: Parking Meter Zones as follows:

166-59. SCHEDULE L: Parking Meter Zones. [Added on 04-22-2015 by Ord. No. 2015.04.22-012; Amended on 11.14.2018 by Ord. No. 2018.10.24-011]

METERED PARKING GARAGE	LOCATION
Orchard Street Parking Garage [Amended on 12-26-2016 by Ord. No. 2016.10.12-013]	<u>Parking spaces on levels 1 & 2</u> All public parking areas within the parking structure which is south of Orchard Street, between Chestnut Street and Central Avenue, not including the three (3) posted Police Station visitor spaces on the first floor of the parking garage unless otherwise posted



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2019.05.08 – 009**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **41. Time Limits**
59. Schedule L: Parking Meter Zones
21. Resident Parking Permit

METERED ON-STREET PARKING SPACES	LOCATION
Broadway [Added on 12-26-2016 by Ord. No. 2016.10.12-013]	Southerly side from the intersection with Central Avenue easterly to the driveway between 3 and 7 Broadway intersection of <u>St. John Street.</u>
River Street	Easterly side, from the intersection with Henry Law Avenue northerly to the intersection with Washington Street
<u>St. John Street</u>	<u>Westerly side from the intersection of Broadway southerly to the intersection with Chapel Street.</u>

4. AMENDMENT

Chapter 166 entitled “Vehicles and Traffic” is hereby amended by revising Section 166.21. Resident Parking Permit as follows:

166-21. Resident Parking Permit. [Added on 04-27-83 by Ord. No. 10-83; Repealed on 08.13.2008 by Ord. No. 2008.07.23-6; Added on 04-15-2015 by Ord. No. 2015.03.25-010; Amended on 12-09-2015 by Ord. No. 2015.10.28-023; Amended on 05-25-2016 by Ord. No. 2016.05.11-007; Amended on 12-26-2016 by Ord. No. 2016.10.12-013; Amended on 10-11-2017 by Ord. No. 2017.09.27-007; Amended on 08-22-2018 by Ord. No. 2018.08.08-008; Amended on 10-10-2018 by Ord. No. 2018.09.26-010]

Authorized residential parking areas include designated spaces in the Metered Parking Garage and City controlled parking lots that are not leased or deeded to a third party excluding the Orchard Street Parking Lot. In addition, the following streets qualify for residential permit parking: First Street (northerly side spaces not subject to third party license), Second Street (both sides, from the driveway 20 and 22 Second Street westerly to Chestnut Street), Main Street, St. John Street and School Street (angled parking spaces only).

5. TAKES EFFECT

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2019.05.08 – 009**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **41. Time Limits**
59. Schedule L: Parking Meter Zones
21. Resident Parking Permit

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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

Approved as to Legal Form and Compliance: Legal Division

Recorded by: Susan Mistretta
City Clerk

DOCUMENT HISTORY:

First Reading Date: May 8, 2019	Public Hearing Date: May 22, 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 - ORDINANCE

Agenda Item#: 13.C.1.

Ordinance Number: **O – 2019.05.08 – 009**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **41. Time Limits**
59. Schedule L: Parking Meter Zones
21. Resident Parking Permit

ORDINANCE BACKGROUND MATERIAL:

Re: 166-41. Time Limits.

- At their April meeting, the Parking Commission voted to establish a 3-hr time limit in the Belknap parking lot (between Sonny's and Complete Labor). Several months ago, parking permits were eliminated from the Belknap lot in an effort to keep the spaces open for customers of local businesses. Unfortunately, more than half the spaces are tied up for long periods of time by employees of the adjacent buildings since there is no time limit in the lot. There is a nearby option of the parking garage for all-day parking. A letter about the Parking Commission meeting on the proposed change was sent to the businesses at 90 Washington Street, Complete Labor and LaFesta.

Re: 166-59. Schedule L: Parking Meter Zones.

- At their April meeting, the Parking Commission voted to recommend that the top three floors (175 spaces) of the parking garage be designated as Permit Parking Only, leaving the bottom two floors and the Orchard Street parking lot surface spaces (170 spaces) for non-permit use. Currently the garage is a shared space system, except between the hours of 2 am and 6 am, when floor 2, 3, 4 & 5 are limited to permit holder vehicles only. The shared parking space program will no longer work when the Orpheum Apartments start to acquire 70 permits, especially during the winter months.

Re: 166-21. Resident Parking Permit.

- In anticipation of the opening of the Mechanic Street development and the growing need for customer parking in the area, a 2-hr limit on St. John Street had been enacted at the request of the Parking Commission and authorized by the Chief of Police under City Ordinance 166-3 for a seven month evaluation period. The 2-hr limit did not meet the varied needs of the users. At their April meeting, the Parking Commission voted to include St. John Street and the section of Broadway between the metered parking area near the Central Fire Station and St. John Street be included in the metered parking program. A letter about the Parking Commission meeting on the proposed change was sent to the abutting property owners. The Mechanic Street development is expected to open in late June. This includes allowing qualified Resident Permits to be issued on St. John Street