



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, August 28, 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. AMENDMENT OF FISCAL YEAR 2020 FEE SCHEDULE TO AMEND PARKING METER FEE STRUCTURE BELKNAP STREET LOT AND ORCHARD STREET LOT (REQUIRED A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
SPONSORED BY MAYOR WESTON BY REQUEST

8. CITIZEN'S FORUM

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

9. CITY MANAGER'S REPORT

10. APPROVAL OF MINUTES

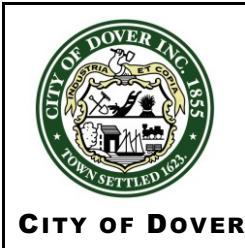
- A. August 14, 2019 – Regular Meeting**
B. August 14, 2019 – Workshop Session

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

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

- 1. AMENDMENT OF FISCAL YEAR 2020 FEE SCHEDULE TO AMEND PARKING METER FEE STRUCTURE BELKNAP STREET LOT AND ORCHARD STREET LOT (REQUIRED A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**
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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BLOCK PARTY – Seacoast Microbrew Festival**
2. **RAFFLE – Annunciation Greek Orthodox Church**
3. **ROAD RACE – Dover High Unified – “Yes, I Can 5k”**
4. **ROAD RACE – Garrison School PTA – “Dover Turkey Trot 5k”**
5. **ROAD TOLL – IAFF – Local 1312, NH MDA**

6. **B20008 FENCE AT GUPPEY PARK SOFTBALL FIELD**
SPONSORED BY MAYOR WESTON BY REQUEST

7. **PHASE II INFILTRATION AND INFLOW STUDY WRIGHT PIERCE AMENDMENT FOUR, FIVE AND SIX**
SPONSORED BY MAYOR WESTON BY REQUEST

8. **APPROVAL OF AGREEMENT BETWEEN CITY OF DOVER AND DOVER YOUTH HOCKEY ASSOCIATION**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

B. RESOLUTIONS

C. ORDINANCES IN 1ST READING

1. **CHAPTER 170 – ZONING**
(TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 11, 2019)
SPONSORED BY COUNCILOR CIOTTI

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14. COUNCIL CORRESPONDENCE

A. LETTER FROM XFINITY DATED AUGUST 16, 2019.

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY MANAGER'S REPORT



Officer Brown & K9 Barco

August 28, 2019

Reporting on: July 2019

J. Michael Joyal, Jr.

City Manager

Report Highlights

Section 1: Customer Focused Outcomes

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

Section 2: Product & Process Outcomes

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

Section 3: Leadership & Governance Outcomes

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

Section 4: Financial & Benchmark Outcomes

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

Section 5: Workforce-Focused Outcomes

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

COMMON ABBREVIATIONS

ACO	Animal Control Officer	POP	Problem Oriented Policing
CREU	Community Response & Enforcement Unit	SIB	Special Investigations Bureau
DPL	Dover Public Library	SCRTOU	Strafford County Regional Tactical Operations Unit
F&G	Facilities & Grounds	Y2Y	Youth to Youth
HSRO	High School Resource Officer		
MSRO	Middle School Resource Officer		
WFRO	Whittier Falls Resource Officer		

City of Dover's Municipal Leadership Team



Michael Joyal
City Manager



Gary Bannon
Recreation Director



Daniel Barufaldi
Economic
Development
Director



Cathleen Beaudoin
Public Library
Director



Joshua Wyatt
City Attorney



William Breault
Police Chief



Susan Daudelin
Human Resources
Director



Annie Dove
Information
Technology
Director



Paul Haas
Fire & Rescue
Chief



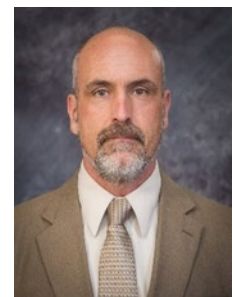
Daniel Lynch
Finance Director



Lena Nichols
Public Welfare
Director



Christopher Parker
Assistant City
Manager-Planning
Director



John Storer
Community
Services Director

1. Customer Focused Outcomes

“ENSURE OVERALL MUNICIPAL SERVICE DELIVERY REMAINS RESPONSIVE TO NEEDS OF COMMUNITY AND THAT RESPONSE TIME TO CITIZEN CONCERNS IS REASONABLE.”

Animal Control – July

Total animal calls for service:	86
Handled by Officers/Dispatch:	64
Handled by Animal Control Officer:	22

Breakdown of Animal Calls:

Founds Animals: 13

Loose Animals: 16

Animal Bites: 07

Welfare Checks: 31

Struck Animals: 02

Misc/Other: 17

July library circulation totaled 27,140 items. Included in this figure: 12,992 adult + 9,936 childrens print items; plus 4,212 items downloaded including 2,839 audiobooks & eBooks, 1,239 Hoopla streaming music, movies, and books, and 134 eMagazines.

173 new library patrons registered in July; total active cardholders is 14,559. 17 of these new patrons were non-resident Dover workers or students, which now has 733 in that category.

Library museum passes were borrowed 127 times in July.

2,466 people attended, or registered for, 85 free programs at the library during July, including (a record!) 1,035 Summer Reading Program participants.

The library executed 27 U.S. passports in July.

The circulation desks filled 1,590 patron hold requests.

51 new patrons registered for downloadable audiobooks/ eBooks (total = 4,845) and 37 registered for Hoopla (total = 1,317).

Internet and PC uses by the public totaled 1,635 on library workstations, plus another 4,930 via Wi-Fi, plus 29 Chromebook loans.

192 meetings & tutoring sessions were hosted in the librarys Lecture Hall, Trustees Room, & Learning Center.

18,186 people visited the library during July, an average of 727 per day during the library's 25 open days.

The library's 3D printer fulfilled 29 customer requests for printed objects.

In July, the library was officially recognized as a City Cooling Center, thanks to the newly installed air conditioning.

Six portable panic alarms for library staff were installed by Burns Security at the end of July.

There were 295 support requests for the Information Technology Division in July. The highest number of requests came from the Police Department.

DISPATCH COMMUNICATIONS

RADIO TRANSMISSIONS

14,986

PHONE CALLS

8,127

911 CALLS RECEIVED

413

LOBBY CUSTOMERS

306

POLICE ALARMS RECEIVED

77

POLICE ALARMS CANCELLED PRIOR TO ARRIVAL

22

FIRE & MEDICAL ALARMS

76

OTHER ALARMS

4

In July 2019, a SIU investigation ended with the arrest of a Dover man on two felony level charges of failing to register as a sex offender.

In July 2019, SIU detectives and Crime Scene Unit members, working closely with patrol officers, investigated two burglaries in downtown Dover. The investigation led to the arrest of a Dover man on two felony counts of burglary.

Also in July 2019, SIU detectives and Crime Scene Unit members investigated after receiving a report that a sixteen year old girl had been assaulted. As a result of the investigation, a Dover man was arrested on a misdemeanor level sexual assault charge.

In addition, SIU detectives investigated two unattended deaths in July 2019. One appears to be a suicide and one a drug overdose.

SIU detectives continue to work on multiple investigations regarding previous overdose deaths that have occurred in Dover. These investigations seek to identify the individuals who provided illegal drugs to those who subsequently overdosed and died.

The Special Investigations Unit is responsible for doing background investigations for police department applicants. During July, four of these investigations were ongoing.

There were no letters generated by the Dover Police Department sent to licensed liquor establishments in Dover during the month of July. These letters are sent as a result of analysis of police reports involving overly intoxicated persons. When it is determined that an overly intoxicated person had been overserved, a letter is sent from the police department to the establishment. The letter,

along with the police report, is also sent to the NH Liquor Commission's Bureau of Enforcement.

In July, Sergeant Tarmey and Problem Oriented Policing Officer Collis spent several days patrolling the city on the department's mountain bikes. The majority of their efforts were focused on investigating complaints the city had received about garbage and debris left on city property. Several wooded campsites were identified and subsequently cleaned up with the help of workers from the city's Community Services Department. This will be an ongoing task for the CREU throughout the summer months and into the fall.

Officer Collis and Sgt. Tarmey spent several days patrolling the downtown area, community trail, and parks on the mountain bike. This allowed them to interact with numerous citizens while being able to better view certain problem areas. Officer Collis also patrolled Henry Law Park on the mountain bike for the Fourth of July celebration.

Also this month, Officer Collis continued to work with the Library staff to take calls directly about patrons causing issues or past tense suspicious activity concerns. Officer Collis also took calls directly from local property owners who shared similar concerns about suspicious activity.

Officer Collis also assisted patrol on several calls this month. This includes several vandalism cases by locating and contacting numerous business owners and obtaining damage estimates. Officer Collis also assisted SIU with a background investigation of a new applicant.

This month, Officer Collis made two arrests, one for criminal trespass and one on an outstanding warrant.

Officer Collis continued to monitor calls for service involving the homeless population. In the month of July, Dover Police Officers encountered 90 separate homeless individuals.

Mounted Patrol: June

61 public assists

22 parking assists

41 community action/homeless assists

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

During the month of July, the Mounted Unit again worked closely with Community Action to assist Dover's transient population. The number of unsheltered people seems to have increased in the city, as is typical in the warmer summer months. The gathering of these transient individuals became problematic in a several areas in the city. The transportation center

platform, the wooded area between the train lot and the Dollar Store parking lot, and Immigrants Park. The Mounted Unit contacted Community Services and requested the clearing of shrubs from the wooded area in between the train lot and Dollar Store lot. The Mounted Unit worked with CS facilities and grounds crew to ensure the safety from hazardous items such as needles. This area was opened up quickly allowing for better monitoring.

Maple Suites held a fundraiser for the Mounted Unit during the month of July. The residents held an ice cream social and the public was welcome to attend. The residents and supporters were able to raise over \$1,000 for the Mounted Patrol. This was the largest fundraiser to date held at Maple Suites.



Mounted Unit officers pose with residents from Maple Suites during the recent fundraiser held there.

The Mounted Unit was again invited to attend The Opening Day Ceremonies of the New England Regional Championship Baseball held at Beckwith Field. Players come from all over New England to play in this event. The horses are always well received.

The Parking Bureau continues to support the numerous projects going up around downtown to minimize any parking capacity loss while they are installing infrastructure for their buildings.

Parking meters were installed on St. John Street and on Broadway between the Central Fire Station and St. John Street to support the growing needs of downtown businesses.

The Parking Bureau is preparing for the upcoming changes to the metered parking program that includes adding Saturdays and going to 8 pm each night. A new Progressive Pricing Structure will also be going into effect this fall to encourage downtown employees and residents to use off-street and private options, thus leaving the on-street spaces open for customers.

Parking Manager Bill Simons will be working with the Economic Development Office and Media Services to create something similar to a Welcome Wagon packet for new businesses. The packet will explain the parking regulations and employee parking options will be included during employee orientation.

During the month of July, the Dover Police Department responded to 1,888 calls for service throughout the City. In addition, officers made a total of 743 traffic stops. Officers also initiated 167 non-enforcement related contacts with the community. The total number of incidents handled by the police department for July 2019 was 2,798.

POLICE RESPONSE TO CALLS BY PRIORITY: JULY

Priority 1: Immediate = 164 Responses

Crimes in progress; injury accidents; alarms

Priority 2: Rapid = 145 Responses

Crimes/incidents not in progress but require quick response to preserve evidence, locate witnesses or provide for public safety.

Priority 3: Timely = 729 Responses

Disturbances, noise violations, welfare checks, motor vehicle disturbances, minor collisions

Priority 4: As Officers are Available = 850 Responses

Non-criminal, crimes reported well after committed; message delivery; tow request, littering, fingerprints; assistance, abandoned vehicles

Priority 5: Motor Vehicle Stops = 910 Responses

Each month, Captain Gould reviews all of the Priority 1 calls received and determines which involved police emergencies. During the month of July 2019, the Dover Police Department responded to fourteen emergency incidents and arrived on scene in less than six minutes to 65% of those calls (14 calls, 5 in six minutes or more).

JULY INSPECTIONS & PERMITS:

Inspections - Life Safety	39	Inspections - Plumbing/Mechanical	126	Inspections - Woodstove/Fireplace	0
Inspections - Business	05	Inspections - Blasting	00	Permits Issued - Blasting	00
Inspections - Sprinkler/Alarm	143	Inspections - Health	90	Permits Issued - Building	64
Inspections - Building	136	Inspections - School / Daycare	19	Permits Issued - Certificate of Occupancy	18
Inspections - Electrical	121	Inspections - Oil Burner	00	TOTAL	761

Sgt. Speidel worked closely with Recreation Director Gary Bannon to coordinate traffic and crowd control logistics for Dover's Independence Day firework celebration on July 4. This included the advance posting of parking restrictions in the Henry Law Park area to accommodate food vendors, deployment of barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of security and traffic personnel, and coordinating with event organizers on other logistical matters.

On July 3, Dover officers participated in the Operation Safe Commute statewide coordinated enforcement initiative. This date was selected by the NH Office of Highway Safety. Extra traffic patrols were performed during evening commuting hours under a grant which provides federal funding to reimburse the agency's personnel costs. Targeted violations included moving violations, including speeding and those tending toward aggressive driving behavior or distracted driving. Targeted locations on that date were upper Sixth Street, Watson and Old Rochester Roads.

Dover Police performed a total of 26 personnel-hours of impaired driving enforcement patrols, funded with a grant from the NH Office of Highway Safety, during the month of July. The agency made a total of 4 DWI arrests in the month.

Sgt. Speidel arranged for in-service calibration and annual certification of all of the agency's speed measuring devices (radar and laser) on July 9. Radar certification is required by NH courts and is provided annually by a private

company which does on site repair and maintenance.

The agency speed monitoring and awareness radar trailer was deployed by the Traffic Bureau in various locations during the month of July. These included County Farm Road, Court Street (recently repaved), Sixth Street, Mast Road (for the Spruce Lane traffic detour), and Tolend Road.

The Traffic Bureau coordinated all traffic control particulars for the SIX03 Endurance Summerfest 5K/10K event on July 27. The event includes both a 10K and 5K course run simultaneously, with the 10K as part of the Dover Race Series. The Traffic Bureau handled the deployment of directional signs, barricades and cones to facilitate road closures and traffic diversions, scheduling and assignment of police personnel including members of the Rollinsford Police Department, and coordinating with event organizers on other logistical matters. This event was held at the Dover Ice Arena.

Sgt. Speidel worked with staff and volunteers from the Prescott Park Arts Festival who hosted the first annual summer taco festival on July 27 at Henry Law Park. This included event security and the advance posting of parking restrictions to allow for implementation of the event's block party permit.

Sgt. Speidel performed 12 child passenger seat inspections during the month of July. Each safety check takes approximately 30 to 60 minutes and involves a review of child restraint systems in the caregiver's vehicle, instruction on proper child seat installation procedures, and discussion of safety precautions specific to the

age group. Sgt. Speidel is a certified Child Passenger Safety technician through the Safe Kids Worldwide program, and the police department provides this service free of charge.

In addition to the events noted above, the Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or provided other traffic control resources for the Seacoast Grower's Association Farmer's Market at Henry Law, July 7, 14, 21, 28, the Florence Street neighborhood block party, July 13, and the Horne Street closure for water main repair, July 15 and 22

The K-9 Unit trains on a daily basis and attends formal training on Mondays at the New Hampshire Police K-9 Academy, which is located at the Sig Sauer grounds in Epping NH, or at other designated areas in New England for a minimum of 20 hours a month. Currently K9 Barco holds a USPCA PDI and PDII certification.

On July 4th, as members of the Strafford County Regional Tactical Operations Unit (SCRTOU), Officer Brown and K9 Barco responded to Somersworth for a report of a barricaded subject. During the briefing, the suspect was taken into custody and the tactical team was not utilized.

On July 6th, Officer Brown and K9 Barco responded to Rochester on Rochester Hill Road to assist the Rochester Police Department with a burglary that had just occurred. A short track was located and led to a nearby apartment complex. The Rochester Police Department handled the remainder of the investigation.

On July 20th, Officer Brown and K9 Barco responded to the Horne Street School to assist officers with an alarm and an open door. K9 Barco was utilized to clear the building. No one was located inside.

On July 23rd, Officer Brown and K9 Barco participated in two demonstrations at The Works Health Club. The demos were put on for the Works summer camps, there was approximately 160 campers who met K9 Barco and learned about the Dover Police Department's K9 program.



Officer Brown introduces K9 Barco to children during a demonstration at The Works.

The Dover Police Department's Accident Reconstruction Team was not called out during the month of July for any collisions in Dover. The team did conduct a quarterly training session on July 26, 2019.

On July 25, 2019, Sergeant Mark Nadeau, a member of the accident reconstruction team,

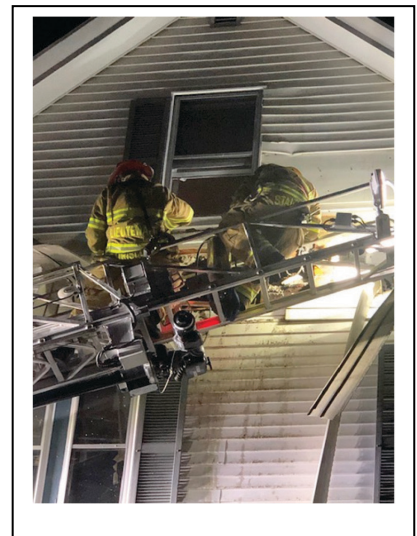
assisted the Strafford County Accident Reconstruction Team with an investigation in Milton.

July saw Fire & Rescue responding to 529 calls for service, an average of 17 calls per 24-hour period. 15 of the calls for service were for fires, 297 were for medical emergencies, 28 were for other hazardous situations requiring emergent intervention (natural gas leak or energized power line down, for example), 78 were either false or good intent in nature, with the remaining 111 being for non-emergent requests.

One call of interest for the Fire Department in July was a motor vehicle accident with resulting car fire at the intersection of Route 155 and Olde Madbury Lane. After a collision resulting from an eastbound vehicle turning into Olde Madbury and a westbound vehicle on Rte 155, the eastbound vehicle came to rest on the shoulder of Route 155, and a fire began burning in the engine compartment. A nearby resident of Olde Madbury Lane was alerted by the sound of the accident, and came out to find the occupant of the eastbound vehicle unconscious in the car, with the fire beginning to spread. The quick acting bystander was able to remove the occupant of the car and position her away from the vehicle while 911 calls were being made. By the time Fire and Police arrived at the scene, flames were impinging in the passenger compartment of the vehicle. Greater injuries, including the potential for fatality, was prevented by the bystander. Dover Fire & Rescue evaluated and/or treated 5 people at the scene of the accident, with one being transported to the hospital.



On Stark Ave, a "fire in the wall" was reported at a 2 story residence. The use of an air conditioning unit had stressed the electrical circuit in the older structure, causing an overheating condition and eventual fire in the



wall. Over the course of 3 hours, crews had to carefully chase the entire length of the circuit by opening up both interior and exterior wall portions in the entire length of the circuit. Smoldering and actual fire conditions were discovered and extinguished in various locations. Through a careful evaluation and thorough exposure of the offending area(s), crews were able to minimize surrounding damage to the structure, preventing what would certainly have been a widespread fire throughout the building if an area had been allowed to burn undisturbed. This demonstrates the balance that crews frequently have to take when searching for "small" fires in wood frame structures that contain many hidden spaces, which allow fires to spread unnoticed for some time.

Forty-two work orders pertaining to buildings were addressed by the Facilities & Grounds Division. Installation of the HVAC installation at the Library wrapped up. Customers in a wider area will be cooler this year than years past. Four specific HVAC complaints were addressed by Facilities & Grounds. The changing of air filters and other HVAC maintenance was ongoing at all facilities, conducted by both Facilities & Grounds employees and Siemens HVAC specialists.

Artwork and other large pictures were removed from the Library walls, to be rehung after the painting was completed. Speakers in the City Hall auditorium were replaced and wiring run for the new PA system.

Forty-seven work orders were generated pertaining to facilities and grounds issues. The soccer field at Shaw's Lane was lined for games and some maintenance was completed on the plumbing in the concession stand bathroom. A

leak on the irrigation system was discovered and the zone shut off until after the play-offs, when repairs would be made.

Preparations for the 4th of July celebration were undertaken including the painting of the Rotary Pavilion stage and railings, pressure washing of the seating areas, painting over or removal of graffiti in and around the Children's Museum, stairwell and Lower Henry Law Park. Additional outlets were added to the Overlook Stage for this year's events. The Overlook Stage was painted, as were the picnic tables and pavilions. Rotary Park was prepped for the Mini-Maker Faire & Food Festival. The power supply was checked and turned on for use, then shut off after the event.

Graffiti is a huge issue and the picnic tables were all painted before they were put out in the spring. Covering or removing graffiti is time consuming and expensive. The stairwell between the Children's museum and the indoor pool was painted three times in three days, trying to keep it cleaned up before the 4th. Graffiti was also covered in the Silver Street tunnel on the Community Trail, the Garrison Hill Tower graffiti was addressed for the second time this year.

Weed steaming of the curb line continued on the sunny days. This is labor intensive, slow process but we are determined to make this work. A meeting was held to review experience so far and suggestions made to improve the efficiency of the process going forward. Mulch was distributed to Morningside Park after the areas around the swings and slide were dug out to accommodate the playground mulch. Repairs were made to equipment as necessary.

Ten traffic light complaints were investigated with a variety of complaints and one red lens was changed. Electric Light Company worked on cables from the Central Fire Station to the cabinet on Central Ave by Holy Rosary Credit Union. The Opticom for letting the fire trucks pout and connections to the railroad gate crossings are critical for the Fire Department. These cables were cut during the replacement of telephone poles in this area. School zone lights were shut off for the summer break.

Two street light issues were reported. The City continues to work with Eversource to resolve other outstanding issues. Eight signs were and posts were replaced and three faded signs were replaced, as well. Fourteen work orders regarding trees were addressed. Two trees were removed, several limbs were picked up or pruned and two trees fell that were not on City property or in the ROW.

During the month of July, administrative staff fielded 10 service calls requesting pothole repairs.

Several deceased animals were picked up along the roadways, as observed or reported, throughout the month. Brush cutting and brush chipping operations are ongoing. In preparation of paving, staff trimmed the trees and brush on Mount Vernon Street.

City crews continue working in the pit, located behind the Public Works Department, prepping materials for upcoming road projects. Employees continue to mix gravels and screen sand so that it will be ready and available as needed. Street sweeping has been completed. Roadside mowing, brush cutting and brush chipping operations are ongoing.

A City of Dover contractor repaired cracked pavement on Rutland Avenue, Fourth Street, Fifth Street and Kennedy Circle, by saw cutting and repaving.

A sinkhole developed on Cocheco Street due to a drain line failure. During the TV inspection of the drainage line, staff found numerous areas that had deteriorated and needed to be replaced. City crews assisted a City of Dover contractor with the repair and replacement of the drain line.

At the intersection of Reservoir Street and Oak Street, on Central Avenue, a sinkhole developed due to a deteriorated drain line. City crews conducted an emergency repair of the drain line at this location.

At the intersection of Horne Street and Hough Street, crews replaced the gate valves. The previous valves were not working correctly and would not hold water when during water breaks. To conduct the replacement, traffic access was shut down at the intersection as well as shutting the water off to the residents on Horne Street, Hough Street, Hull Street and Hillcrest Avenue for the entire day. Crews also spent an additional day hammering concrete out from around the sewer main in order for staff to move the water main from under the sewer main to over the sewer main. All of the new mains and water gates were upgraded to 8 inch Ductile Iron.

Crews tapped the water main for the installation of a new water service at 40 East Watson Road. Since the water main was located off of the road, staff was able to dirt punch the water service without an open excavation. This saved the contractor time and money since the road did not have to be closed.

The water service feeding the State of NH maintenance shed, on Indian Brook Drive was repaired. The 2 inch plastic line had cracked. A leak was repaired at 10 ½ East Watson Road. Crews were able to use a cable to remove the old copper service and install a new one as the old one was being removed.

While the highway division was replacing the sidewalk, the utilities division installed a new fire hydrant on Chestnut Street near First Street. A fire hydrant blew off in front of 42 Ezra's Way. This has not been repaired but has been bagged and is out of service.

30 feet of High-density polyethylene pipe was added at the end of Iona Avenue to allow for two new homes to connect onto city water. Two fire flows tests were conducted during evening hours. The first was conducted in front of the South End Fire Station. The second was conducted at Fourth Street at Chestnut Street.

The sewer jet is, currently, non-operational. Staff is waiting on the new unit to arrive in October making it difficult to conduct any collection system maintenance.

The weekend starting Friday 7/19 through Sunday 7/21 brought a period of extensive heat and humidity to the region. With temperatures predicted to exceed 105 degrees, Fire, PD, Recreation and Library staff combined their resources to offer relief and/or assistance for any community members in need during this timeframe. Of the 47 calls responded to by Dover Fire in the period from 6:00 pm Friday night, to 8:00 in the morning on Monday (the approximate timeframe of the "heatwave"), it appears that 5 calls were heat related medical emergencies.

Below is the summary of Emergency Medical calls, including the number of "no transports" and which facilities patients were transported to in the month of July. The "number of individuals" is slightly higher than EMS Incidents reported above, due to cases where some motor vehicle accidents have more than one patient associated with the call:

Ambulance Transportations	May Individuals	May %	June Individuals	June %	July Individuals	July %
Wentworth Douglass Hospital	200	52.91	179	59.47	204	66.67
Portsmouth Regional Dover ER	40	10.58	35	11.63	32	10.46
Frisbie Memorial Hospital	5	1.32	5	1.66	3	0.98
Portsmouth Regional Hospital	4	1.06	4	1.33	6	1.96
Shriners Boston	0	0	0	0	1	0.33
Non Transports/Sign Offs/Refusal of Care	129	34.13	78	25.91	60	19.61
Totals:	378	100	301	100	306	100

Total Permits Issued: July 2019

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
19-203	TRIANGLE CLLUE SPIRIT OF R	100	LIBERTY WAY	ERECT A 30' X 60' EVENT TENT	C	E	2400	1000	40
19-219	7 SOUTH, LLC	14	CENTRAL AVENUE	CONST. A FOUNDATION ONLY FOR MER C		15	400	12800	155
19-245	WOODMAN MUSEUM	182	CENTRAL AVENUE	ERECT AN EVENT TENT	C	12	2500	1000	35
19-262	COACHECHO COUNTRY CLUB	145	GULF ROAD	ERECT A 30' X 40' EVENT TENT	C	N	1500	900	35
19-264	DAVIS FARM OWNERS ASSOC.		KATIE LANE	INSTALL 16' X 30' STORAGE SHED	C	I	4B0	14400	165
19-283	LINOCLN FINANCIAL	100	LIBERTY WAY	CONST. CORNER OFFICE ON THE 2ND F	C	E	2400	20587	235
19-297	MAGLARAS	31	COACHECHO STREET	ERECT A 30' X 60' EVENT TENT	C	24	13900	3500	60
18-177	6 Grove Street Residences, LLC	8	GROVE STREET	REPLACE EXTERIOR WINDOWS	C/R	31	1400	80000	825
19-202	FIRST STREET AT GARRISON L	200	FIRST STREET	CONST. A 5 STORY MIXED USE BLDG./3	C/R	6	31 &	6838755	68405
18-170	LAVOIE	16	SUNNYBROOKE DRIVE	REPLCE CONCRETE STAIRS W/FREE ST	R	I	30B30	2000	45
18-316	BUCKMAN	23	PARK STREET	CONST. TWO EGRESS PLATFORMS & RE	R	27	12800	2000	75
18-520	MARSHALL	10	BALDWIN WAY	PERFORM INT. REPAIRS & RENO. FROM	R	L	40-7	79000	815
18-569	WOODMAN	67	STARK AVENUE	PERFORM INTERIOR IMPROVEMENTS	R	17	4600	6000	85
19-005	COSMIC KID, LLC	55	PROSPECT STREET	CONST. A 2 FAMILY APARTMENT BLDG.	R	10	2B0	300000	3025
19-082	6 GROVE STREET RESIDENCE,	4	GROVE STREET	CONST. 3 DWELLING UNITS W/UNFINIS	R	31	14	350000	3512
19-091	SINGH	27	SINGH DRIVE	CONST. A SFD W/TWO CAR GARAGE W/	R	B	6G1	200000	2025
19-115	6 GROVE STREET RESIDENCE	6	GROVE STREET	CONST. A 3 DWELLING UNIT STRUCTUR	R	31	14	350000	3512
19-132	1110 SALMON FALLS ROAD, L	22	CAMPFIRE DRIVE	CONST. A SFD W/TWO CAR GARGE W/U	R	C	50A-2	260000	2625
19-154	INDIAN RIDGE AT DOVER, LLC	165	EMERALD LANE	CONST. A SFD W/ATT. 2 CAR GARAGE W	R	F	15-13	270000	2725
19-164	INDIAN RIDGE AT DOVER, LLC	165	EMERALD LANE	FINISH BASEMENT IN NEW CONST. SFD	R	F	1513	100620	1006
19-179	INDIAN RIDGE @ DOVER, LLC	159	EMERALD LANE	CONST. A SFD W/ATT. 2 CAR GARAGE W	R	F	15-16	270000	2725
19-216	HENRY	283	OLD GARRISON ROAD	CONST. AN ATTACHED GARAGE	R	J	1240	80000	825

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
19-221	SHEEHAN	109	RUTLAND STREET	ADD DWLLNG UNIT CREATING A DUPL	R	15	12-0-0	10000	125
19-227	ROBERTS	51	WALLACE DRIVE	CONST. A THIRD FLOOR BATHROOM	R	G	2960	15000	175
19-232	VILLAGE AT BELLAMY COMM	24 26 30	FOOTBRIDGE LANE	REMOVE & REPLACE BEAM OVER GAR	R	H	18032	9000	115
19-233	VILLAGE @ BELLAMY COMM	60 64	TRESTLE WAY	REMOVE & REPLACE BEAM OVER GAR	R	H	18025	6000	85
19-235	GALLANT	17	GLENWOOD AVENUE	DECK ADDITION	R	36	1B0	8000	105
19-236	HOPPER, TERRY	127	SPUR ROAD	CONST. ADDITION & A 2ND FLR BEDRM	R	L	30	181685	1845
19-239	ARKWELL	181	DURHAM ROAD	INSTALL AN ABOVE GROUND SWIMMIN	R	H	6B0	7100	95
19-240	KANE	24	FOREST STREET	REPAIR FRNT FNDATION WALL DUE TO	R	24	1002	4800	75
19-241	PURINGTON	499	TOLEND ROAD	CONST. A 18' X 20' 1 CAR GARAGE	R	C	42E0	14075	165
19-242	WAY RUNOUT LLC	11	IONA AVENUE	CREATE HABITABLE AREA IN BASEME	R	33	10000	10000	125
19-243	STAGGER	27	FOSTERS DRIVE	CONST. A SFD W/3 CAR ATT. GARAGE W	R	L	89B2	500000	5025
19-250	WHITE	113	DURHAM ROAD	CONST. A DECK	R	H	4H0	3800	65
19-252	COCHRAN	94	GLENWOOD AVENUE	CONST. A REAR DECK	R	E	1900	12000	145
19-254	HAYDEN	34	FLORENCE STREET	CONST. A ONE CAR ATT. GARAGE W/UN	R	27	2520C	64000	665
19-256	HALEY	407	SIXTH STREET	ROOF MOUNTED SOLAR PANEL PV ARR	R	D	13B0	33490	359
19-257	CROWLEY	26	GEORGE STREET	CONST. A REAR DECK AND FRONT STAI	R	23	2900	2000	41
19-258	MUNIZ	40	FISHER STREET	REMOVE EXISTING DECK & RECONSTR	R	15	5400	33000	355
19-259	EMERY	16	GROVE STREET	RELOCATE WALL IN BATHROOM	R	31	17	1000	35
19-263	HAFLINGER	167	MOUNT VERNON STREET	CONST. A MUDROOM ADDITION	R	29	320	9000	115
19-265	STORM	31	GLENWOOD AVENUE	RPLCMNT OF FT DOOR & TWO WINDOW	R	d	2500	18250	205
19-266	BADGER	10	STILES LANE	INSTALL AN INGROUND POOL	R	40	32-4	20000	225
19-267	D'OUSAY	98	HENRY LAW AVENUE	REMODEL KITCHEN	R	22	9A2	8600	105
19-268	HOWARD WESTON DBA	3	WELLINGTON ROAD	INT. ALTERATIONS & A KITCHEN RENO.	R	D	9W	45000	475
19-270	VAWTER	7	BRIARWOOD LANE	REMOVE EXISTING DECK & REPLACE W	R	K	14130	10000	125
19-271	VAWTER	10	BRIARWOOD LANE	REMVE EXISTING DECK & RECONSTRU	R	K	18A7	11000	135

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
19-272	STARLING	12	TENNYSON AVENUE	REPLACE CONCRETE STEPS 2/NEW WO	R	21	52	720	85
19-275	LOCKER, FRANK	306C	DOVER POINT ROAD	TO CONST. A DECK	R	L	111B	3000	55
19-276	WINCHESTER ARMS LLC	45	NEW ROCHESTER ROAD	REPLACE 4 FRONT BALCONIES	R	40	18F0	39130	415
19-277	JOHNSON, CAREY	20	BEAUMONT DRIVE	CONST. A SFD W/ATT. GARAGE W/UNFI	R	M	61-6	205325	2075
19-278	GETCHELL	23	BOXWOOD LANE	CONST. A SFD W/ATT. GRGE W/UNFINSH	R	M	61-7	160000	1625
19-279	WALTON	142	BOXWOOD LANE	CONST. A REAR DECK EXPANSION	R	B	21210	27795	305
19-280	KING	14	MIDDLEBROOK ROAD	CONST. A FREE STANDING DECK @ AB	r	k	4500	4500	75
19-281	ASHMAN KING	14	MIDDLEBROOK ROAD	CONST. AN ABOVE GROUND SWIMMIN	R	K	4500	5000	75
19-284	KILRAIN	601	SIXTH STREET	CONST. A REAR DECK	R	A	28140	12200	145
19-291	CARR	144	LONG HILL ROAD	CONVERT LAUNDRY RM TO A BTHRM	R	A	18C0	4600	142
19-296	LEWIS	46 48	CUSHING STREET	INSTALL WINDOWS, DOORS & SIDING	R	10	86A0	180000	1825
19-298	VAWTER	10	BRIARWOOD LANE	INT. RENO. OF A KITCHEN & BATHRM	R	K	18A7	43600	465
19-299	ODD FELLOWS	105	RUTLAND STREET	CONST. A DETACHED GARAGE	R	15	1300	16900	195
19-300	FERRARI	23	KATIE LANE	PLACE SLIDING DOOR	R	I	4-B-2	3000	55
19-301	SIMPSON	153	BACK RIVER ROAD	REPLACEMENT OF 1 SLIDING DOOR	R	I	3900	2000	45
19-302	KYLE	3	HILLCREST DRIVE	CONVERT EXISTING ENCLOSED PORCH	R	35	56C0	8000	105
19-310	GABARDI, MICHAEL	26	SANDPIPER DRIVE	INSTALL A VIYNL INGROUND SWIMMIN	R	C	2B2	25000	275

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 64

Total Construction Value: \$11,020,132.00

Total Fees Collected: \$111,902.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	4	Change of Use	5
Commercial Renovations	5	Commercial	0
Convert 1 to 2 Fmly Dwlg	1	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	1	Two Family Dwelling	1
Multi-Family Dwelling Units	6	Industrial	0
Industrial	0	Renovations	9
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	7	Single Family Dwellings	2
Renovations Dwelling Unit	44	Accessory Dwelling Unit	1
Demo. of a Dwelling Unit	0		
Accessory Dwelling Unit	0		
Total			18

NAME	STREET NAME		Total Units	Units Built*	Units left	DATE OF PB SIGNATURE	DATE OF PB APPROVAL	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Mixed Use														
Darlene Colwell-Ellis	10 Fourth St		20	0	20		7/23/2019	Site	P19-03	6	54D			
STF	10 Strawberry Drive	A	12	0	12	6/26/2018	4/10/2018	Site	P18-11	40	43	6/26/2023	H	0.4
Hellenic Realty	333 Central Avenue	A	18	18	0		3/27/2018	Site	P18-04	2	19		H	0.5
Saltv Sea	52 Old Rochester Rd	A	15	0	15	1/9/2018	12/12/2017	Site	P17-74	40	25	1/9/2023	H	0.5
Cathartes	Washington Street	A	130	130	0	1/9/2018	12/12/2017	Site	P17-66	2	4	1/9/2023	H	3.9
Changing Places/Robbins	Mechanic Street	C	15	15	0	11/14/2017	4/25/2017	Site	P17-11	24	98	11/17/2022	H	0.5
Carnegie Hill	Third Street	A	20	20	0	9/12/2017	4/25/2017	Site	P17-02	6	54A	9/12/2022	H	0.6
Third/Grove	Grove Street	A	38	38	0		5/8/2018	Site	P16-31C	31	14		H	1.1
Old Courthouse	First Street	A	71	0	71	N/A	5/28/2019	Site		6	20	5/23/2022	H	2.1
Pointe Place	Pointe Place		119	119	0		9/25/2018	Site	P18-37	K	19-4			3.6
Little Bay Marina	421 Dover Point Road		25	0	25		5/28/2019	Site	P19-05	8	9,10,11,			
Preble Street	Preble Street		12	0	12		4/23/2019	Site	P19-11	4	40			
Bradley Commons	Central Ave	A	49	49	0	2/10/2015	9/23/2014	Site	P14-34	27	2/3	2/10/2020	H	1.5
Total: Mixed Use			544	168	135									9.4
Multi-Family:														
Clay Hill	Henry Law Avenue	C	10	0	10	12/4/2015	7/28/2015	Site	P15-17	22	3	12/4/2021	W	1.1
Princeton Dover LL	306 Plaza		24	0	24		6/25/2019	Site	P19-30	D	79-1 & 81		H	
Lilac Gardens	Lilac Ln	A	120	72	48	9/27/2005	9/27/2005	Site	P04-04	H	35C	9/27/2009	W	13.2
Total: Multi-family			154	72	82									14.3
Subdivisions:														
RV Paolini Construction, LLC	56-58 Dover Point Road	M	7	0	7	TBD	12/11/2018	TBD	P18-45	M	6	TBD		
TDAC	99 Sixth Street	H	4	1	3	6/26/2018	6/12/2018		P18-07	35	57	6/26/2023	H	1.4
Singh	Couty Farm Cross Road	H	4	1	3	3/14/2018	10/24/2017	3/15/2018	P17-58	B	6G	3/14/2023	H	1.4
Coughlin	Piscataqua Road	H	3	3	0	12/12/2017	7/25/2017	12/14/2017	P17-42	I	94-A/B	12/12/2022	G	1.1
Quantum	Littleworth Road	H	6	0	6	8/2/2017	6/13/2017	8/3/2017	P17-34	H	29A	8/2/2022	W	2.1
Whitney Scott	Topaz Drive	H	9	0	9	1/9/2018	6/13/2017	3/6/2018	P17-18	G	9	1/9/2023	W	3.2
Sophie Lane	County Farm Road	H	3	0	3	6/27/2017	5/9/2017	6/28/2017	P17-32	E	32	6/27/2022	H	1.1
Ayer	Eagan Drive	H	17	0	17	11/17/2017	4/11/2017	1/10/2018	P16-25	N	18	11/17/2022	G	6.0
Indian Ridge	Emerald Ln	H	49	45	4	8/25/2015	6/23/2015	12/4/2015	P14-58	F	15	8/25/2020	W	17.2
Bellamy Ridge	Red Barn Dr	H	7	4	3	10/13/2015	8/25/2015	10/15/2015	P15-05	I	6-C	10/13/2020	G	2.5
Foster's Way	Fosters Dr	H	5	5	0	9/17/2014	12/17/2013	9/17/2014	P13-49	L	89-1	9/17/2019	G	1.8
Child's Subdivision	Childs Dr	H	19	18	1	4/9/2013	3/28/2013	3/29/2013	P12-20	N	8A-1	3/28/2018	H	6.7
Arch St	Fresian Drive	H	11	0	11	7/30/2013	10/23/2012	8/1/2013	P12-28	I	16	7/30/2018	W	3.9
Hidden Valley Drive	Hidden Valley Dr	H	10	8	2	7/30/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	3.5
Harbor Hills	Shore Ln	H	16	12	4	8/10/2010	3/23/2010	8/11/2010	P07-39	L	89G	8/10/2014	G	5.6
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	5	4	2/21/2008	10/23/2007	2/21/2008	P07-43	N	8	2/21/2012	H	3.2
Picnic Rock	Back River Rd	H	21	20	1	10/31/2007	7/10/2007	11/6/2007	P07-32	16	20	10/31/2011	G	7.4
StoneCroft	Carriage Hill Ln	H	11	10	1	8/9/2005	5/24/2005	8/9/2005	P05-18	A	16	8/9/2009	H	3.9
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	28	4	6/6/2005	5/10/2005	6/7/2005	P04-42	B	21	6/6/2009	H	11.2
Weeden	Garrison Rd	H	4	3	1	9/28/2004	6/22/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	1.4
Graystone	32 Old Stage		10				4/9/2019		P19-20	G	35E		G	3.5
44 Maple Ave LLC	44 Maple		12				4/9/2019		P18-58	30	19		H	4.2
TDAC	Beaumont (146 Dover		11	5	6	1/8/2019	8/28/2018		P18-14	M	61	1/8/2024	G	3.9
Arbor Woods	Cielo Dr	H	72	64	8	2/20/2007	1/9/2007	2/20/2007	P06-25	H	4	2/20/2011	W	
Total: Elderly			72	64	8									
TOTAL APPROVED UNITS			782	304	225									27.86

2. Product & Process Outcomes

“ENSURE OVERALL MUNICIPAL SERVICES MEET AND/OR EXCEED THE HIGHEST INDUSTRY STANDARDS GIVEN THE RESOURCES AVAILABLE.”

85 July library programs were attended by 2,466 people. These included:

9 story times 252; 5 Craft sessions 835; Out-of-this-World crafts 53; Toddler Yoga sessions 15; Children’s Summer Reading program 109 (total 609); Teen Summer Reading program 19 (total 134); Adult Summer Reading program 54 (total 292); 5 Escape Rooms 42; Author visit 13; Trivia 10; Mario Kart 19; Scavenger Hunt 52; 3D prints 29; Memory Lab scanner 5 uses; Memory Lab VHS 6 uses; Memory Lab cassette 8 uses; Cricut 4 uses; 8 movies 47; 4 Lego Saturdays 45; Galactic Legos 16; Galaxy T-shirts 19; Aerospace Adventure 16; Egg drop 8; Pizza & Pages 10; Creativity Corner 9; Toe Jam Puppet Band 35; Star Wars Mania 60; Lunar Recon 10; 3 Seymour Osman visits 32; 4 kids’ Laser Tag sessions 24; 2 Teen Laser Tag sessions 36; Series Club 3; Happy Helpers visit 8; Knitting group 11; Apollo 11 Simulcast 5; 2 Dungeons & Dragons 27; Piper Bartlett talk 4; Stranger Things 10; ESL tour 11; Friends program 21; Game Night 8; 2 Book groups 17; 4 Little Free Library visits, adding 436 books; 4 exams proctored; 3 Book-A-Librarian appointments; Langdon Place visit 6; and Passports 27.

New Thursday evening hours began at the Library on July 11, adding three hours to their schedule: 5:30pm to 8:30pm.



Escape Room fun at the Dover Public Library!



The summer Playgrounds Program was ongoing, with daily trips to the Jenny Thompson Pool and weekly field trips to state parks. Youth Theater camp with Jeff Leaf was full and ran for two weeks at the City Hall Auditorium. Interval Toning continued with early morning schedule of classes. Fall field scheduling is on-going.

Local swim teams continued to hold practice at facilities during the month of July; Seacoast Swimming, Oyster River Otters, SOLO Swim Team, Atlantis Aquatics and Great Bay Masters have been consistent all season. Seacoast Swimming also hosted a major swim meet which ran very well and was well attended. The Jenny Thompson Invitational ran from July 5th through the 7th. Swim lessons at the Indoor Pool have been very successful. Averaging around 300 swimmers per day at the

Jenny Thompson Pool between all of the Dover City groups (Playgrounds and Camp Kool), Somersworth Youth Connection, Rollinsford Recreation, Farmington Recreation, Tri-Star Summer Camp and Eliot Recreation. Besides swim lessons, the Indoor Pool has seen its usual number of Adult Lap swimmers and therapy swimmers on a daily basis, averaging nearly 90 people every day.

July at the Dover Arena is a busy time of year as ice skating returns. Summer programs start and summer hockey camps are in session. Camp Kool continues through the month on the Foster floor as well as Roller derby twice a week. All summer programs are full and the drop-in programs are averaging high attendance weekly as well. The month of August at the Arena means summer programs will be wrapping up. Playoffs for the COED league will begin and registrations for the fall programs will begin. Ice Kings Summer hockey camp will return for another week. Camp Kool finishes its great summer on the 16th. Adult and Youth Stick Practice: 288, Birthday Parties: 2

In addition to all ongoing activities, the Senior Center members continue to use all fitness areas at Dover Recreation. Senior exercise and yoga classes are held Monday through Thursday mornings. Pickleball is offered Tuesday and Friday mornings. This month, senior members visited Foxwoods Casino and 100 of members enjoyed a beautiful summer cruise from Portland to Bailey's Island and a stop which allowed all to shop in Freeport on the way home. Mystery Lunch: 33

On July 8-12, Dover Youth to Youth conducted its annual Youth Advocacy Training Camp (Summer Program) for middle school age students who have an interest in possibly joining Youth to Youth in the fall. During the training program students received a series of classroom sessions on drug and alcohol issues taught by older, experienced Youth to Youth members. They were also trained in skills such as how to make a radio PSA, conducting a community event, presenting a press release and public speaking.

The Dover Teen Center calendar for July of 2019 consisted of educational and social programming for its youth participants. For the month, the Teen Center hosted a total of 164 participants on 15 days of programming, which yielded an average of approximately 11 participants per day. The lower than typical attendance is due to the trips the group takes during the summer program.

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

TC Drop-In Day! – "DVD Movies & Ice Cream Sundaes" (7/1)

TC Classic Trip! – "Canobie Lake Park" w/ Y2Y (7/12)

TC Trip! – "White Lake State Park" (7/16)

TC Trip! – "NH Fisher Cats Baseball Game" (7/17)

TC Trip! – "BarnZ's Movie Matinee Trip" (7/28)

TC Trip! – "York Short Sands Beach" (7/19)

TC Trip! – "Wallis Sands Beach" (7/22)

TC Trip! – "Old Orchard Beach" (7/25)

TC Trip! – "Mini-Golf & Go-Karts @ Chuckster's" (7/26)

TC Trip! – "Saco River Tubing" (7/30)

TC Trip! – "York Short Sands Beach" (7/31)



Dover Teen Center participants (and interns) pose for a picture during their trip to Canobie Lake Park on July 12.

There were 5 new registrations during the month at the Teen Center.

The Community Service program tracked six active participants during the month of July. A total of 9 community service hours were completed during the month. None of the participants finished his/her assigned hours.

The Diversion Committee met on July 16, 2019. The following is our case breakdown:

- (3) cases in active Diversion Contracts
- (0) successful completions and releases
- (2) new cases heard
- (0) new cases pending for intake meetings (July 10, 2019)
- (0) cases sent back to Detectives for "failure to comply"

Sergeant Tarmey was tasked with managing an intern at the Dover Police Department during May, June and July. The intern successfully completed 120 hours of the internship which culminated in late July.

Officer Cooper started her new position on July 8, 2019 as the Whittier Falls Resource Officer. During those three weeks in July, Officer Cooper responded to 73% of the criminal incidents and 48% of the non-criminal incidents that took place in the properties controlled by the Dover Housing Authority.

Officer Cooper met with DHA staff to introduce herself and to learn about the different positions/responsibilities within the Dover Housing Authority (DHA). She also attended the DHA monthly staff meeting.

The Whittier Falls Officer is responsible for both family housing and elderly housing. Throughout the

month, Officer Cooper visited all of the properties in an attempt to provide more of an officer presence.

On 07/18/2019, Officer Cooper attended a BBQ at Covered Bridge Manor. There, she introduced herself to many of the residents and met with Resident Services Coordinator, Danielle Holt. Danielle expressed that the residents would like a class addressing issues involving scams. Officer Cooper and Danielle scheduled an upcoming class in September.

During a visit to St. John's apartments, a resident also requested a similar class. Officer Cooper scheduled an upcoming class in September and the resident will notify the other tenants in the building.

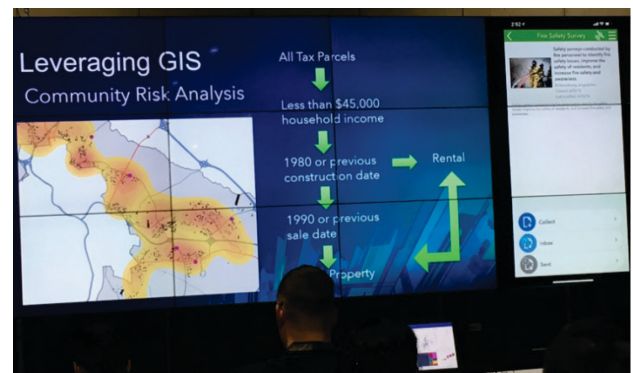
On 07/26/2019, Officer Cooper attended a Luau at Central Towers. This afforded her the opportunity to meet and talk with a number of residents.

Officer Cooper met with a variety of residents in the family housing area as well. Several young boys met with Officer Cooper at her office and registered their bicycles. Two of the boys then began to simply stop by the office for a visit.

Officer Cooper worked with the Bureau of Adult and Elderly Services (BEAS) on three separate cases, either as an attempt to investigate an alleged crime, or to assist an elderly resident with obtaining the available resources that would help improve their overall quality of life. Officer Cooper also spoke with a representative from ServiceLink. ServiceLink is an aging and disability resource center. The company partners with other agencies such as NH Care Path, Granite State Independent Living, and others to help facilitate smooth and safe transitions for the aging and disabled population. Officer Cooper requested brochures to distribute to elderly housing to help educate the elderly population.

Dover Fire Chief Haas and Police Chief Bill Breault travelled to San Diego, CA to attend the annual ESRI Conference and Public Safety Summit in the first week of July. At the conference, the two chiefs were able to learn and observe how other agencies are leveraging GIS information and technology to better plan for and mitigate emergencies in their communities. Also explored were ways to capture information to develop more effective Community Risk Reduction programs, increase emergency and operational preplanning capabilities, and how to perform basic operations in a more streamlined and effective way – all being driven by factual, data driven resources.

Chief's Haas and Breault will work with their respective staff, and the City I.T. Department, to try and bring some of these technologies to bear within their own organizations to improve effectiveness across all operational spectrums, as was observed at the San Diego Conference.



Command Staff met with NH Homeland Security and Emergency Management Liaison Julia Chase to review process and upcoming training requirements for the Seabrook Station Host Community involvement. Also discussed were opportunities for EPMG grants sponsored by NHHSEM in FY '20. DFR will be pursuing a grant to link the training rooms at all 3 fire stations (with the addition of the City EOC at 46 Chestnut St) via video teleconferencing technology to provide better situational awareness during long term incidents, and allow for greater shift training/communication opportunities (without requiring companies to relocate from their response districts) to participate in group training/departments updates. Originally a CIP funded project, the 50/50 EPMG grant, if successful, will allow for a wider range of purchasing ability, using investments already made by the City to meet the requirement of the 50% City funding match.



On July 23rd, members of the Command staff attended a confidential review with the Maine State Fire Marshall's Office and the ATF Bureau, who presented a preliminary report on their findings in the fire investigation for the 10 Bell St fire in Berwick, ME. This fire resulted in the tragic loss of Berwick Fire Captain Joel Barnes in March of this year. A limited number of members from responding mutual aid communities, the members of the Berwick Fire Dept, and members of Captain Barnes' family were in attendance to hear the report on preliminary investigation results.

The Division Chief of EMS attended the monthly EMS Leadership Meeting at Wentworth Douglass Hospital. This monthly meeting brings together leaders from various EMS agencies in the WDH catchment area to discuss various issues, trainings and concerns shared by members of the EMS community.

Administration and Inspection Services staff worked with the Advance Team for the Joe Biden campaign during a campaign stop in Dover in the second week of July. These events, usually announced under short notice due to the dynamic nature of a presidential campaign, combined with the campaign's desire to include as many people as possible at their high profile public events, can put a strain on an already very busy I.S. schedule. Administration and Inspection Services will continue to work with area venues to ensure as much preparation and planning as possible occurs, to meet the needs of the varying campaigns that will continue to visit our city, while maintaining the high level of concern for the safety of the visitors and participants at each event.

Fire's EMS Division instituted the acquisition of new Blood Glucose monitors for use in our ambulances and the patient care bags of our fire engines. These monitors are the first line of assessment for diabetic and other blood-sugar related medical emergencies. The use of the accompanying test strips with these

new monitors is expected to afford the Department a realization of approximately \$1,800 in savings annually, over the previous manufacturer's test strips.



During the month of July, Officer Dunne continued to coordinate with Big Brothers Big Sisters (BBBS) of NH to start a mentoring program with officers entitled Bigs with Badges. Officer Dunne worked with BBBS to plan an informational session which occurred on July 22, 2019 at DPD headquarters. Representatives from BBBS attended both the morning and evening shift briefings to provide information to officers. As a result, 6 officers completed the application and interview process to become a Big Brother or Big Sister. The officers will be matched by early to mid-fall with students from Woodman Park Elementary School, and will meet with their "Little" on a weekly basis for roughly one hour.

During the week of July 8, Officer Dunne assisted with the Dover Youth to Youth summer camp by transporting attendees to various locations around the city.

A large portion of Officer Dunne's attention in July went to planning Dover's National Night Out event, held August 6, 2019. In preparation for the event, Officer Dunne secured food and beverage donations from Hannaford and Shaw's supermarkets, received donations from various local businesses for raffle items, and coordinated with a number of local health organizations to attend NNO with informational

displays. Officer Dunne also coordinated with Dover Fire & Rescue to have a number of their apparatus and personnel in attendance, as well as Dover Firefighters Union Local 1312 to cook the donated food items.

Planning and Community Development staff continued to work with the preferred consultant with developing architectural and streetscape design guidelines for future downtown development. The guidelines will be partially paid for with a technical assistance grant from PlanNH. In May, the Planning Board approved posting of the regulations and set public hearings for June 11 and 25th. On July 23rd, a third public hearing was held, after which the Board unanimously approved the amendments and forwarded the zoning changes to Council.

The Assistant City Manager attended the June 6, and July 11th meeting held by the Rezoning Committee. The committee finalized its review of areas within the City for consideration of rezoning from residential to commercial and began drafting its report. Over the two month period, maps, uses and other details for the report were reviewed and refined.

On June 7th former Planning Board Chair Kirt Schuman was named the New Hampshire Citizen Planner of the year, by the NH Planner's Association. The recognition came at the Association's annual meeting and was based upon Kirt's leadership on the Board and his push for Dover to be innovative and proactive in addressing the planning needs of the community.

The City went out to bid for services to update the Recreation Chapter of the Master Plan. City Planner Benton and Assistant City Manager Parker along with the Recreation Director and Purchasing Agent attended interviews and has been negotiating with the preferred consultant on a final scope of services and agreement in July and early August.

The Assistant City Manager attended a meeting on July 11th at NHDOT. The meeting was to discuss the potential of replacing the General Sullivan Bridge, currently closed to all traffic, with a new pedestrian and bicycling bridge. The meeting focused on the historic nature of the bridge and the impact to the surrounding region that its replacement would have.

Planning and Community Development staff attended a meeting with Community Services to kick off the traffic signal coordination project. This project looks to migrate traffic signals on Central Avenue to a coordinated system to improve traffic flow and reduce greenhouse gas emissions.

City Planner Bird met with the Forest Management Sub-committee of the Conservation Commission on June 3rd and July 1st to discuss preparing a Request for Proposals for forest management plans for City owned parcels and urban street trees. Met with the Purchasing Agent to review the RFP.

Assistant City Planner Piekut attended, and Dover partially hosted, the biannual meeting of the New England Municipal Sustainability Network. Day two of the meeting was held at the McConnell Center and featured Dover through a panel discussion regarding the waterfront redevelopment or other local topics by City Planner Steve Bird, Strafford Regional Planning Commission, Horsley Witten, and Dr. Jayne Knott of UNH. The Network then made a short walking tour of Dover, visiting the Children's Museum of New Hampshire to discuss their solar panel installation and viewing the waterfront redevelopment site. Attendees from throughout New England stayed overnight and dined in downtown Dover.

3. Leadership & Governance Outcomes

"EFFECTIVELY CONTINUE TO COMMUNICATE WITH THE COMMUNITY AT LARGE THROUGH VARIOUS MEANS AND SUPPORT CITIZEN ENGAGEMENT IN LOCAL GOVERNANCE AND COMMUNITY FORUMS, AND PROVIDE LEADERSHIP IN THE IMPLEMENTATION OF THE CITY'S MASTER PLAN."

The Dover Public Library's Pop-Up Library visited the Dover Farmers' Market at the Chamber of Commerce on July 10. Other outreach included the weekly Summer Reading Program visits to the Seymour Osman Community Center.

Through the shared Dovertnet Library System, the Dover Public Library (DPL) borrowed 153 titles required for "Summer Reading" from the schools.

Through the statewide collaborative NHAIS system, DPL's Interlibrary Loan dept. sent 308 volumes to other libraries and borrowed 101 from other libraries for our patrons.

The library has 4,315 subscribers to its two monthly e-newsletters.

Library staff posted 158 items to its various social media platforms in July. Total social media platform followers = 11,626

The library has 3,618 Facebook followers, 1,182 Pinterest followers, 1,494 Instagram followers, and 1,017 Twitter followers.

The library blog was viewed 104 times in July.

Volunteers brought books to Langdon Place residents and returned items they had borrowed previously. This is a regular, every-three-week program to bring library items to shut-in residents. Another volunteer made four deliveries to the Little Free Libraries, depositing 436 books between the two sites.

On July 8th Vick Hebert presented to the Dover Youth to Youth Summer Training Program about opioids. The presentation featured a recovery speaker and prepared students to talk about opioids during their activism event later in the week.



Recovery Speaker shares story at Y2Y Summer Training Program.

Vicki Hebert participated in a round table discussion with Sen. Shaheen on July 15th. The

event followed the Senator's announcement of her "Turn the Tide" legislative proposal. The legislation would provide \$63 Billion in funding over the next 10 years to address substance use. Part of the bill would allow community coalitions, such as the Dover Coalition for Youth, who completed 10 years under the Drug Free Communities grant program to apply for

Roundtable discussion with Sen. Shaheen



an additional 5 years of funding.

The State of New Hampshire Prevention Continuum of Practice met on July 16th to discuss sustainability. Vicki Hebert was asked to deliver a 15 minute presentation and participate in a panel discussion highlighting Dover's approach to sustainability. The event was attended by nearly 3 dozen prevention professionals from across the state.

On July 8-12, Dover Youth to Youth conducted its annual Youth Advocacy Training Camp (Summer Program) for middle school age students who have an interest in possibly joining Youth to Youth in the fall. During the training program students received a series of classroom sessions on drug and alcohol issues taught by older, experienced Youth to Youth members. They were also trained in skills such

as how to make a radio PSA, conducting a community event, presenting a press release and public speaking.

During the week teams of students recorded 9 radio PSAs at the studio of WTSN, conducted Sticker Shock at 4 local stores, gave 7 medicine safety presentations at local day camps and day care centers, conducted a retail responsibility activity at Fox Run Mall, held an informational demonstration in downtown Dover, and concluded with a one hour presentation to all of the participants' parents in the cafeteria at the McConnell Center.

A total of 24 Dover students who will be going into 6th or 7th grade next year received this training. Also attending the camp were 13 middle school students from Youth to Youth programs in Epping, Newmarket, and Milton; as well as 8 high school students from Vermont and Washington State. In addition, 14 adult advisers from communities wanting to start or strengthen similar programs in their communities came to observe Youth to Youth and the training process, including adults from Wisconsin, Washington, and Kentucky. The adults were trained in a separate concurrent track designed to prepare them to administer a youth empowerment program.

At the annual Summer Program, Dover Youth to Youth kicked off the "Myth Busters" Community Campaign. This was designed to send the message to the community that "Not all teens use substances". Core messages of the campaign are that it is a myth that "everyone is doing it". The campaign highlights the actual stats: 4 out of 5 teens don't drink and 9 out of 10 don't abuse pills. These key points were emphasized as a way of reinforcing the idea that teens that don't use are in the majority.

The kick-off rally was held in Henry Law Park and over 70 students held signs, chanted, passed out palm cards and conducted a press conference which was covered by NH Public Radio. The rally featured visuals that illustrated other examples of myths, including an 8-foot green alien, a large unicorn, a mermaid, and Bigfoot. Also during the week students recorded 2 Myth Busters radio PSAs which will play later in the summer on local radio stations.



Dover Youth to Youth's Advocacy Event "Myth Busters" downtown Dover on July 11th.



Y2Y students in KY demonstrating techniques to teach how alcohol impacts various parts of the brain.



***NHPR recording the Dover
Y2Y's Summer Program's Myth
Buster Campaign in Henry Law
Park***

The Myth

Busters Campaign will continue throughout the school year with other efforts to reinforce the core messages. This campaign was selected because it dovetails with expectations under both Dover's STOP Act underage drinking grant and our CARA opioid grant.

Four members of Dover Youth to Youth traveled to Rusk County, WI to conduct 3 days of

training. The trainers provided one day of adult adviser training and 2 days of training for 30 youth from that area. The Wisconsin teens received training in presentation skills, advocacy techniques, and how to conduct an alcohol education "Brain Campaign" similar to Dover's.

Five members of Dover Youth to Youth traveled to Louisville, KY to conduct training at the Kentucky Prevention School. The State of Kentucky asked the Dover presenters to conduct training for adult prevention specialists from that state on how to set up and implement a youth empowerment program consistent with the Dover model. On July 25th the student trainers provided a 3-hour block of training in the morning and repeated the training for a new set of attendees in the afternoon. Over 100 attendees received the training.

On July 24th, Sergeant Tarmey and Officer Collis conducted a safety walkthrough of the Seacoast Charter School. They provided suggestions on improvements to the safety systems that the school had in place. They also arranged for citizen response to active shooter training which will be presented to the new staff members on August 26th.

On July 31, Sergeant Tarmey spent the day at the Laconia Police Department assisting them with their oral boards for their sergeant promotional process.

The entire police department was invited to a "Heroes" BBQ lunch at the Residence at Silver Square on July 30, 2019. Several members were able to stop by and enjoy delicious food and fantastic company.



Several police officers and supervisors attended the Heroes BBQ at Silver Square.

Members of Dover Fire joined the public and business community in a combination of volunteer, on duty and detail events.

Shift members joined the Heritage Baptist Church for their annual Community Fair on July 20. Held on one of the hottest days of the year, members participated in the community event providing tours of the fire truck and some fun activities for the kids.

A similar activity was attended by both on-duty and off-duty members on July 13th, entertaining kids at a community block party on Florence St (photos taken by Florence St neighbor Mark Shannon)



Watson Fields Assisted Living facility staff on Watson Rd. In addition to basic instruction on safe use of fire extinguishers (including the importance of taking action during the incipient stage of a fire), through conversation with our instructors, staff members come to have a better understanding of the functionality of the E911 system, and what to expect when members of Fire & Rescue respond to their facility, among other things.



Division Chief Spainhower and Division Chief Craig Chabot teamed up with Wentworth Douglass Hospital staff to deliver "Stop the Bleed" training for interested City employees this month. Designed to offer basic training that affords civilians the opportunity to intervene in an accident, shooting or some other traumatic event, Stop the Bleed provides the ability to control bleeding, which could make a life or death difference in the intervening moments prior to arrival of trained emergency personnel.

The members assigned to L3 at the South End joined Maple Suites resident Ron Salmon (and a guest) on July 29th, as the winner of a "lunch with the Fire Department" raffle at the Maple Suites Facility. Mr Salmon had to patiently await the rescheduling of his award luncheon from the original date the previous week, as all members of the shift were committed to simultaneous emergency incidents at the time they were scheduled to join him at Maple Suites.

Dover Fire members participated in several training exercises as requested by members of our business community. This month's training activities included Fire Extinguisher training for the staff at Bellamy Fields Assisted Living facility on Garrison Rd, and similar training for the



The Department of Planning and Community Development continued to update its blog, Facebook page and Twitter feed to communicate with the public. The Department of Planning and Community Development has 502 Facebook (City of Dover NH Planning) friends and 902 followers on Twitter @DoverNHPlanning).

4. Financial & Benchmark Outcomes

“MAINTAIN AND STRENGTHEN FINANCIAL STABILITY OF MUNICIPALITY TO INCLUDE REPORTING ON ANY FINANCIAL CONCERNS AND ADDRESSING THEM AS THEY MAY ARISE DURING THE COURSE OF THE FISCAL YEA

PURCHASE ORDERS – OVER \$5,000

DAC	PO Date	PO #	Vendor Name	Amount
City Clerk Tax	7/9/2019	202000184	SEACOAST MEDIA GROUP	\$5,000.00
City Clerk Tax	7/9/2019	202000182	NEW HAMPSHIRE PRINT & MAIL SVCS	\$11,925.00
City Clerk Tax	7/9/2019	202000186	UNITED STATES POST OFFICE-CMRS	\$48,000.00
City Clerk Tax	7/24/2019	202000678	NEW HAMPSHIRE PRINT & MAIL SVCS	\$10,585.30
City Finance Office	7/9/2019	202000187	MS GOVERN	\$36,170.89
City Finance Office	7/9/2019	202000185	TYLER TECHNOLOGIES, INC.	\$44,251.69
City Finance Office	7/9/2019	202000181	MELANSON HEATH & CO, PC	\$64,000.00
City Finance Office	7/9/2019	202000183	PRIMEX-P/C GROUP	\$429,079.71
City Finance Office	7/15/2019	202000342	EVERSOURCE ENERGY	\$355,632.60
City Finance Office	7/16/2019	202000419	EVERSOURCE ENERGY	\$52,766.00
City Finance Office	7/16/2019	202000420	EVERSOURCE ENERGY	\$92,238.00
City Finance Office	7/16/2019	202000422	EVERSOURCE ENERGY	\$139,413.52
City Finance Office	7/16/2019	202000421	EVERSOURCE ENERGY	\$751,838.32
City Finance Office	7/24/2019	202000680	UNITIL NH	\$77,148.00
City Finance Office	7/24/2019	202000682	SPRAGUE OPERATING RESOUCES, LLC.	\$122,418.00
City Finance Office	7/25/2019	202000794	SEACOAST MEDIA GROUP	\$6,241.00
Info Tech	7/8/2019	202000156	APPLIED GEOGRAPHICS INC	\$5,000.00
Info Tech	7/8/2019	202000157	PERCUSSION SOFTWARE, INC.	\$6,583.99
Info Tech	7/15/2019	202000347	VERIZON WIRELESS	\$17,797.00
Info Tech	7/15/2019	202000338	COMCAST	\$25,561.23
Info Tech	7/15/2019	202000346	VERIZON WIRELESS	\$36,300.00
Info Tech	7/18/2019	202000497	FIRSTLIGHT	\$127,363.00
Info Tech	7/29/2019	202000899	HOWARD SYSTEMS, LLC.	\$62,699.00
Community Services	7/2/2019	202000111	SEALCOATING, INC	\$50,000.00
Community Services	7/2/2019	202000115	WIND RIVER ENVIRONMENTAL, LLC	\$80,960.00
Community Services	7/2/2019	202000113	DOVER LANDFILL BELLAMY TRUST	\$223,360.00
Community Services	7/2/2019	202000110	PINARD WASTE SYSTEMS, INC.	\$303,750.00
Community Services	7/2/2019	202000109	PINARD WASTE SYSTEMS, INC.	\$367,472.04
Community Services	7/2/2019	202000108	PINARD WASTE SYSTEMS, INC.	\$429,996.00
Community Services	7/8/2019	202000147	EJ PRESCOTT, INC	\$7,059.66
Community Services	7/8/2019	202000146	EJ PRESCOTT, INC	\$10,068.33
Community Services	7/8/2019	202000148	F.W. WEBB	\$11,878.00
Community Services	7/8/2019	202000158	SOLENIS, LLC.	\$53,430.00
Community Services	7/10/2019	202000230	DENNISON LUBRICANTS, INC.	\$15,936.12
Community Services	7/10/2019	202000227	MACKINNON & SONS EXCAVATING, LLC	\$40,000.00
Community Services	7/16/2019	202000394	URBAN TREE SERVICE	\$45,000.00
Community Services	7/16/2019	202000393	STATE OF NH-DOT	\$106,726.00
Community Services	7/24/2019	202000738	FISHER PLOWS OF LEE NH, LLC.	\$5,616.10
Community Services	7/24/2019	202000731	ELECTRIC LIGHT CO, INC.	\$6,482.20
Community Services	7/24/2019	202000736	DUKES ROOT CONTROL, INC.	\$15,454.00
Community Services	7/24/2019	202000732	NEW HAMPSHIRE PRINT & MAIL SVCS	\$16,443.00

Community Services	7/24/2019	202000735	STILES COMPANY INC.	\$175,000.00
Community Services	7/30/2019	202000943	TRI-STATE SEALCOATING & PAVING,	\$24,282.00
Community Services	7/30/2019	202000940	MXI ENVIRONMENTAL SERVICES, LLC	\$27,000.00
Community Services	7/30/2019	202000941	RESOURCE MANAGEMENT INC	\$238,200.00
Community Services	7/31/2019	202000994	CES, INC.	\$93,200.00
Executive	7/2/2019	202000106	COAST	\$253,330.00
Executive	7/8/2019	202000151	NATIONAL RESEARCH CENTER, INC	\$17,720.00
Executive	7/8/2019	202000152	PRIMEX-P/C GROUP	\$381,300.19
Executive	7/25/2019	202000821	HALL & ASSOCIATES, PLLC	\$50,000.00
Fire and Rescue	7/23/2019	202000629	STATE OF NH-DOT	\$47,128.00
Fire and Rescue	7/24/2019	202000679	SEACOAST CHIEF FIRE OFFICERS MUTUAL AID	\$10,216.47
Planning	7/17/2019	202000479	SEACOAST MEDIA GROUP	\$12,500.00
Planning	7/30/2019	202000942	STRAFFORD REGIONAL PLANNING	\$21,049.13
Police	7/2/2019	202000112	PARKEON	\$24,385.02
Police	7/8/2019	202000153	FOSTER & FREEMAN USA, INC.	\$5,178.20
Police	7/15/2019	202000343	STATE OF NH-DOT	\$51,285.00
Police	7/18/2019	202000496	COLOSSUS, INC.	\$9,536.76
Police	7/24/2019	202000757	PARKEON	\$14,547.00
Public Library	7/24/2019	202000758	BUDGET BUSINESS MACHINES	\$7,112.88
Public Library	7/25/2019	202000793	BAKER & TAYLOR, INC.	\$80,000.00
Public Library	7/29/2019	202000881	CITY OF DOVER-GENERAL FUND	\$50,000.00
Recreation	7/17/2019	202000481	PRECISION IND SRV/THOMAS RAY SR	\$5,314.93
Recreation	7/29/2019	202000877	FILLION ASSOCIATES	\$16,632.00
Tax Assessment	7/8/2019	202000163	TYLER TECHNOLOGIES, INC.	\$10,650.00
Tax Assessment	7/24/2019	202000673	CORCORAN CONSULTING ASSOCIATES	\$163,000.00

BIDS

Department	Bid #	Bid Date	Description
Community Services	B20003	07/31/2019	Spur Road Reconstruction
	Q20-002	07/24/2019	Appraisal Services –vacant property off Mast Road
	Q20-004	07/26/2019	Non-Fibered Asphalt Emulsion Dampproofing
	Q20-003	07/26/2019	Highway Signs and Posts
Planning	B20007	07/17/2019	Transportation Center Roof Replacement
	B20006	07/17/2019	Silver Street Wayfinding System
Police	B20009	07/24/2019	Computer Aided Dispatch/Records Management System
Recreation	B20008	07/24/2019	Fence at Guppy Park Softball Field
	B20011	07/30/2019	Fence at Amanda Howard Park
	B20014	07/30/2019	MC Tenant Kids Culture Child Care Playground Fence

Passport application processing fees provide a continuing source of revenue for the library. At \$35 per application, the library received \$945 in passport revenue during July.

The Friends of the Library's Cookbook Booksale during Dover Dines Week made \$491.

The Friends of the Library donated \$1,238 for Summer Reading Program programs and prizes. The Friends also renewed three museum passes for \$1250.

The library received a donation of \$450 from the students at Woodman Park School, a result of their Read-A-Thon.

The Assistant City Manager began assembling the Capital Improvements Program project list for FY21-26. This six year program contains the City's infrastructure and equipment needs, and ties them to a financial plan for implementation.

No CIP / project updates were provided by the Community Services Department for the month of July.

COMMUNITY SERVICES DEPARTMENT PROJECTS:

Asset Management Grants: **January:** City successfully obtained 3 separate grants of \$30,000 each totaling \$90,000. Target will be to develop detailed Asset Management plans for all pump stations and begin process of condition assessments of buried pipes per National Association of Sewer Service Companies (NASSCO) standards. **February:** Staff submitted an application and received NHDES approval of an asset management project with a total of \$90,000 debt forgiveness. Staff are also in the process of securing another \$75,000 of NHDES debt forgiveness SRF planning funds. Staff is working with consultant Wright Pierce to develop finalize full scope of the project. The City of Dover's sewer collection system is comprised of 115 miles of sanitary sewer and 25 pumping stations. The City will use these funds to develop and implement a Wastewater Asset Management Program. The coal of this program is to enhance the City's Capital Improvement Plan, identify further areas for improvement, and quantify system assets. This will ultimately reduce costs by forecasting and targeting funds for necessary repairs, upgrades and inspections to maintain sustainable, cost effective, and compliant operations. Work on this project is anticipated to begin spring 2019. **March:** The NHDES has approved several Asset Management projects for both our sewer and stormwater system through the State Revolving Fund loan program with principal forgiveness. The proposals for the sewer asset management, totaling \$165,000 of work with full principal forgiveness, will be presented to the City Council for approval in April. **April:** No update. **May:** The City Council authorized borrowing the funds in May. Staff will recommend awarding the contracted work to Wright Pierce Engineering at the June City Council meeting. **June:** Contracts were signed with the engineering firm of Wright-Pierce. A kick-off meeting was planned for mid-July, work is projected through remainder of 2019

Wastewater Treatment Plant Blower & Generator: **January:** Generator has been ordered, but currently reviewing shop drawings for installation and wiring. The new blower has been ordered and is on site. A contractor was awarded installation work. Apex Construction is currently working at the wastewater plant to install the 2 new inclined screw presses that were donated by Huber. Apex will be able to transition over to blower and generator installation following completion of screw presses. Work expected to extend into May/June. **February:** Staff is working with the citys Inspection Division to

obtain approval to install a door to meet the breaker set back code. **March:** NO CHANGE - work has been delayed slightly as WWTP staff are working to install the 2 new inclined screw presses. **April:** No update. **May:** Blower and screw presses have been installed. Work only remains for installation of new generator. Work will likely extend into July. **June:** Contractor was approved for installation of new generator. New screw presses have been installed and have been going through testing. Work remains ongoing.

Shaw's Lane Well: **January:** City Staff are trying to wrap up completion of new well pump installation, which includes all new electrical feeds, controls, and SCADA programming. Goal will be to have irrigation system ready by May. **February:** Staff continue to work with consultants and vendors to order and install necessary components of the new water well located at Shaws Ln. This well will serve to provide irrigation to all fields at Shaw's Ln, reducing the demand on the city's potable drinking water supply. The project is on track to have everything ready for the 2019 season. **March:** City Staff are trying to wrap up completion of new well pump installation, which includes all new electrical feeds, controls, and SCADA programming. Goal will be to have irrigation system ready by May. **April:** No update. **May:** City Staff are trying to wrap up completion of new well pump installation, which includes all new electrical feeds, controls, and SCADA programming. **June:** New well pump has been installed. City staff had to order weather-proof utility shed structure to house all electrical equipment and controls. Goal is to target operation by end of July.

OTHER CIP ITEMS NOT REPORTED ON – PROJECTS PENDING START:

- McConnell Center Trim – Repairs & Painting
- Police Cruiser Replacement Program
- Pump Station Equipment Replacement
- Pump Station Upgrade – River Street Force Main
- Sewer Main Replacement
- Utility Heavy Equipment
- Utility Light Equipment
- Water Main Replacement

OTHER CIP ITEMS NOT REPORTED ON – PROJECTS PENDING COMPLETION:

- Cochecho River Dredge Cell Closure: The City's Environmental Projects consultant is working to finalize the closure plan.
- Water/Sewer Main Replacement – Spaulding: No significant update. Work remains ongoing. Final completion won't occur until Turnpike Widening is fully complete, likely extending into 2021.

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) July 31, 2019

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenue	1,217,196	33,640	33,640	2.8	1,183,556	0	1,183,556	97.2
Expenditures	1,007,445	48,254	48,254	4.8	959,191	26,320	932,872	92.6
Debt Service								
Principal	205,000	0	0	-	205,000	0	205,000	100.0
Interest	4,751	0	0	-	4,751	0	4,751	100.0
	<u>(0)</u>	<u>(14,614)</u>	<u>(14,614)</u>	<u>(2)</u>	<u>14,613</u>	<u>(26,320)</u>	<u>40,933</u>	<u>(195)</u>

City of Dover

Expenditures of Major Funds

July 31, 2019

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 555,051	\$ 21,570	\$ 21,570	4.0%	\$ 533,481	\$ 274,031	\$ 259,450	46.7%
Executive	1,206,257	105,875	105,875	9.0	1,100,382	709,262	391,120	32.4
Finance	1,935,480	196,947	196,947	10.0	1,738,533	1,189,710	548,823	28.4
Planning	793,802	63,809	63,809	8.0	729,993	523,523	206,470	26.0
Misc General Government	865,586	36,002	36,002	4.0	829,584	75,644	753,940	87.1
Police	9,532,994	886,586	886,586	9.0	8,646,408	5,355,876	3,290,532	34.5
Fire & Rescue	9,821,524	860,626	860,626	9.0	8,960,898	4,842,841	4,118,057	41.9
Community Service Public Works	8,001,097	329,311	329,311	4.0	7,671,786	2,687,930	4,983,856	62.3
Recreation	2,361,663	155,281	155,281	7.0	2,206,382	902,004	1,304,377	55.2
Public Library	1,565,776	121,694	121,694	8.0	1,444,082	948,276	495,806	31.7
Public Welfare	804,876	29,120	29,120	4.0	775,756	189,572	586,185	72.8
Debt Service	12,853,698	-	-	0.0	12,853,698	38,962	12,814,736	99.7
Other Financing Sources/Uses	3,927,672	131,645	131,645	3.0	3,796,027	-	3,796,027	96.6
School	58,177,215	740,584	740,584	1.0	57,436,631	35,502,539	21,934,092	37.7
Intergovernmental	9,297,806	-	-	0.0	9,297,806	-	9,297,806	100.0
Sub-total : 1000 General Fund	\$ 121,700,497	\$ 3,679,049	\$ 3,679,049	3.0%	\$ 118,021,448	\$ 53,240,170	\$ 64,781,278	53.2%
3213 Parking Activity Fund								
Police	\$ 1,019,725	\$ 40,095	\$ 40,095	4.0%	\$ 979,630	\$ 303,453	\$ 676,177	66.3%
Sub-total : 3213 Parking Activity Fund	\$ 1,019,725	\$ 40,095	\$ 40,095	3.9%	\$ 979,630	\$ 303,453	\$ 676,177	66.3%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,155,460	\$ 19,415	\$ 19,415	2.0%	\$ 1,136,045	\$ 973,704	\$ 162,341	14.0%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,155,460	\$ 19,415	\$ 19,415	1.7%	\$ 1,136,045	\$ 973,704	\$ 162,341	14.0%
3381 McConnell Center Fund								
Recreation	\$ 933,929	\$ 29,690	\$ 29,690	3.0%	\$ 904,239	\$ 198,872	\$ 705,367	75.5%
Sub-total : 3381 McConnell Center Fund	\$ 933,929	\$ 29,690	\$ 29,690	3.2%	\$ 904,239	\$ 198,872	\$ 705,367	75.5%
3410 Recreation Special Revenue Fund								
Recreation	\$ 479,480	\$ 60,144	\$ 60,144	13.0%	\$ 419,336	\$ 116,132	\$ 303,203	63.2%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 479,480	\$ 60,144	\$ 60,144	12.5%	\$ 419,336	\$ 116,132	\$ 303,203	63.2%
5300 Water Fund								
Community Service Public Works	\$ 5,901,912	\$ 328,037	\$ 328,037	6.0%	\$ 5,573,875	\$ 1,294,115	\$ 4,279,760	72.5%
Sub-total : 5300 Water Fund	\$ 5,901,912	\$ 328,037	\$ 328,037	5.6%	\$ 5,573,875	\$ 1,294,115	\$ 4,279,760	72.5%
5320 Sewer Fund								
Community Service Public Works	\$ 8,272,046	\$ 496,939	\$ 496,939	6.0%	\$ 7,775,108	\$ 2,194,549	\$ 5,580,558	67.5%
Sub-total : 5320 Sewer Fund	\$ 8,272,046	\$ 496,939	\$ 496,939	6.0%	\$ 7,775,108	\$ 2,194,549	\$ 5,580,558	67.5%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,516,176	\$ 89,504	\$ 89,504	6.0%	\$ 1,426,672	\$ 599,400	\$ 827,273	54.6%
Sub-total : 6100 Dovernet Fund	\$ 1,516,176	\$ 89,504	\$ 89,504	5.9%	\$ 1,426,672	\$ 599,400	\$ 827,273	54.6%
Total : EXPENDITURES	\$ 140,979,225	\$ 4,742,873	\$ 4,742,873	3.4%	\$ 136,236,353	\$ 58,920,396	\$ 77,315,957	54.8%

City of Dover

Revenues of Major Funds

July 31, 2019

(General Fund Includes Property Taxes and Education Revenues)

	Budget	Range To Date	Year To Date	% Year To Date	Budget Balance	Encumbrance	Budget Available	% Uncollected
REVENUES								
1000 General Fund								
Taxes	\$ 91,306,437	\$ 1,801,010	\$ 1,801,010	2.0%	\$ 89,505,427	\$ -	\$ 89,505,427	(98.0)%
Licenses & Permits	6,648,284	507,329	507,329	8.0	6,140,955	-	6,140,955	92.4
Intergovernmental	2,329,725	189,790	189,790	8.0	2,139,935	-	2,139,935	91.9
Charges for Services	3,822,518	262,786	262,786	7.0	3,559,732	-	3,559,732	93.1
Miscellaneous Revenue	805,604	119,157	119,157	15.0	686,447	-	686,447	85.2
Education	16,237,275	14,218	14,218	0.0	16,223,057	-	16,223,057	99.9
Operating Transfers In	430,754	-	-	0.0	430,754	-	430,754	100.0
Other Financing Sources	119,900	-	-	0.0	119,900	-	119,900	100.0
Sub-total : 1000 General Fund	\$ 121,700,497	\$ 2,894,291	\$ 2,894,291	2.0%	\$ 118,806,206	\$ -	\$ 118,806,206	97.6%
3213 Parking Activity Fund								
Licenses & Permits	\$ 228,000	\$ 45,280	\$ 45,280	20.0%	182,720	\$ -	\$ 182,720	80.1%
Parking Income	610,000	76,321	76,321	13.0%	533,679	-	533,679	87.5%
Parking Fines	181,725	13,062	13,062	7.0%	168,663	-	168,663	92.8%
Other Financing Sources	0	-	-	0.0	-	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 1,019,725	\$ 134,662	\$ 134,662	13.0%	\$ 885,063	\$ -	\$ 885,063	86.8%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 11,500	\$ -	\$ -	0.0%	\$ 11,500	\$ -	\$ 11,500	100.0%
Charges for Services	1,036,082	105,956	105,956	10.0%	930,127	-	930,127	89.8%
Miscellaneous Revenue	0	56	56	0.0	(56)	-	(56)	0.0
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3320 Residential Solid Waste	\$ 1,047,582	\$ 106,011	\$ 106,011	10.0%	\$ 941,571	\$ -	\$ 941,571	89.9%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 753,885	\$ 54,910	\$ 54,910	7.0%	\$ 698,975	\$ -	\$ 698,975	92.7%
Operating Transfers In	180,044	32,218	32,218	18.0	147,826	-	147,826	82.1
Sub-total : 3381 McConnell Center	\$ 933,929	\$ 87,128	\$ 87,128	9.0%	\$ 846,802	\$ -	\$ 846,802	90.7%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 443,980	\$ 45,470	\$ 45,470	10.0%	\$ 398,510	\$ -	\$ 398,510	89.8%
Miscellaneous Revenue	15,500	105	105	0.0	15,396	-	15,396	99.3
Operating Transfers In	20,000	-	-	0.0	20,000	-	20,000	100.0
Other Financing Sources	-	-	-	0.0	0	-	0	#DIV/0!
Sub-total : 3410 Recreation Special Revenue Fund	\$ 479,480	\$ 45,574	\$ 45,574	10.0%	\$ 433,906	\$ -	\$ 433,906	90.5%
5300 Water Fund								
Intergovernmental	\$ 2,500	\$ -	\$ -	0.0%	\$ 2,500	\$ -	\$ 2,500	100.0%
Charges for Services	5,792,263	242,862	242,862	0.0	5,549,401	-	5,549,401	95.8
Miscellaneous Revenue	70,500	19,221	19,221	27.0	51,279	-	51,279	72.7
Sub-total : 5300 Water Fund	\$ 5,865,263	\$ 262,083	\$ 262,083	4.0%	\$ 5,603,180	\$ -	\$ 5,603,180	95.5%
5320 Sewer Fund								
Intergovernmental	\$ 31,974	\$ -	\$ -	0.0%	\$ 31,974	\$ -	\$ 31,974	100.0%
Charges for Services	7,569,359	375,480	375,480	5.0	7,193,879	-	7,193,879	95.0
Miscellaneous Revenue	57,000	13,813	13,813	24.0	43,187	-	43,187	75.8
Other Financing Sources	520,992	-	-	0.0	520,992	-	520,992	100.0
Sub-total : 5320 Sewer Fund	\$ 8,179,325	\$ 389,292	\$ 389,292	5.0%	\$ 7,790,033	\$ -	\$ 7,790,033	95.2%
6100 Dovernet Fund								
Charges for Services	\$ 1,343,994	\$ 75,312	\$ 75,312	6.0%	\$ 1,268,682	\$ -	\$ 1,268,682	94.4%
Miscellaneous Revenue	25,000	-	-	0.0	25,000	-	25,000	100.0
Operating Transfers In	-	-	-	0.0	0	-	0	0
Other Financing Sources	100,000	-	-	0.0	100,000	-	100,000	100.0
Sub-total : 6100 Dovernet Fund	\$ 1,468,994	\$ 75,312	\$ 75,312	5.0%	\$ 1,393,682	\$ -	\$ 1,393,682	94.9%
Total : REVENUES	\$ 140,694,795	\$ 3,994,354	\$ 3,994,354	3.0%	\$ 136,700,441	\$ -	\$ 136,700,441	97.2%

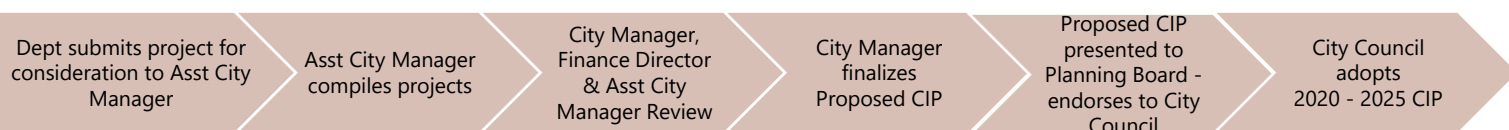
Capital Improvement Project



Amanda Howard Park Improvements



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



Responsible Department: Recreation Department

Project Coordinators: Gary Bannon, Recreation Director

June – October 2018	The Recreation Director is preparing to hold a neighborhood meeting in the next couple of weeks with the residents in this area to start the project planning process. The Director is planning for notices to go out by early next week of the meeting which is planned to be on Thursday July 12 th at 6:00 pm in the park. The Amanda Howard Park project has officially kicked off with the first neighborhood meeting held on July 12 th at the park. Over 20 people were in attendance and a lot of good ideas and visions for the park were shared with City staff. The options of what can be done are going to be determined this fall so a plan and budget can be developed and implemented in the coming year. There was a neighborhood meeting that was held in early summer on site with many area residents attending to ask questions and share their thoughts of what the park could be. There needs to be a site assessment and discussion on the potential expansion of the park area to accommodate additional features. That assessment was underway this month with the evaluation of the trees in the park. Work is underway to follow up the neighborhood meeting that was held in early summer. The site was assessed and determination of what can be done with the current crop of trees is in the works. There is discussion on the potential expansion of the park area to accommodate additional features.
Nov - December 2018	The opportunity to enlarge the park area is a good likelihood with the purchase of an abutting parcel. The parcel is going to be assessed and an offer made to the property owner if the purchase is feasible. The additional property is will allow the park to accommodate more park features so it is worth exploring this option at this time.
January 2019	The assessment of the land was completed and an offer was made to the property owner this month. The property owner is reviewing the offer and hopefully will send us a positive response which then would be sent to the City Council for approval. The additional property is will allow the park to accommodate more park features so it is worth exploring this option at this time.
February 2019	Work is underway to follow up the neighborhood meeting that was held in early summer. The site was assessed and determination of what can be done with the current crop of trees is in the works. The opportunity to enlarge the park area with the purchase of an abutting parcel is being pursued with the landowner. The assessment of the land was completed and an offer was made to the property owner this month. The property owner is reviewing the offer and hopefully will send us a positive response which then would be sent to the City Council for approval. The additional property is will allow the park to accommodate more park features so it is worth exploring this option at this time.
March 2019	No update
April 2019	No update

CIP – Central Falls Dam Repairs

May 2019	Work is underway to follow up the neighborhood meeting that was held in early summer. The site was assessed and determination of what can be done with the current crop of trees is in the works. The opportunity to enlarge the park area with the purchase of an abutting parcel was completed this month and redesign of the park is underway with that parcel included. The additional property will allow the park to accommodate more park features.
June 2019	Tree pruning and removal of some trees was undertaken this month.
July 2019	No update.

Capital Improvement Project



Cochecho Riverfront Bank Stabilization & Site Prep

Project Description: Bank Stabilization: This project focuses on the improvements to the Cochecho Riverbank, to ensure that the soil erosion that currently occurs is curtailed, and stabilized, so that development of the adjacent waterfront property can be undertaken. Site Prep: This project will focus on the improvements to the City's waterfront parcel, to create a developable site for private investment. Work includes removing the aggregate from the "bluffs" as well as raising the elevation of the parcel to mitigate impacts of sea level rise.

Dept submits project for consideration to Asst City Manager

Asst City Manager compiles projects

City Manager, Finance Director & Asst City Manager Review

City Manager finalizes Proposed CIP

Proposed CIP presented to Planning Board - endorses to City Council

City Council adopts 2020 - 2025 CIP

Responsible Department: Planning Department

Project Coordinators: Christopher Parker, Assistant City Manager / Planning Director

January – June 2018

Staff attended a pre-permitting meeting on January 11th with various state and federal permitting agencies and the city's consultants to discuss numerous environmental issues. These included shoreland stabilization design options based on the historical uses of the property and erosion issues of the riverbank during flooding events. Both structural and living shoreline designs were discussed. Several larger trees along the riverbank will be preserved during construction to provide wildlife habitat. The consultants are working to complete 75% design plans that can be used to file the required permit applications. Riverbank stabilization is in design and permit review stage. No implementation until completed. Staff met on March 1st with staff from Community Services and Recreation to plan for the construction of the stone dust path to access the public Paddlesports dock. Staff and CWDAC Chair met on March 1st with the Foster's reporter to provide background on the waterfront development efforts over the years in preparation of a future article. Staff met on March 14th with other city staff to discuss cost estimates for public improvements on the waterfront. Staff organized and attended a meeting of the Developer Review sub-committee on March 15th to review the public improvements planned for the waterfront. The CWDAC meeting was held on March 20th. Staff assisted the CWDAC Chair in the preparation of a PowerPoint presentation for the City Council workshop on March 21st to provide an update on the waterfront development process. At the March 20, 2018 CWDAC meeting, City Planner Steve Bird provided an update on the bluff excavation project after receiving the most recent information from Severino Trucking Company. The removal of soil located over the bedrock from the bluff and the placement of the soil in Maglaras Park has been completed. The blasting process ended on March 15th as required by the wetlands permit received from the state. The blasting company estimates that the blasting is about 75% complete. They will start up the blasting again late this year to finish up. They have completed placement of rip rap on the blasted ledge surface to stabilize the area. Severino has set up the rock processing operation, which will continue for at least two months. On March 28, 2018, the City Purchasing Agent sent the Request for Proposals document to the three development companies that were previously selected after an extensive RFQ process. The three companies are Cathartes of Boston, Chinburg Properties of Newmarket and Summit Land Development of Dover. The RFP submission deadline is May 24, 2018. The full membership of CWDAC will conduct interviews of the three companies in June. It is anticipated that decisions on which developers to select will be made by the end of June. Staff met with Eversource to understand the process for providing electricity to the site, at the level development will need and incorporating that into the 75% complete plans, which the short listed developers will have access to as they complete responses to the request for proposals to develop the waterfront site. The RFP submission deadline is May 24, 2018. The full membership of CWDAC will conduct interviews of the three companies in June. It is anticipated that decisions on which developers to select will be made by the end of June.

CIP – Cochecho Riverfront Bank Stabilization & Site Prep

	On May 4th staff participated in a conference call with the manufacturer of the shoreline stabilization product to learn more about it. On May 15th staff assisted in arranging for a backhoe for use in assessing the bulkhead. Staff prepared for and held the CWDAC meeting on May 15th. Two developers submitted responses to the request for proposals to develop the waterfront site on May 24th. The full membership of CWDAC will conduct interviews of the companies in June. It is anticipated that decisions on which developers to select will be made by the end of June. Staff prepared for and attended a meeting of the RFP sub-committee on May 31st. Two developers that had submitted responses to the RFP were interviewed by CWDAC on June 6th. Staff prepared for and held the CWDAC meeting on June 19th. CWDAC voted to select Cathartes as the preferred developer. Staff met with Cathartes on June 28th to begin negotiations.
July - December 2018	A CWDAC meeting was held on August 21st to review a project update. A CWDAC meeting was held on September 18th to review a project update and review park plans. A meeting was held on October 25th to review the project with representatives of Eversource, Unitil and the developer, Cathartes.
January 2019	Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Committee in its pursuit of developing the City's River Street parcel. A CWDAC meeting was held on January 29th to review and approve the Term Sheet. Staff attended a meeting on January 3rd to discuss natural gas with Unitil representatives. Staff prepared for and held meetings on January 15th and 22nd with the CWDAC sub-committee to review the term sheet.
February 2019	No regular CWDAC meeting was held in February. Staff attended a City Council workshop on the waterfront and the term sheet on February 27th. Staff attended the regular City Council meeting on February 27th at which the resolution of the term sheet was referred to a public hearing on March 13th.
March 2019	On March 7th, staff attended a pre-permitting meeting in Portsmouth with DES and ACE staff to discuss wetlands mitigation. A regular CWDAC meeting was held on March 19th, with the meeting focusing on the Remedial Action Plan. Staff attended the regular City Council meeting on March 13th at which the resolution of the term sheet was approved after a public hearing. Staff attended the March 12th Planning Board to present the lot line adjustment application for the waterfront parcel, which was approved, and the plan was recorded at the Strafford County Registry of Deeds on March 27th.
April 2019	Planning and Community Development staff continued to assist the Cochecho Waterfront Development Advisory Committee in its pursuit of developing the City's River Street parcel. On April 12th, staff attended another pre-permitting meeting in Portsmouth with DES and ACE staff to discuss wetlands mitigation. No regular CWDAC meeting was held in April. Staff met with the City Attorney on April 2nd to review the Development Agreement and discussed the same with outside attorney on April 8th. Staff met with the CWDAC Chair and a new member to bring him up to date on the project.
May 2019	No regular CWDAC meeting was held in May. Staff coordinated a review of the Remedial Action Plan with the developer's consultant and the City's consultant.
June 2019	A regular CWDAC meeting was held on June 18th with Jeff Johnstone providing an update on due diligence.
July 2019	A meeting of the Site Review CWDAC sub-committee was held on July 16th that included the developer's consultants to discuss the phase 1 geotechnical studies and site plan. Staff coordinated negotiation sessions and telephone calls with the developer's team and the City's outside attorney on June 5th, 17th and July 30th. City Planner Bird attended the June 26th City Council meeting to speak to a contract change order for the City's waterfront engineering consultant, Horsley Witten. City Planner Bird had a conference call on July 31st with the City's consultants on the NHDES Wetlands Permit application and mitigation.

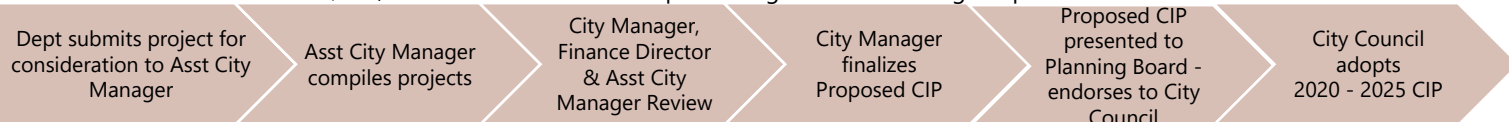
Capital Improvement Project



Conservation Funding



Project Description: Dover has a long history of protecting open land through the purchase of conservation easements. The Open Lands Committee was created to lead that effort. 100% of Current Use Penalty payments are deposited in the Conservation Fund, except for the first \$75,000 which is transferred to the General Fund to partially pay for a City Planner. Revenues have decreased in recent years as the amount of land in Current Use declines. The OLC has several land protection projects that can't proceed due to a lack of funds. The Conservation Fund balance is \$109,000. Land conservation helps to mitigate climate change impacts.



Responsible Department: Planning Department

Project Coordinators: Christopher Parker, Assistant City Manager/Planning Director

January 2019	This project is tied to the funding received through the Transfer of Development Rights Program. Currently, over \$347,000 in transfers have been invoiced. \$241,000 has been received into the fund.
February 2019	No update.
March 2019	No update.
April 2019	This project is tied to the funding received through the Transfer of Development Rights Program. Currently, over \$450,000 in transfers have been invoiced. \$347,000 has been received into the fund.
May 2019	No update.
June 2019	No update.
July 2019	This project is tied to the funding received through the Transfer of Development Rights Program. Currently, over \$650,000 in transfers have been invoiced. \$550,000 has been received into the fund.

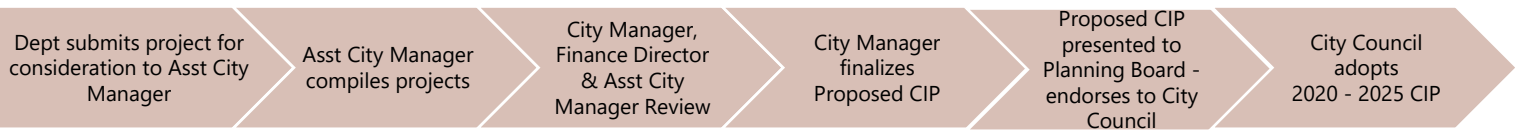
Capital Improvement Project



Downtown Wayfinding



Project Description: Project will design, fabricate, and install wayfinding/signage throughout the City. The project is a continuation of elements of the Silver Street reconstruction plan, and continues implementation of the Downtown Pedestrian and Vehicular Access Plan.



Responsible Department: Planning & Community Development Department

Project Coordinators: Christopher Parker, Assistant City Manager

January 2019	City Planner Benton continued to work with the consultant on creating a final design for the wayfinding project along Silver Street including several field visits and design sessions. In December, bid documents were drafted and have been reviewed by the Finance Department in January. City Planner Benton and consultant Gamble Design, LLC presented the Final Design for the Silver Street wayfinding project to the Transportation Advisory Committee on January 28. Bid documents are expected to go out in early February.
February 2019	City Planner Benton finalized the final design for the wayfinding and completed the bid documents with the Purchasing office and consultant. The City will go out to bid in March and ask the Council to award the bid in April. This is for the wayfinding on Silver Street which will serve as a pilot for a city-wide wayfinding effort.
March 2019	No update.
April 2019	City Planner Benton finalized the final design for the wayfinding and completed the bid documents with the Purchasing office and consultant. The City went out to bid in March and received 3 bids in April. Staff reviewed the responses and is planning on re-bidding with a slightly revised package in order to reduce the costs.
May 2019	No update.
June 2019	No update.
July 2019	City Planner Benton finalized the final design for the wayfinding and completed the bid documents with the Purchasing office and consultant. The City went out to bid in March and received 3 bids in April. Staff reviewed the responses and went back out to bid in July with a slightly revised package in order to reduce the costs. The City plans to award the bid in August. This is for the wayfinding on Silver Street which will serve as a pilot for a city-wide wayfinding effort.

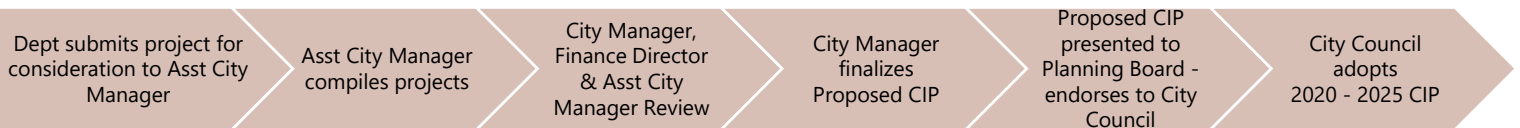
Capital Improvement Project



Medical Equipment – Cardiac Monitor/Defibrillators



Project Description: the 15 year old model Cardiac Monitors/Defibrillators on the fire engines will be unsupported for parts late 2019. This purchase would replace the 5 year old cardiac monitor defibrillators on the ambulances and move those to the fire engines. Also 2 additional CPR Assist Devices will be added to the inventory.

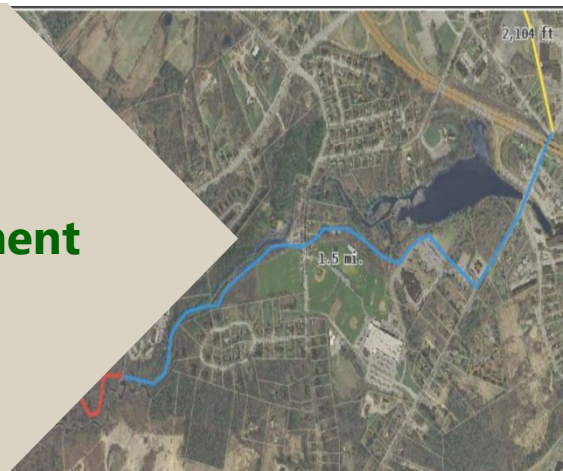


Responsible Department: Fire & Rescue Department	
Project Coordinators: Eric Hagman, Fire & Rescue Chief	
January 2019	With monies appropriated within the CIP in December, this project is in progress with two manufactures products being compared being Physio-Control and Zoll. The first look is that it appears the Zoll product has a lower cost of ownership over its ownership life of ten years (and possibly more) due to lower maintenance contract fees, as well as a simpler to use/better designed control interface. These devices will transmit 12 lead EKG cardiac rhythms to area hospitals Emergency Departments and on-call Cardiologists from the emergency scene, pace a heart to the proper rhythm when needed, and defibrillate and re-start the heart when conditions allow during a cardiac arrest.
February 2019	During February, an introduction to the Zoll X-Series Cardiac monitor/defibrillator to the four shifts by the Zoll sales representative occurred, so the shifts could compare the product against the Physio Control LifePak 15 product, of which Fire & Rescue owns 3. At first look, the Zoll product seems easier to use while providing a clearer picture of what is going on with a patient's heart. Further evaluation comparing the two products is expected to continue into March.
March 2019	Evaluation was finished, and the Zoll X-Series Cardiac monitor/defibrillator picked to be purchased in an upcoming month, to replace at least the older and suddenly unsupported Physio-Control/Stryker Cardiac monitor/defibrillator. The Zoll product is easier to use while providing a clearer picture of what is going on with a patient's heart. Further evaluation on purchasing scenarios should be completed in April.
April 2019	Pricing options between Zoll and Fire & Rescue were discussed extensively. Ultimately, Zoll provided documentation and pricing showing the NPP/League of Oregon Cities (LOC) Bid # RFP520 and agreement #VH11129 would met City purchasing requirements. By participating with the National Purchasing Partners LLC (NPP) group purchasing consortium, the City of Dover and Fire & Rescue, saved an estimated twenty thousand dollars during this purchase via the local distributor located in Chelmsford, MA, than would have been available without participating in the NPP consortium. Fire & Rescue has placed the order at the direction of the City Purchasing Agent – for 3 new X-Series manual monitor/defibrillators, 4 refurbished/like new X-Series manual monitor/defibrillators, and 10 Zoll AED (automated external defibrillators).
May 2019	All equipment has been ordered with a projected delivery occurring in July.
June 2019	No update.
July	The equipment has been received and training will be conducted in September.

Capital Improvement Project



Multi-Use Trail Development



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

Dept submits project for consideration to Asst City Manager

Asst City Manager compiles projects

City Manager, Finance Director & Asst City Manager Review

City Manager finalizes Proposed CIP

Proposed CIP presented to Planning Board - endorses to City Council

City Council adopts 2020 - 2025 CIP

Responsible Department: Planning Department

Project Coordinators: Christopher Parker, Assistant City Manager / Planning Director

January – June 2018

Assistant City Planner Benton continues to facilitate the Transportation Alternatives Program (TAP) project to expand the Community Trail with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The project is in review to be able to go out to bid for construction however easements need to be in place first so Assistant City Planner Benton and Assistant City Manager Parker are negotiating and drafting those easement documents with the assistance from the City's Legal Counsel. The project is still on schedule to be fully completed by the end of 2018. This is all part of the \$320,000 federal grant to design, engineer, and construct improvements to the Community Trail south of Fisher Street and north of Fourth Street.

The Planning Department is under negotiations with an engineering firm to complete Phase IV of the Community Trail through a second round of TAP funds. Assistant City Planner Benton and Assistant City Manager Parker met with the engineering firm on January 29th to discuss the cost proposal. The project is proposing to continue the trail from the future trailhead at Route 108 and Rutland Street to the Middle School and High School, paving a new walk way along the school fields into Bellamy Park, then behind the multi-family housing units and terminating this phase at Route 155.

Work on the third phase of the Community Trail continues as part of the Transportation Alternatives Program (TAP) project with help from CLD Consulting Engineers and the Community Trail Advisory Committee. The project is in review to be able to go out to bid for construction however easements need to be in place first. Planning Staff is working with the City Assessor to determine the value of the easements necessary to negotiate the easements. Legal Counsel has drafted those easement documents. The project is still on schedule to be fully completed by the end of 2018.

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

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

The project is still on schedule to be fully completed by the end of 2018.

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

July - December 2018

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

CIP – Multi Use Trail Development

	Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail.
January 2019	Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail.
February 2019	Work on the third phase of the Community Trail continues as the bid was awarded for appraisal services. City Planner Benton walked the locations with the appraiser. The appraisals will help to determine the value of the easements necessary to negotiate the easements. Legal Counsel has drafted those easement documents. This is all part of the \$320,000 federal grant to design, engineer, and construct improvements to the Community Trail south of Fisher Street and north of Fourth Street. Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail.
March 2019	Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail. Staff will be going to the Council with a resolution for additional funding in March and April.
April 2019	Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail. Staff will be going to the Council with a resolution for additional funding in May.
May 2019	Work on the third phase of the Community Trail continues as Planning and Community Development staff Planning Department worked with property owners to negotiate easement documents for easements needed for access and drainage in May.
June 2019	Planning Staff continue to negotiate with an engineering firm in order to ask City Council for an award of bid for Phase IV of the Community Trail. Staff went to Council with a resolution for additional funding in June and will go to request an award of bid in August.
July 2019	No update.

Capital Improvement Project



Park Infrastructure Replacement & Maintenance



Project Description: Park projects include replacing signage, increasing/replacing benches and other amenities as well as replacing and maintaining playground equipment before a complete rehabilitation is required at a greater price.

Dept submits project for consideration to Asst City Manager

Asst City Manager compiles projects

City Manager, Finance Director & Asst City Manager Review

City Manager finalizes Proposed CIP

Proposed CIP presented to Planning Board - endorses to City Council

City Council adopts 2020 - 2025 CIP

Responsible Department: Recreation Department

Project Coordinators: Gary Bannon, Recreation Director

February 2019	The Guppy Park Softball Field Area Renovation Project is planned to get underway in 2019. This project will include improvements to the lighting system, fencing, drainage and parking. This will be integrated with the potential relocation of the Skatepark to an area adjacent to the field. The planning is underway to get the design specifications together.
March 2019	No update.
April 2019	The Guppy Park Softball Field Area Renovation Project is underway. Tritex Survey of Dover has been on site this month for both the Wetlands and topographic surveys and will plan to complete the studies by early May. Estimates are being gathered for the new field lights and fencing. The field drainage and parking will also be improved. This will be integrated with the potential relocation of the Skatepark to an area adjacent to the field. The planning is underway to get the design specifications together.
May 2019	The Paddlesports dock was installed for the season early in April and has been very heavily used by Great Bay Rowing Club and UNH Crew through the month of May. The kayak launch ramp that is part of the dock is available for anyone to use. A survey of Guppy Park Softball field area was completed this month. This will allow us to start the design work on changes to that area for improved drainage. The current Skatepark will need to be moved in the coming year and the first steps in getting the site designed will be part of the Guppy Park Softball Field Project.
June 2019	No update.
July 2019	The Guppy Park Softball Field project is underway. The beginning work involves improved drainage. The current Skatepark will need to be moved in the coming year and the first steps in getting the site designed will be part of the Guppy Park Softball Field Project. A neighborhood meeting will be held in early August to gain input from the area residents. The renovation and expansion of the Pickle Ball Courts at Garrison School Park began this month and will expand the area to include 8 regulation courts.

Capital Improvement Project



South End Fire Station Improvements



Project Description: \$57,000 previous approved CIP for paving, an additional \$120,000 requested and approved to complete drainage scope now fully defined at South End Station.

Dept submits project for consideration to Asst City Manager

Asst City Manager compiles projects

City Manager, Finance Director & Asst City Manager Review

City Manager finalizes Proposed CIP.

Proposed CIP presented to Planning Board - endorses to City Council

City Council adopts 2020 - 2025 CIP

Responsible Department: Fire & Rescue Department

Project Coordinators: Eric Hagman, Fire & Rescue Chief

March – December 2018	Several years ago, funding just for a paving overlay was inserted into the CIP, as has been reported in occasional project updates. It was determined by the current fire administration team that a drainage issue exists as the station ramp slopes toward the Durham Road while the Durham Road slopes toward the station ramp. This causes water to penetrate where the two meet during winter months, into the clay base under the ramp. When the station was built 50 years ago, little thought was put into a proper base for the station ramp which explains the annual frost heave issue, and why previous paving overlays crack and break early in their life, due to the freezing cycles that occur. This scope of work developed by Gretchen will bring water drainage to a rain garden area out behind the station, with the clay removed and a proper base provided, before paving. The additional project cost is expected to be \$120,000 and is being requested for the upcoming CIP.
January 2019	With additional monies appropriated within the CIP in December, and January busy with other projects, the plan is to hopefully meet in February or early March with Community Services staff to craft the scope of work to bid out, the drainage system design that Community Services has crafted. The to be installed drainage system will mitigate the water that flows from the station toward the Durham Road, as well as the water flowing from the Durham Road toward the station ramp, which then seeps under the asphalt of the front ramp and into the 1967 era substandard clay under-bed which results in frost heaves and broken asphalt within a year or two of any new asphalt over-layment being applied.
February 2019	No update.
March 2019	No update.
April 2019	A meeting was held with representatives from Community Services, to discuss developing a scope of work document, for the drainage system install, road base repair, and paving overlay needed at the South End Fire Station. The general philosophy for the scope of work was determined which is that City Staff will oversee the project while a contractor will be hired to do the work within a short designated time frame, so that service delivery is hampered as minimally as possible.
May 2019	Community Services project planning occurred on this project with a meeting scheduled min-June, and hopefully work in July.
June 2019	Command Staff met with Community Services Superintendent Bill Boulanger and Assistant City Engineer Gretchen Young to do a walk-through of the South End Station site, for the upcoming ramp/parking lot excavation and repaving project. Identifying the scope of the project, the group also worked to ensure all associated needs would be addressed while the opportunity was there related to the excavation/repaving.

CIP – South End Station Improvements

July

Also, planning work between Fire, Community Services, Facilities & Grounds, and commercial vendors continued in July for the upcoming ramp/parking lot excavation and repaving project. In addition to resolving a long existing condition of poor drainage (resulting in continuous pavement disruption, including severe heaving in the winter), the capacity for increased parking and outside trailer storage will be realized, in addition to bringing in a new, larger water service line that will continue to serve the building in a higher capacity for years to come. Planning is also being done provide a conduit from the street for the eventual continuation of fiber optic line into the station, and the completion of a full changeover from propane to natural gas throughout the building. An existing 1,000 gallon propane tank will be removed from the rear of the building.

This project is being overseen by the City's new Facilities Project Manager, Stephanie Cartabona, and is expected to start in the week following Labor Day.

5. Workforce Focused Outcomes

“CONTINUE TO RECRUIT, RETAIN AND SUPPORT TRAINING OF EMPLOYEES AND VOLUNTEERS NECESSARY TO FULFILL SERVICE DELIVERY NEEDS OF COMMUNITY.”

Employee Anniversaries – July 2019

Employee Name	Division	Years of Service
Chapman, Thomas F	Community Services	42
Wilson, Michael T	Facilities & Grounds	36
Diesel, Sandra E	Library	32
Flanagan, Lois E	Facilities & Grounds	32
Dews, P. Alan	Community Services	27
Cormier, Todd A	Community Services	25
Hanna, E. David	Fire	25
Martinelli, David W	Police	24
Golding, David J	Fire	21
Hager, Stacey A	Community Services	21
Parker, Christopher G	Planning	21
Hultgren, Michael D	Facilities & Grounds	18
Tarmey, John A	Police	17
Dwyer, Stephen R	Police	16
Levin, Paul R	Police	16
Cleary, Emily A	Police	15
Colonna, Mark W	Facilities & Grounds	15
Croteau, Shawn A	Fire	15
Nelson, Anne N	Library	15
Heaphy Moisan, Meghan	Facilities & Grounds	14
Nunan, Kimberly J	Finance	14
Rano, Joanne M	Library	14
Dunne, Brynn L	Police	12
Dube, Michelle M	Fire	11
Grass, Ryan J	Community Services	11
Pine, Timothy	Executive	11
Cooper, Juel K	Police	9
Donovan, Jaimie S	Fire	9
Steele, Abigail E	Library	9
Collis, David J	Police	8
Labonte, Julie M	Finance	8
Thrasher, Margaret R	Library	8
Brown, Matthew F	Police	6
Courter, Andrew P	Police	5
Thunstrom, Stephen L	Fire	5
Colarusso, Anthony A	Fire	4

Employee Name	Division	Years of Service
Glidden, Keegan C	Community Services	4
Nelson, Jeffrey T	Fire	4
Nicoll, Jason R	Fire	4
Ryan, Michael E	Fire	4
Couch, Alison E	Police	3
Gaston, Susan	Public Welfare	3
Kintz, Laura A	Police	3
Wachowiak, Benjamin M	Fire	3
Jacques, Jayne J	Police	2
Martuscello, Molly	Police	2
Volpe, Michael D	Police	2
Kondrup, Killian T	Police	1
ONeil, Derek T	Police	1

JULY SEPARATIONS: 03

- 1 Finance Department
- 2 Recreation Department

JULY NEW HIRES: 07

- 1 Community Services Department
- 1 Fire
- 2 Police
- 3 Recreation

Colleen Bessette, City Manager's Assistant attended a Webinar titled 'Who Not to Hire' via the New Hampshire Municipal Association.

Two part-time parking enforcement officers began their duties during the month of July.

Ed Turgeon, (right) is a lifelong Dover resident and was a traveling jewelry salesman before retiring from that line of work.



Mike Tobichuk (Right) is a resident of Rochester and comes to the Dover Police Department from the Portsmouth Parking Authority.



From July 8-12, 2019, Detective Oake Carlson attended FBI-LEEDA Command Leadership training. This training is an intense and challenging program specifically and uniquely designed to prepare law enforcement leaders for command level positions.

From July 9-10, 2019, Sgt. Matt Travaglini, Officer Adam Gaudreault, and Officer Matt Brown attended TASER Instructor Recertification held at the Dover Police Department. This training is required every two years to keep the instructor certification.

From July 16-18, 2019, Sgt. Matt Travaglini and Assistant Communications Supervisor Nicole Moore attended Supervisor's Academy sponsored by Primex. Participants take an active role in the classroom as they learn about a broad range of immediately useful leadership topics.

On July 18, 2019, Animal Control Officer Kathy Ladisheff attended training on Removal of Dogs in Hot Cars. This training was part of the Advanced Animal Control Officer Certification.

On July 18, 2019, Mike Fenton, Diana Wingren, John Carmichael, and Lisa Crowley attended a four hour training regarding NIBRS reporting. NIBRS is an incident-based reporting system used by law enforcement agencies throughout the country to report crime data.

From July 29 to August 1, 2019, Animal Control Officer Kathy Ladisheff attended the 2019 New England Animal Control & Humane Academy conference held in Durham, NH. This week long conference is held every year and focuses on varying topics regarding all aspects of animal control.

During the month of July, 2019 multiple officers attended Intoxilyzer 9000 Recertification. This training is due every year in order to maintain certification to conduct breathalyzer tests during a DWI arrest.

On July 17th, Officer Collis attended a training hosted by Community Partners and presented

by NH State Hospital about IEAs and revocation of conditional releases.

In the first week of July, Deputy Chief of EMS Dale Spainhower and Asst Chief Michael McShane met with fire shift supervisors to discuss the training and implementation of the new Zoll Defibrillators across all 4 shifts. These new defibrillators, in addition to utilizing the latest in cardiac monitoring, defibrillation and information transmitting technology, will integrate directly with the recently purchased Zoll Autopulse CPR devices (now on 3 of the 4 DFR ambulances) and with the Zoll equipment currently being used in the primary receiving Emergency Departments within the City. Given the changeover from our current vendor of defibrillation equipment, and skill levels required to utilize the capabilities of this advanced medical equipment, care is being taken provide a high level of training and familiarity before they are put into service in September.

"Company level" training continued among the 4 shifts, in an effort to maintain a stable group of qualified operators of the various pieces of high-tech apparatus in use with Fire and Rescue. Company Level training is typically initiated by the company officers on a particular shift, as they work to manage the needs of their personnel and balance call volume, community service activities, Department-wide training, training of new Probationary firefighters and other needs, with that of the needs of their shift as a whole. Typically July and August are a little more staggered in consistency with this type of training, as firefighters and officers take summer vacations, etc. Even so, in the month of July, the following members achieved certification in fire department apparatus:

Matt Michaud – L3; Stephen Thunstrom – E8; David Corcoran – E6; Anthony Colarusso – E7.

The following members completed outside training and achieved certification in the following areas:

Ryan Chase – Confined Space Technician; Max Brown – Driver/Operator Certification

The above classes were a weeklong commitment involving both intensive classroom and practical instruction. The majority of days involved necessitates a commitment of each member's personal time in order to meet the requirements of each class.

The following employees have received promotions within the Fire & Rescue Department:

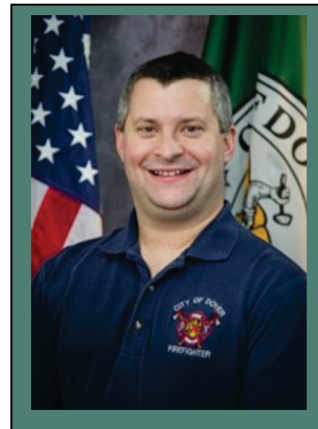
Captain Craig Chabot was promoted to Division Chief of Safety and Training



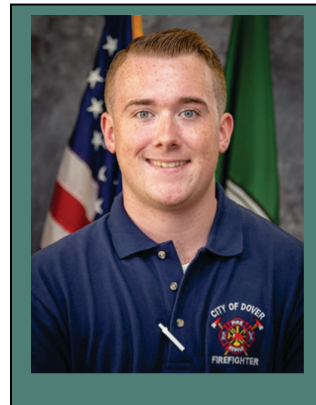
Lieutenant Keith Irwin was promoted to Captain



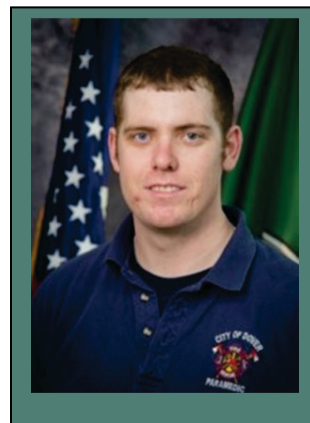
Firefighter/AEMT Mike Ferullo was promoted to Lieutenant:



Bradley Ryder was hired as a new firefighter/AEMT:



Firefighter/Paramedic Matthew McLean was awarded Engineer's reclassification:



Congratulations, gentlemen!

Thomas Chapman, Pump Station Operator III, Richard Fowler, Maintenance Mechanic III, Jamie Stevens, Pump Station Operator II, and Raymond Vermette, WWTP Supervisor, attended the PFA's and Arsenic in our Water and Wastewater course sponsored by the Granite State Rural Water Association. This course was held in Madbury, NH.

Stacey Hager, Administrative Assistant, attended the Human Resources 101 course sponsored by the University of New Hampshire. This course was held at the Pease Tradeport.

6. Sustainability-Focused Outcomes

“DEVELOP STRATEGIES AND IMPLEMENT PROGRAMS THAT ENCOURAGE THE EFFICIENT USE AND PRESERVATION OF NATURAL RESOURCES BY MUNICIPAL SERVICES AND THROUGHOUT THE COMMUNITY.”

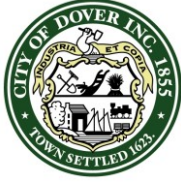
Assistant City Planner Piekut attended, and Dover partially hosted, the biannual meeting of the New England Municipal Sustainability Network. Day two of the meeting was held at the McConnell Center and featured Dover through a panel discussion regarding the waterfront redevelopment or other local topics by City Planner Steve Bird, Strafford Regional Planning Commission, Horsley Witten, and Dr. Jayne Knott of UNH. The Network then made a short walking tour of Dover, visiting the Children’s Museum of New Hampshire to discuss their solar panel installation and viewing the waterfront redevelopment site. Attendees from throughout New England stayed overnight and dined in downtown Dover.

Assistant City Planner Piekut and 2018 UNH Sustainability Fellow/Dover Planning Board member Jackson Kaspari, along with the Chair of the New London Energy Committee, presented at the annual Office of Strategic Initiatives Planning & Zoning Conference on June 1. Piekut presented on incorporating energy topics into master planning and land use regulations, and Kaspari presented on greenhouse gas and nitrogen inventories for local government operations.

On June 3, the Assistant City Manager, Assistant City Planner Piekut, and Deputy Community Services Director Bill Boulanger hosted the FIRST LEGO League “Ride the Robot” robotics club at City Hall for a discussion of City functions. The group of 3rd-5th grade Dover students had previously made contact with the Energy Commission and will remain in touch as their challenge, related to the “City Shaper” theme, is announced.

Assistant City Planner Piekut attended a meeting of the 100% Renewable Energy Gathering group at NHMA offices in Concord June 21. The event featured the City of Concord’s progress over the past year in adopting a plan to achieve their goal of 100% renewable electricity sources by 2030 and 100% renewable fuel sources throughout the community by 2050. It also featured a panel discussion with Eversource and the NH Electric Cooperative, and a presented by the Director of Sustainability for Newton, MA and former Massachusetts PUC chair regarding municipal aggregation.

Planning and Community Development Staff, along with Community Services and the Strafford Regional Planning Commission, submitted NH Coastal Resilience Municipal Planning Grant application.

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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 Gasses, Councilor Keane, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Also Present: City Manager Joyal, City Attorney Wyatt, and City Clerk Mistretta

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Mayor Weston asked the Council if they had anything they wish to change on the Agenda.

Councilor Shanahan moved to add a Dover Downtown TIF Advisory Board Report.

Deputy Mayor Carrier moved to approve the Agenda as amended; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

7. PUBLIC HEARINGS

8. CITIZEN'S FORUM

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

Margaret Fogarty, 16 Florence Street: She spoke in favor of Resolution 13.B.1.

Allison Davis, 11 Hidden Valley Drive: She spoke in favor of Resolution 13.B.1.

Councilor Shanahan moved to suspend the rules and allow a Durham resident to speak to the Council during Citizen's Forum; seconded by Councilor Thibodeaux.

Roll Call Vote: 9/0.

Sandra Yarne, 76 Madbury Road, Durham: She spoke in favor of Resolution 13.B.1.

Douglas DeDe, 143 Locust Street: He spoke in against Resolution 13.B.1., because he felt it was a feel good resolution and had no impact. He asked the Council to concentrate on issues that affect the citizens of Dover.

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Carmen Buford-Paige, 23 Clearwater Drive: She spoke in favor of Resolution 13.B.1.

Nancy Lukens, 10 Cote Drive: She spoke in favor of Resolution 13.B.1.

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

9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing, which included reports from the Legal Department and Economic Development. He started a discussion with the Council regarding how they would like to proceed with the General Sullivan Bridge. He said the City is a stakeholder. He recommended to the Council to have the Heritage Commission research this question and get back to the Council.

Mayor Weston asked for an update on the Cocheco Dam.

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

Mayor Weston referred to the Workshop, Coffee with the Council, held on Saturday, August 10, 2019, and spoke about the need for additional parking on the Washington Street Bridge.

City Manager Joyal said two issues were involved: bridge was built with federal funds which allowed for traffic and not parking, and was a significant load difference which could cause structural concerns.

Councilor Gasses asked about the Spruce Lane sidewalk project.

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

Deputy Mayor Carrier referred back to the Cocheco Dam area, and asked about a park restoration.

City Manager Joyal said there will be a citizens group working on beautifying the area.

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

Vote: 9/0.

10. APPROVAL OF MINUTES

A. July 24, 2019 – Regular Meeting

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

Vote: 9/0.

11. MAYOR'S REPORT

Mayor Weston gave an overview of events she attended the last few weeks. She said she is starting the process to set up another "Coffee with the Council" session.

She went over the qualifications for a receiving a veterans credit on property taxes, and informed citizens to contact the Tax Assessor's Office to apply.

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

Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

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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 – Dover Little Green Football, Inc.**
- 2. B18013 DESIGN SERVICES FOR COMMUNITY TRAIL EXPANSION PHASE IV**
SPONSORED BY MAYOR WESTON BY REQUEST
- 3. B20002 COMMUNITY SERVICE SECURITY WALL AND WASHBAY –**
SOURCEWELL (formerly NJPA)
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. B20010 GUPPEY PARK BALLFIELD LIGHTING SYSTEM – SOURCEWELL**
(formerly NJPA)
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. COMMITMENT FOR SHARED SAMPLING ANALYSIS STUDY COSTS WITH THE**
CITY OF ROCHESTER
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. GENERATOR MAINTENANCE SOUTHWORTH MILTON CAT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. TROJAN UV 3000 LAMPS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. EVERSOURCE NH ENERGY SAVINGS WITH AECOM FOR CITY BUILDINGS**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. RESTORATION OF MERGED LOTS (51 GLEN HILL ROAD)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. RESTORATION OF MERGED LOTS (51 GLENWOOD AVENUE)**
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

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11. RESTORATION OF MERGED LOTS (17 HILL STREET)

SPONSORED BY MAYOR WESTON BY REQUEST

12. APPROVAL OF UTILITY EASEMENT – 36 MOUNT VERNON STREET AND 71 GROVE STREET

SPONSORED BY MAYOR WESTON BY REQUEST

13. APPROVAL OF CITY OF DOVER TO FILE PETITION TO EXTEND WATER SERVICE AREA WITH THE PUBLIC UTILITIES COMMISSION

SPONSORED BY MAYOR WESTON BY REQUEST

14. APPROVAL OF OKAD OF DOVER, LLC CONSERVATION EASEMENT

SPONSORED BY MAYOR WESTON BY REQUEST

15. ADOPTION OF DOWNTOWN DOVER TIF ADVISORY BOARD OPERATING RULES

SPONSORED BY COUNCILOR SHANAHAN

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 Ciotti.

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

Deputy Mayor Carrier pulled the Appointments Committee Report.

Councilor Keane pulled Item 13.A.13.

Councilor Shanahan pulled Item 13.A.15.

Councilor Williams pulled Items 13.A.5. and 13.A.8.

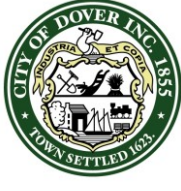
Mayor Weston asked for a roll call vote on the remaining items on the Consent Calendar.

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of 13.A.5.; seconded by Councilor Williams.

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

Roll Call Vote: 9/0.

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Deputy Mayor Carrier moved for the adoption of 13.A.8.; seconded by Councilor Williams.
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 13.A.13.; seconded by Councilor Keane.
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 13.A.15.; seconded by Councilor Shanahan.
City Manager Joyal gave an overview of the Resolution to the Council.
Vote: 9/0.

Deputy Mayor Carrier gave an overview of the Appointments Committee Report to the Council and made the following recommendations for appointments:
Norman Allie – Solid Waste Advisory Commission, alternate member
Erin Allgood – Planning Board, alternate member
Jan Nedelka – Dover Downtown TIF Advisory Board
Deputy Mayor Carrier moved to accept the Appointments Committee Report; seconded by Councilor Ciotti.
Vote: 9/0.

Councilor Shanahan gave an overview of the Dover Downtown TIF Advisory Board Report to the Council.
Deputy Mayor Carrier moved to accept the Dover Downtown TIF Advisory Board Report; seconded by Councilor Thibodeaux.
Vote: 9/0.

Councilor Keane gave an overview of the Heritage Commission Report to the Council.
Deputy Mayor Carrier moved to accept the Heritage Commission Report; seconded by Councilor Thibodeaux.
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 Keane.
Vote: 9/0.

Councilor Gasses gave an overview of the McConnell Center Advisory Committee Report to the Council.
Deputy Mayor Carrier moved to accept the McConnell Center Advisory Committee Report; seconded by Councilor Keane.
Vote: 9/0.

Councilor Shanahan gave an overview of the Ordinance Committee Report to the Council.

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Deputy Mayor Carrier moved to accept the Ordinance Committee 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 Muffett-Lipinski.

Vote: 9/0.

Councilor Keane gave an overview of the Pool Advisory Committee to the Council.

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

Vote: 9/0.

B. RESOLUTIONS

1. **CALLING ON THE U.S. GOVERNMENT TO LEAD A GLOBAL EFFORT TO PREVENT NUCLEAR WAR**

SPONSORED BY COUNCILOR SHANAHAN

Councilor Shanahan moved for its adoption; seconded by Councilor Keane.

Roll Call Vote: 8/1; Passed. Councilor Gasses was opposed.

2. **OPERATION OF SPORTS BOOK RETAIL LOCATIONS IN DOVER**

SPONSORED BY MAYOR WESTON AND COUNCILOR SHANAHAN

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

Roll Call Vote: 9/0.

3. **AMENDMENT OF FISCAL YEAR 2020 FEE SCHEDULE TO AMEND PARKING METER FEE STRUCTURE BELKNAP STREET LOT AND ORCHARD STREET LOT (REQUIRED A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)**

(TO BE REFERRED TO A PUBLIC HEARING ON AUGUST 28, 2019.)

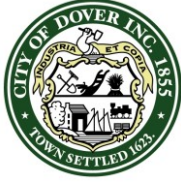
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on August 28, 2019; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

 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, August 14, 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, August 14, 2019	Meeting Time:	7:00pm
CITY COUNCIL - MINUTES											
Meeting Type:	Regular Meeting										
Meeting Location:	City Hall, Council Chambers										
Meeting Date:	Wednesday, August 14, 2019										
Meeting Time:	7:00pm										

15. COUNCIL MATTERS OF INTEREST

Councilor Thibodeaux spoke about her upcoming “Coffee with a Councilor” meeting on Saturday at The Roost.

Deputy Mayor Carrier asked about the Broadway Culvert project.
Community Services Director Storer gave an overview on the progress of the project to the Council.

Deputy Mayor Carrier spoke about the Governor’s recent visit to the Dover High School to recognize both the Seacoast Educational Endowment for Dover (SEED) and the “Grab & Go” Summer Food Program for children.

Mayor Weston referred to reports that syringes have been found at Henry Law Park, and discussed the situation with the Council.
City Manager Joyal talked about contacting the Police Department to dispose these items properly. He encouraged people to contact City officials directly and not through social media so these issues can be addressed in a timely fashion.

16. ADJOURN

Councilor Muffett-Lipinski moved to adjourn; seconded by Councilor Keane.
Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, August 14, 2019**
Meeting Time: **To follow Regular Meeting**

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 Gasses, Councilor Keane, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Also Present: City Manager Joyal, City Attorney Wyatt, 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.

6. TOPIC OF DISCUSSION

A. LIBRARY SPACE NEEDS STUDY

Library Director Beaudoin gave an overview of the Library Space Needs Study to the Council.

B. SOLID WASTE COLLECTION AND DISPOSAL SERVICE CONTRACTS

Community Services Director Storer and Recycling Center Manager Moore gave a PowerPoint presentation to the Council regarding solid waste collection and disposal service contracts

7. ADJOURNMENT

Councilor Williams moved to adjourn at 10:20 pm; seconded by Councilor Thibodeaux.
Vote: 7/0. Councilor Gasses and Councilor Muffett-Lipinski left the meeting at 9:45 pm.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.08.14 – 141**
Resolution Re: **Amendment of FY2020 Fee Schedule to Amend Parking
Meter Fee Structure Belknap St. Lot and Orchard St.
Lot**

- WHEREAS: The City Council adopted the FY2020 City of Dover Fee Schedule on March 27, 2019, and;
- WHEA: An amendment on July 24, 2019 authorized Progressive Parking Rates for on-street spaces with Resolution R-2019.07.10-118, and;
- WHEREAS: Parking regulations in the Belknap lot and Orchard Street Lot (surface spaces) had previously been designated to mirror the on-street parking rates to create turn over parking in those locations, and;
- WHEREAS: The City regulates Parking meter fees, and;

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

That the City Council authorizes changes to the Police Department section of the approved FY2020 Fee Schedule - Parking Meter Rates, to reflect amending the fee, as follows:

PARKING METER RATES:

Amend:

15 Minutes On-Street Meters; **Belknap
Lot, Orchard Street Lot (public surface
spaces unless otherwise posted) and the
Indoor Pool Lot**

**THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF
COUNCIL**

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved as to Legal Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R – 2019.08.14 – 141**
Resolution Re: **Amendment of FY2020 Fee Schedule to Amend Parking
Meter Fee Structure Belknap St. Lot and Orchard St.
Lot**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

This is a housekeeping measure based on the July 24th vote to enact Progressive Pricing for on-street spaces.

The Belknap Lot and Orchard Street lot (pubic surface spaces not otherwise posted) were previously established to mirror the on-street regulations to create additional turn over parking. The lots were not included in the July 24th resolution.



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

Check(✓) the type of application:

RAFFLE*____, TAG*____, BLOCK PARTY** X,

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

Organization Name: SEACOAST MICROBREW FESTIVAL (DBA)

Federal Tax ID number for Organization: 814551058 (BRASSERIE 83)

Check (✓) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other X

(Describe) Beer tasting festival

Contact Person: Kate Sanders Day Time Telephone: (603) 339-2094

Address: 98 PORTLAND AVE, DOVER Email: events@kate@seacoastmicrobrew-

Purpose of Permit: Allowance to charge admission and taste beer in Henry Law Fest.com

Date of Event: 9-28-19 Specific Time: 12-4P

Location of Event: Henry Law Park (lower)

*****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): lower Henry Law Park + perimeter parking spaces

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: Katherine Sanders DATE: 7-8-19

(duly authorized)

PRINTED NAME: KATHERINE SANDERS

Licensing Board Approval [Signature] Date: 8/8/19

SEACOAST MICROBREW FESTIVAL

06/30/19

Re: Seacoast Microbrew Festival, Saturday September 28, 2019
Lower Henry Law Park

Good Afternoon,

Please accept this Block Party application in regards to the 4th Annual Seacoast Microbrew Festival. We are planning to host the festival on Saturday, September 28th from 12noon to 4pm at the lower area of Henry Law Park (facility reservation attached). The festival will be a ticketed event where visitors will be able to sample small (4oz) tastes of beer from the seacoast located microbreweries, enjoy food from local vendors and listen to live local bands.

The event area of Lower Henry Law Park will be fenced in with snow fencing and monitored throughout the day by event volunteers. The breweries will serve under two large, open sided tents located on the park grounds. Visitors will be directed to park in the parking garage, the sand lot at River Street and Washington. Adjacent parking around the perimeter of River Street and Henry law Avenue will be reserved for festival vendors. There will be hired police presence through the event grounds as well as pedestrian crosswalks if necessary.

We are anticipating 1000 tickets sold for the tasting session.

Our mission with hosting this festival continues to be promoting Dover as a premiere downtown community as well as highlighting our unique local craft beer community. We hope to create another safe, fun festival to Dover and we appreciate your support

Please reach out with any questions or concerns.

Sincerely,
Kate Sanders
Event Director

98 Portland Ave
Dover NH 03820
kate@seacoastmicrobrewfest.com

(603) 339-2094



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: Annunciation Greek Orthodox Church

Federal Tax ID number for Organization: 02-0224870

Check (☒) Nature of Organization:

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

Contact Person: Rebecca Mashura Day Time Telephone: 603 978 8375

Address: 93 Locust St. Dover, NH Email: greekfestival Dover@gmail.com

Purpose of Permit: 50/50 raffle + General raffle

Date of Event: 8/30 - 8/31 2019 Specific Time: 11-10 pm Both days

Location of Event: 219 Longhill Road, Dover, NH 03820

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

Prize (s) To Be Awarded: Donated Baskets (various) + 50/50 (\$)

Cost of Ticket: \$1

Date of Drawing: 8/31/2019

Place of Drawing: 219 Longhill Road, Dover, NH 03820

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: [Signature]

DATE: 8/13/19

PRINTED NAME: Rebecca Mashura
(duly authorized)

Licensing Board Approval [Signature]

Date: 8/16/19



COI exempt.
MES

PERMIT APPLICATION CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** ☒ , ROAD TOLL*** _____,

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

Organization Name: Dover High Unified
Federal Tax ID number for Organization: 02-6-000230

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Yes I Can 5K

Contact Person: MJ Hippern Day Time Telephone: 603 767 7833

Address: 64 Victoria Dr. Somersworth NH 03888 Email: m.hippern@dover.k12.nh.us

Date of Event: 11/13/2019 Specific Time: 11:00

Location of Event (if parade, attach course description or map): Dover High School (copy enclosed)

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

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

Police Department Parade Route Approval Signature: _____

Printed Name: Sgt. Marn Speidel Check Here If Parade Route Is Attached: ☒

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

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

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

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

SIGNATURE OF APPLICANT: Mary Jean Hippern DATE: 7/11/19

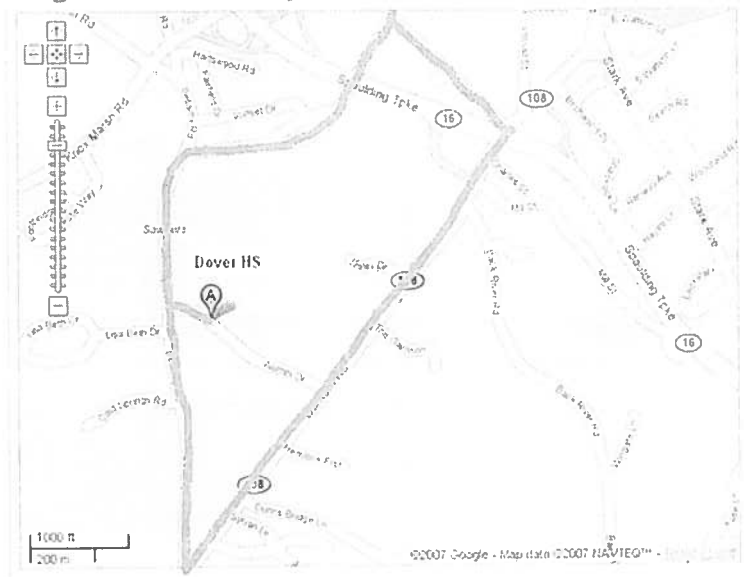
(duly authorized)

PRINTED NAME: Mary Jean Hippern

Licensing Board Approval: [Signature] Date: 8/8/19

Begin our USATF certified course
(# NH 07013RF) at Dover High
School on Alumni Drive and
continue:

- Right onto Bellamy Road
- Right onto Cataract Ave
- Right onto Rutland St
- Right onto Rte. 108
- Right onto Bellamy Road





COI required.
(MES)

PERMIT APPLICATION CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** ☒ , ROAD TOLL*** _____,

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

Organization Name: Garnison School PTA
Federal Tax ID number for Organization: 02-2972074

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): DOVER TURKEY TROT 5K

Contact Person: Kristen Caseley Day Time Telephone: 603-475-8879

Address: 49 Applevale Dr Email: kristen.caseley@gmail.com

Date of Event: 11/28/2019 Specific Time: 8:30 am

Location of Event (if parade, attach course description or map): Garnison Elementary School ✓

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

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

Police Department Parade Route Approval Signature: _____
Printed Name: Sgt. Mark Speidel Check Here If Parade Route Is Attached: ☒

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

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

Road Toll Location: _____
Police Department Road Toll Approval Signature: _____
Printed Name: _____

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

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

SIGNATURE OF APPLICANT: Kristen Caseley DATE: 6/15/2019

PRINTED NAME: Kristen Caseley
(duly authorized)

Licensing Board Approval [Signature] Date: 8/8/19

Start/Finish, and all mile markers are marked with a P-K Nail and Yellow Paint (UP = Utility Pole).

Start/Finish: On northwest side of Shaws Ln 4 ft SW of end of granite curb on opposite side, 29 ft SW of southern school driveway gate post on opposite side, and about 65 ft SW of Storm Drain on same side.

Mile 1: On north side of Riverdale Ave opposite garage door for 30 Riverdale Ave, about 30 ft E of UP (26 5 1032 18) on opposite side.

Mile 2: On southeast side of Mast Rd 6 ft SW of Mailbox for 126 Mast Rd and opposite intersection of Mast and Pondview Dr, and 19 ft 6 inches NE of UP (PSNH 23 27 14 v/z) on same side.

Mile 3: On north side of Garrison Rd 6 ft W of UP (PSNH24 5) on same side.

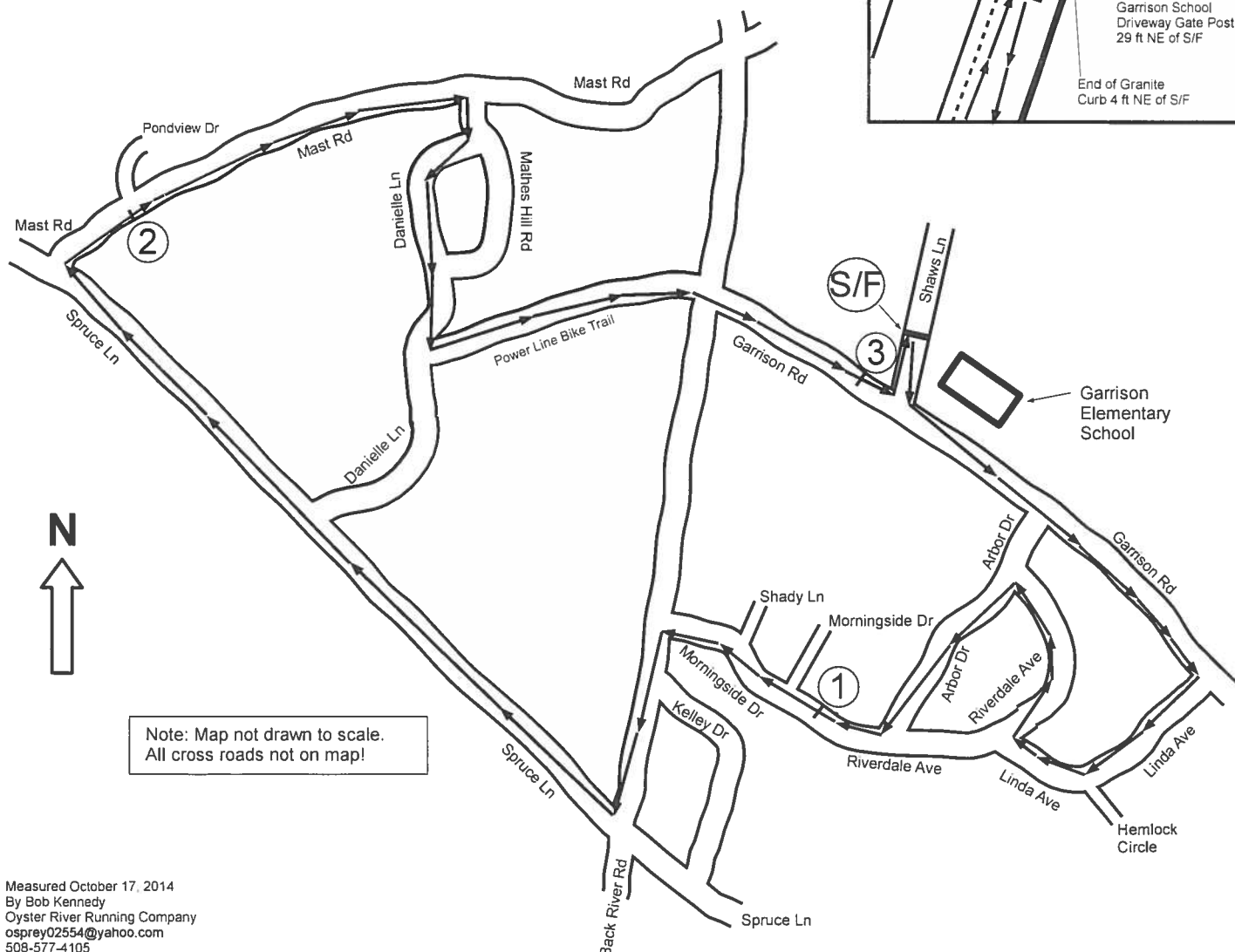


Dover Turkey Trot 5K

Dover, New Hampshire



Start/Finish (S/F) Detail



Note: Map not drawn to scale.
All cross roads not on map!



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

PARADE** _____, ROAD TOLL*** ☒

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

Organization Name: IACP Local 1312, NH MDA

Federal Tax ID number for Organization: 13-1665552 (MDA)

Check(☒) Nature of Organization:

Religious____, Educational____, Charitable ☒, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____

Name/Description of Event (if applicable): Fill the Boot Drive - road toll fundraiser

Contact Person: Brian Jacques Day Time Telephone: 603-973-9577

Address: c/o 262 Sixth Street, Dover NH Email b.jacques@dover.nh.gov

Date of Event: 9/21/19 Specific Time: 0800 - 1500

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

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

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

Police Department Parade Route Approval Signature: _____

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

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

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

Road Toll Location: OAK ST & Central Ave

Police Department Road Toll Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

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

SIGNATURE OF APPLICANT: [Signature] DATE: 8/14/19

(duly authorized)

PRINTED NAME: Brian Jacques

Licensing Board Approval [Signature] Date: 8/21/19



Muscular Dystrophy Association
mda.org

August 8, 2019

To Whom it May Concern,

The Muscular Dystrophy Association along with Dover Fire Department are requesting permission to Fill the Boot in Dover. A Fill the Boots is a fundraiser done by fire departments across the country to raise funds and awareness for the Muscular Dystrophy Association. MDA's spirited Fill the Boot campaign is an honored tradition in which thousands of dedicated fire fighters in hometowns across America hit the streets or storefronts asking pedestrians, motorists, customers and other passersby to make a donation to MDA, using their collective strength to help kids and adults live longer and grow stronger.

Funds raised through 2019 Fill the Boot events empower families with life-enhancing resources and support that open new possibilities and maximize independence so they can experience the world without any limits. In New Hampshire the MDA has over 600 families registered and provides services to them such as clinics, summer camp, equipment assistance and more.

Please do not hesitate to reach out if you have any questions or concerns. We look forward to hearing from you!

Thank you for your consideration

Sincerely,

Anna Gleason

Development Specialist
MDA of New Hampshire

TAX ID – 13-1665552

agleason@mdausa.org

office 207.854.3749
cell 207.944.3381

39 Mechanic Street, Suite 100
Westbrook, Maine 04092



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2019.08.28 – 142**
Resolution Re: B20008 Fence at Guppy Park Softball Field

WHEREAS: A Sealed Request for Proposal B20008 was issued and received for a Fence at the Guppy Park Softball Field on August 8, 2019 at 2:30 pm. A prebid meeting was conducted at the site on August 1, 2019 with five vendors attending; and

WHEREAS: Three response were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. The proposal deemed most advantageous to the city was submitted by GC/AAA Fences, Inc of Dover NH in the amount of \$41,900.00; and

WHEREAS: It is the recommendation to award as listed herein.

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 GC/AAA Fences Inc of Dover NH to provide and install a fence at the Guppy Park Softball Field at rates provided in conjunction with Bid B20008. 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
4015.1.350.45220.4715.05230.15	Guppy Park Land Improvements	350,000.00	308,660.85

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal
Form and Compliance: Joshua Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2019.08.28 – 142**

Resolution Re: B20008 Fence at Guppy Park Softball Field

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2019.08.28 – 142**
Resolution Re: B20008 Fence at Guppy Park Softball Field

RESOLUTION BACKGROUND MATERIAL:

The City of Dover requested bids for the purchase and installation of fencing as follows:

Install 465' of 12' 9ga. galvanized chain link with bottom tension wire

8' Side lines:

Install 565' of 8' ga. Galvanized chain link fence with bottom tension wire and 1-12' double swing gate

Backstop:

Install 50' of 12' 6ga. Galvanized chain link with 4' overhand and extra bracing on lower back half

All terminals and backstop posts to be set in concrete with sonotubes 5' deep

All line posts for 12' high to be driven 6' in the ground and all line posts for 8' high to be driven 4' in the ground.

Bid Information:

A Sealed Request for Proposal B20008 was issued and received for Fence at Guppy Park Softball Field on August 8, 2019 at 2:30 pm

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	63	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	2019
Recommended Award to:	GC/AAA Fences Inc	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

BID DOCUMENTS AND VENDOR LISTS



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R-2019.08.28 – 143**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce Amendment Four, Five & Six

WHEREAS: Sealed bid B00008 for city wide Inflow and Infiltration studies was received in September 2000 and was awarded via Council approval to Wright Pierce as the qualified engineering firm to perform a comprehensive Infiltration and Inflow (I & I) Study for the City of Dover; and

WHEREAS: As a follow up to the study phase of this on-going project, Wright Pierce has been utilized in the past several years via Amendments one, two and three to design corrective measures for several locations where water inflow / infiltration were identified as a problem as outlined in background section of this resolution; and

WHEREAS: The City has received Amendments four (adding to the completion timeline), five (adding \$20,700 for sewer rehabilitation of the pipe beneath the Spaulding Turnpike between Elliot Park and Mill St, and six (adding \$12,000 for Flow Monitoring to gather additional data at basins 4-3 (Charles-North), 5B (Cranbrook-Strafford-West) and 6-2 (Cocheco-Broadway)). Total cost of change orders of \$32,700.00 thereby requiring council approval.

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

The Purchasing Agent is hereby authorized to issue Amendment IV, V and VI to the existing purchase order in the amount of \$32,700.00 to Wright Pierce Engineers for additional engineering services on Phase II I&I Study and Hydraulic Modeling. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the amendment authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04570.18	Sewer I&I Mitigation	300,000.00	59,865.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal: Joshua Wyatt
Form and Compliance: City Attorney

Recorded by: Susan Mistretta
Acting City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R-2019.08.28 – 143**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce Amendment Four, Five & Six

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R-2019.08.28 – 143**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce Amendment Four, Five & Six

RESOLUTION BACKGROUND MATERIAL:

Requests for proposal (RFP) B00008 were issued and received in September 2000 to identify a qualified engineering firm to perform a comprehensive Infiltration and Inflow Study for the City of Dover. The firm of Wright Pierce from Topsham, ME was selected to undertake this important task of identifying various defective areas of the sewer system, in order of priority, where unwanted ground water was entering and corrective measures should be implemented. As a follow up to the study phase of this on-going project, Wright Pierce has been utilized in the past several years to design corrective measures for several locations where water inflow / infiltration were identified as a problem.

In August 2017 the city received a Phase II proposal from Wright Pierce which included an eight month flow monitoring period and hydraulic modeling scope. City Council approved Phase II scope of work via resolution [R-2017.08.09-097](#) in the amount of \$242,700.00.

In December 2017 the City Council approved via resolution [R-2018.01.10-001](#) a Phase II Amendment I to the agreement in the amount of \$61,400.00 for additional services in the downtown areas and near Stark Ave/Elliot Parkway intersections.

In August 2018 the City Council approved via resolution [R-2018.09.12-119](#) for Phase II Amendment II to the agreement in the amount of \$29,600.00 for additional study services including smoke testing sanitary sewer and drainage facilities along Belknap St, Elm St, Hamilton St, and Summer St.

In November 2018 the City Council approved via resolution [R-2018.11.14-149](#) for Phase II Amendment III in the amount of \$33,900.00 for additional professional wastewater engineering services for Stark Avenue and the Downtown sewer rehabilitations project.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Meet Professional Standards	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Project Completion	Estimated Delivery:	Immediately
Recommended Award	Wright Pierce	Fund:	Sewer CIP
Other Approvals Required:	State of NH Department of Environmental Services	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Continuing Project phases over \$25,000



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2019.08.28 – 144**
Resolution Re: **Approval of Agreement Between City of Dover and
Dover Youth Hockey Association**

WHEREAS: The Dover Youth Hockey Association (“DYHA”) has offered to purchase, install, and donate \$24,452.33 in materials and services for purposes of building an off-ice training area in the Dover Ice Arena;

WHEREAS: DYHA’s proposal would benefit both DYHA and the City by enhancing opportunities at the Dover Ice Arena;

WHEREAS: The parties would memorialize the donation by way of a signed Agreement, whereby DYHA would agree to pay for and install the off-ice improvements and the City would agree to accept, own, and maintain the off-ice improvements once installed.

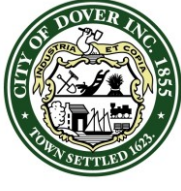
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

The City Manager is authorized to negotiate, finalize and execute an Agreement for the donation by DYHA, and acceptance by the City of Dover of, the materials and services for constructing an off-ice training area in the Dover Ice Arena; and

The City of Dover is authorized to accept the donation from the DYHA.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by:	Mayor Karen Weston By request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.8.	
Resolution Number: R – 2019.08.28 – 144 Resolution Re: Approval of Agreement Between City of Dover and Dover Youth Hockey Association		

DOCUMENT HISTORY:

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

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

RESOLUTION BACKGROUND MATERIAL:

Please see attached Proposal from Becker Arena Products, Inc. and formal request from the DYHA with presentation. By way of background, DYHA annually rents ice time at the Dover Ice Arena. The DYHA desires, as part of its charitable mission, to extend the variety of recreational activities available at the Dover Ice Arena by building an off-ice training area. The improvements would include installing the following off the current ice (conceptual diagram included in accompanying materials):

- Becker Kick Series Dasher Boards - \$14,675
- Value for Services for Installation - \$6,338
- Snipers Edge Shooting Tiles - \$1,379.87
- Shooting Tarp - \$459.98
- 16 Square Dual Density Floor guard - \$2,599.48

DYHA would expect to be allowed to use the off-ice area in connection with DYHA's purchased ice time. The agreement is being drafted to address those details.



Dover Youth Hockey Association
110 Portland Ave, Dover NH 03820

August 13, 2019

Re: DYHA Offer for Off Ice Training Facility

In accordance with the Dover Recreational Departments credo to plan, implement and support recreational opportunities that are educational and enjoyable for our community of varied ages, interests and abilities we would like to assist in the extension of activities at the Dover Ice Arena.

The Dover Youth Hockey Association Board of Directors has voted and approved the procurement of an Off Ice Training Facility to be installed at Dover Ice Arena. The total valuation of this facility provided to the Dover Recreation Depart for the Dover Ice Arena is \$25,452.33. The components are as follows:

- Becker Kick Series Dasher Boards - \$14,675
- Value for Services for Installation - \$6,338
- Snipers Edge Shooting Tiles - \$1,379.87
- Shooting Tarp - \$459.98
- 16 Square Dual Density Floor guard - \$2599.48

The Dover Youth Hockey Association is requesting that the Dover Ice Arena will support, maintain and own this structure moving forward. The Dover Youth Hockey Association is also requesting that the Dover Youth Hockey Association will have access to this facility before and after it's scheduled activities, which range between Monday and Friday from 5:00 p.m. -10:00 p.m. from Labor Day until March. All use of the facility outside of the hours mentioned above (or hours in which are not being used during that time) will be scheduled by the Dover Ice Arena for any and all activities in which it supports.

This Off Ice Facility will improve the experiences of the 230 children and associated families within the Dover Youth Hockey Association. This facility is also mutually beneficial as it provides a best in class experience at the Dover Ice Arena for all

children of varied ages, interests and skill levels across all of the activities in which the Dover Recreational Department supports.

We kindly ask for this committee to approve our valued offer of \$25,452.33 so that we can move forward with a formal agreement with the City of Dover and the procurement of the associated equipment and services listed above.

Kind Regards,

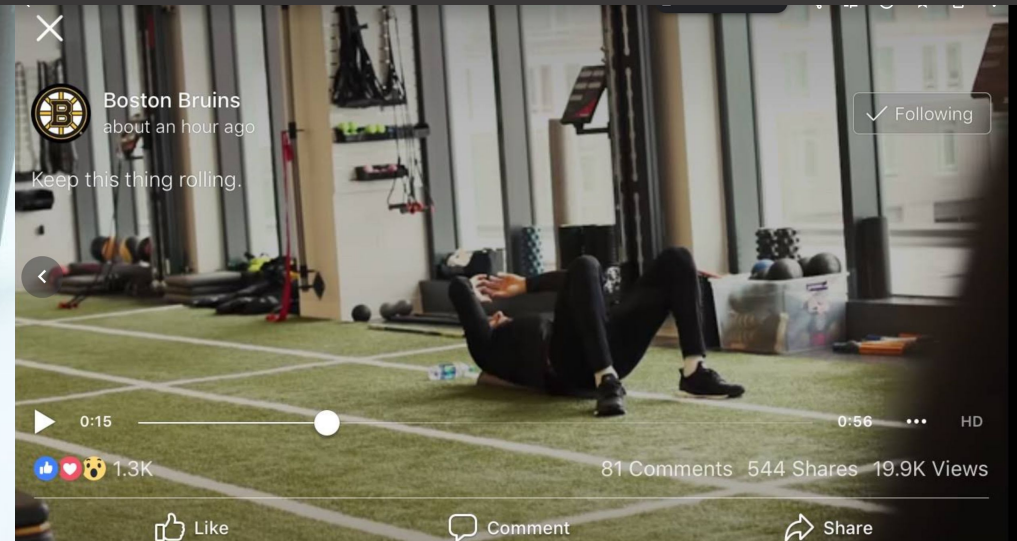
John O'Brien
President of the Board of Directors

Driving a Future of Excellence

DYHA & City of Dover Partnership
Off-Ice Facility Improvement Proposal

Why?

Developing kids in this era involves on and off-ice programs



The Need

Competitive Environment

Surrounded by For-Profit & Non-Profit Organizations



**Coming Soon
Amesbury**

Current Position

The DYHA BOARD transitioned the association into an official regional offering for both survival and growth purposes in a changing environment. DYHA is the largest purchaser of ice in Dover and in order to maintain this, we need first class offerings, facilities and a commitment to developing kids for the love of the sport.



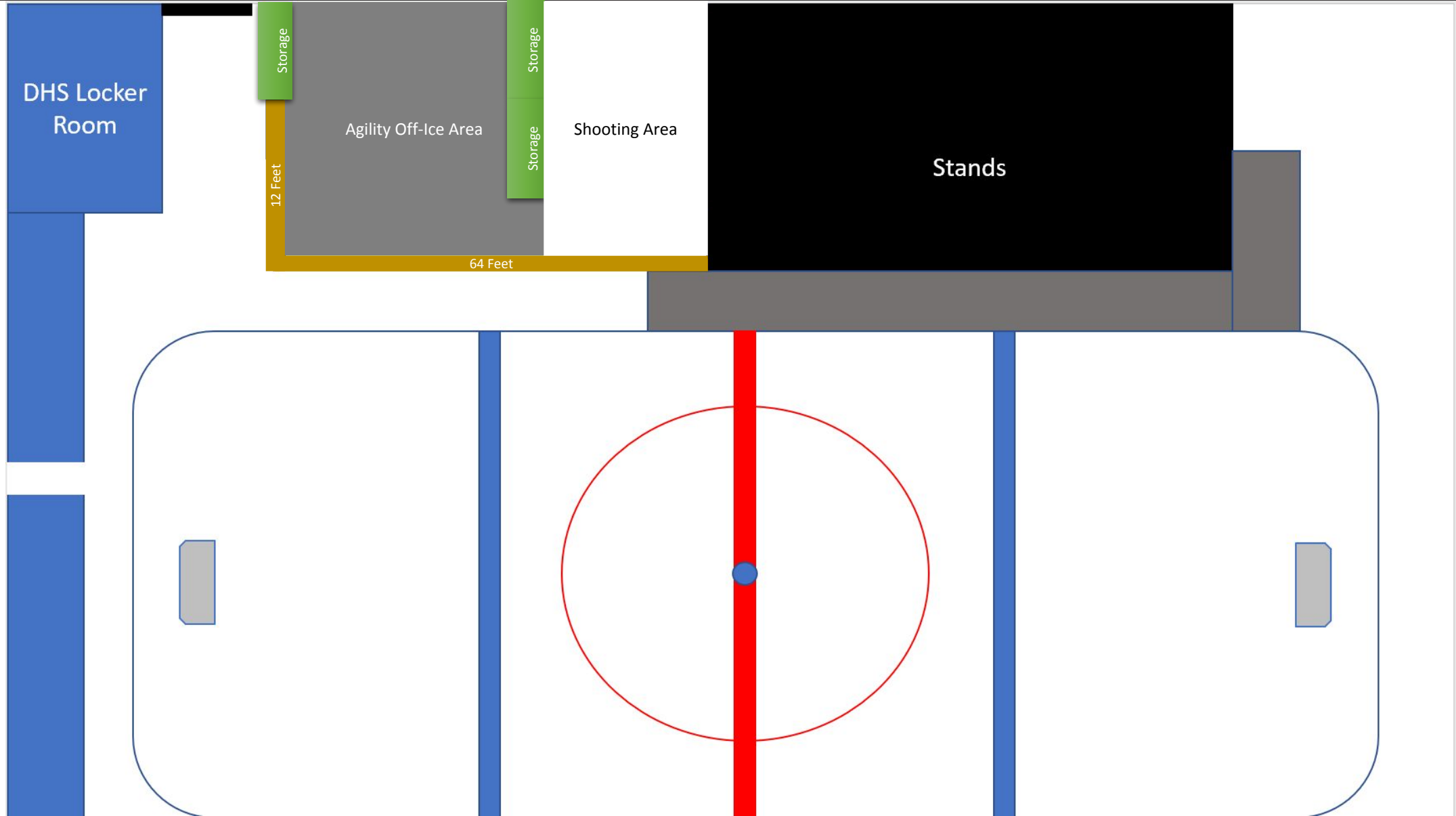
- 231 kids in program
- 1st Class Skills Provider
- Best value ice-time / cost
- Affordable fundraising opportunities



Investing in Dover

Off-Ice Training Area

Supporting ALL Dover Rink's Base Teams



Off-Ice Training Area

Supporting ALL Dover Rink's Base Teams

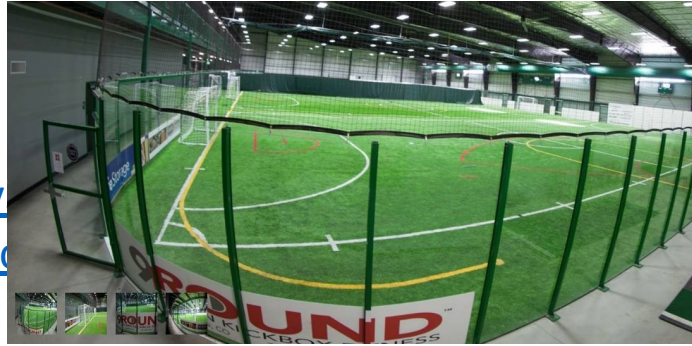


Investment

Barrier

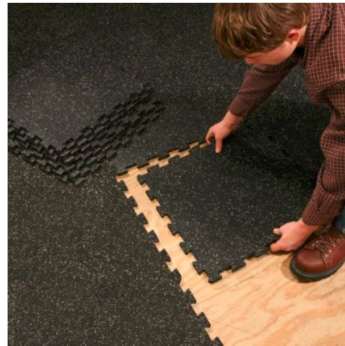
Becker Kick Series

<https://beckerarena.com/dasher-board-systems-components/soccer/kick-series-indoor-soccer-dasher-board-system.html>



Agility Area

Agility Area - [Dick's Super Interlocking Mats](#)



Shooting Area

CCM Snipers Edge - Donated
by Dick's Sporting Goods

[CCM Snipers Edge](#)



Total Anticipated Value of Product & Installation

Becker Kick Series Dasher Boards - \$14,675

Install Value - \$6,338

Snipers Edge Shooting Tiles - \$1,379.87

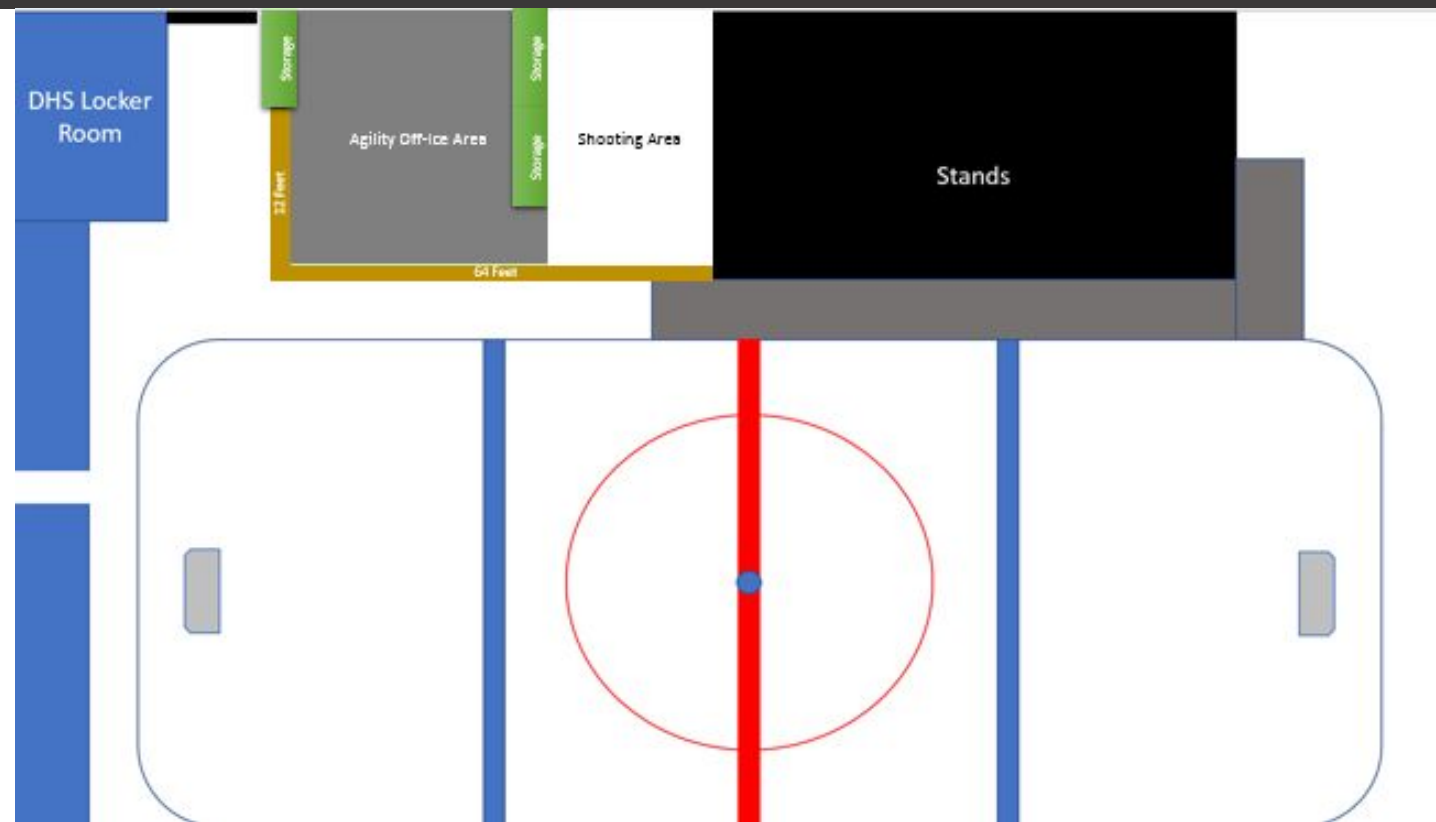
Shooting Tarp - \$459.98

16 Square Dual Density Floor guard - \$2599.48

Total Value of Offer = \$25,452.33

Off-Ice Training Area

Supporting ALL Dover Rink's Base Teams



Investment in Dover Ice Arena

Ownership = Dover Ice Arena

Maintenance = Dover Ice Arena

Liability = Dover Ice Arena

For the Sizable Product & Install, DYHA will need:

- Access to facility during scheduled Practice Times which range from Monday-Friday from 5:00PM – 10:00PM from Labor Day until March
- Any DYHA weekend scheduling of this area will be handled by the Dover Ice Arena for other activities in which is supports



Your Vision, Our Products... Furnishing Ice Rinks Since 1988

Customer #: 9367

Quotation #: 10005810

Revision #: 1

Date: August 5th, 2019

Proposal Expiration Date: August 25th, 2019

Your Sales Consultant: Robb Olexin

Prepared For:

John O'Brien
Dover Youth Hockey
4 Madison Lane
Dover, NH 03820

Project Location:

Same

Thank you for considering Becker Arena Products, Inc., we appreciate the opportunity...

Benefits of Choosing to Partner with Becker Arena Products

- A stable and reliable company since 1988
- A staff with in-depth knowledge of the industry and products
- Quality products that last
- Experienced and professional installers
- Excellent customer service
- Worry Free Projects - Guaranteed

Confidential: This document contains proprietary and confidential information that is owned and is of significant value to Becker Arena Products, Inc. No unauthorized use, disclosure or reproduction of any of this information is permitted without the prior written consent of Becker Arena Products, Inc.



Per your request we have put together a detailed project scope for your review. This scope is based on the information provided.

BAP3.0 "KICK" SERIES TEMPERED GLASS DASHER WALLS

DASHER COMPONENTS – SUPPLY ONLY (See installation option below)

One wall 64' long x 76" high

One wall 12' long x 96" high

76 lineal feet of 8' high 12mm thick x 48" wide tempered glass shields

Powder coated white steel upright posts for supporting the tempered glass

Powder coated aluminum face plates for securing the tempered glass

One (1) each 8' wide double leaf steel framed access gate with clear acrylic panels, heavy duty hinges, slide bar and cane bolt – gate leaf 8' high – matches height of adjacent panels – on the 12' wall

Drilled-in LDT concrete anchors for all support posts & gate

FREIGHT

Delivery of all materials to Dover, NH

Customer is responsible for unloading all materials

TOTAL PRICE DELIVERED ONLY	\$ 14,490.00
*SECTION 301 TARIFF SURCHARGE	\$ 185.57
TOTAL WITH TARIFF SURCHARGE	\$ 14,675.28
	Accept _____

OPTION - SUPERVISION OF INSTALLATION

Becker Arena Products, Inc. will furnish an experienced and professional supervisor that meets all requirements to be considered a Qualified Becker Arena Products, Inc. Employee or Partner. This approved supervisor will monitor and assist with the installation of the tempered glass wall described above. Price includes all labor (**Non-union labor / non prevailing wage rate**), includes all mobilization and expenses. Supervisor is furnished for 2 consecutive days at 10 hours per day.

Customer is responsible for furnishing a fork lift and the disposal of any demolition materials, scrap and packaging. Customer is also responsible for furnishing three people to assist with the installation. Customer is responsible for furnishing all tools associated with the installation (a tool list will be provided).

TOTAL PRICE SUPERVISION OF INSTALLATION	\$ 6,338.00
	Accept _____



Please Note: Taxes are the responsibility of the purchaser. Prices do not include special insurance requirements, bonding, or applicable permits and/or license fees. Prices subject to site visit and/or receipt of final construction drawings and specifications. If sales tax is applicable it will be added to the proposal totals and noted on a Contract Summary Sheet that will be sent back with your executed contract.

For International Shipments – Title and risk of loss pass to the purchaser at time of loading at our Shakopee facility.

All payment terms are based on credit approval.

Our Standard Payment terms are:

50% due upon placement of order	(\$ _____)
50% due upon delivery and installation	(\$ _____)

The above payment amounts will be filled in based on total contract price and any applicable sales tax and sent back on the Contract Summary Sheet with your executed contract.

We are looking forward to the opportunity of working with you on your project and if we can be of further assistance please do not hesitate to call.

This proposal is subject to Becker Arena Products, Inc. Standard Terms and Conditions and Limited Warranty and may be withdrawn without penalty at any time before contract execution. If accepted, please sign and return this copy to Becker Arena Products. When approved and signed by one of our officers a fully executed copy will be forwarded for your records. This proposal is subject to change, withdrawal or cancellation until accepted by you. If Becker Arena Products, Inc. have not received your acceptance within 60 days from the date hereof, this proposal shall automatically expire. Becker Arena Products, Inc. retains a security interest in all products covered in this agreement until all payment terms have been met. In addition, the purchaser agrees to sign any additional documents for Becker Arena Products, Inc. to perfect its security interest in the products.

Proposal/Contract # **10005810** is accepted with initialed options:

Purchaser Signature

Becker Arena Products, Inc.

Title

Title

Print Name

Print Name

Date

Date

Becker Arena Products, Inc. is an Equal Employment Opportunity Employer



Becker Arena Products, Inc.

STANDARD TERMS AND CONDITIONS

Dasher Components

1. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota, as applied to contracts executed in and performed wholly within the State of Minnesota.

2. Delays. Becker Arena Products, Inc. (Seller) will not be liable for any delay in the performance of orders or contracts, or in the delivery or shipment of the goods, or for any damages suffered by the Purchaser by reason of such delay, including liquidated or actual damages.

3. Arbitration. Any and all controversies or claims arising out of or relating to this contract or the performance or breach thereof shall be settled by arbitration in Minneapolis, Minnesota in accordance with the then existing rules and procedure of the American Arbitration Association.

4. Mechanic's Lien or Bond Rights. Nothing herein shall be deemed to waive or affect Seller's right to assert a mechanic's lien against the property on which the goods are installed or to make a claim against any bond. Purchaser agrees to provide any and all information requested by Seller, within three (3) calendar days, to allow Seller to preserve or effectuate its mechanic's lien or bond rights.

5. Change Orders. A change order will be required for any additional work to be performed or materials to be supplied by the Seller, which is not included in the contract or is a result of the Purchaser's failure to comply with the terms and conditions as described herein. A change order must be filled out by the Seller and signed by the Purchaser before any work commences or material is ordered and/or shipped.

6. Production Schedule, Installation Schedule, and Storage. When Seller has received and accepted the contract along with signed approval drawings and credit approval, they will have up to 16 weeks to produce and deliver the materials provided that there are no custom materials needed. Custom materials will include non-standard colors and/or materials. The Purchaser will be contacted after the receipt of the required information to coordinate a shipping date and an installation date(s). These dates will serve as the contract delivery date and will be used to schedule production, delivery, and installation. The Owner/Purchaser will be contacted 21 days prior to shipping to confirm that the site will be ready. If the Purchaser's site is not ready or will not be ready on this date, the following may occur:

DASHER COMPONENTS

- A. Seller may choose whether or not to produce the products according to its production schedule. If they produce the material on schedule, it will be stored at Becker Arena Product's location of business and storage fees will be charged to the Purchaser at the rate of US \$300 per week. All payments will be due according to the terms from the original ship date. If the Seller chooses to delay production to coincide with the new ship date, no storage fees will apply and payment will be due according to the terms from the original ship date. If contract terms are paid in full prior to shipping, the time will start from the original ship date and not the adjusted ship date.



- B. A new shipping/installation date will be coordinated with Seller's installation department and confirmed with the Purchaser. The Seller will reschedule the installation for the next available date according to the Seller's installation schedule. In some cases, the site delay may cause additional charges. This includes, but is not limited to, wages, remobilization, and equipment rental, to be paid by the Purchaser.
- C. If the Purchaser's site is not ready when the Seller's installation crew arrives, additional costs will be charged to the Purchaser. This includes, but is not limited to wages, travel, lodging, meals, equipment rental and changes in Becker Arena Product's installation schedule.
- D. Receive materials in a careful manner to avoid any damage. Prevent damage or contamination to materials by water, moisture, freezing, excessive heat, foreign matter or other causes.
- E. Work from all other trades must be complete, especially overhead trades, painting trades before installation can begin. Caution is required on site, as under no circumstances should the materials be stepped on or crushed, as this may destroy or damage the material.

Some materials are susceptible to dimensional changes due to temperature and climate conditions. It is vital that site conditions remain constant.

7. Material Check-in. (Installation supervision and supply only contracts) The Purchaser shall be responsible to verify the shipment for quantities and any damage caused from shipping for jobs that include installation supervision or are supply only. Any quantity variances and/or damage must be noted and reported to the Project Manager by filling out the Material Check-in Form and faxing it to the Project Manager. Missing/damaged items must be reported within 24 hours of receipt to receive credit. All boxes will be clearly marked by the Seller. The Ship list will clearly identify the contents and quantities of the shipment. It is the responsibility of the Purchaser to verify that all box numbers in the hardware crate are accounted for, not to open and count each individual item in a box. The Purchaser must count anything that is not boxed.

8. Material Price Escalation & De-Escalation Clause (Due to the volatility of all components of the above dasher board system) In the event that the price of any of the material(s) used in the Becker Arena Products, Inc. production of the above product increase or decrease by 3% or greater from the price used for that material(s) at the time the quote was signed, then the price for the material(s) in the contract between Becker Arena Products, Inc. and the purchaser shall be increased or decreased to reflect the additional or reduced cost to obtain that material or materials. Purchaser agrees that Becker Arena Products, Inc. shall be entitled to an adjustment to the contract price to reflect and price increases of material(s) that occur as a result of Becker Arena Products, Inc. incurring additional costs when ordering materials.



1 YEAR LIMITED WARRANTY

1. **What Is Covered By This Limited Warranty** - Becker Arena Products, Inc. ("BAP") warrants to the original purchaser ("Purchaser") that the BAP system (the "System") that is subject of this sale (a) conforms to BAP's published specifications and (b) is free from defects in material or workmanship. This warranty is not transferable by Purchaser, including any transfer by operation by law. The duration of this warranty is one year from the date of delivery to the original Purchaser. In the event of any claim of defect during the warranty period, Purchaser shall promptly notify Seller in writing of the claimed defect. Within a reasonable time after such notification Purchaser shall provide Seller full access to the products to inspect, repair, and/or replace the products in question. Seller's sole obligation shall be to correct any actual defect by repair, replacement, or adjustment as determined in Seller's sole discretion. In no event shall notification be effective if received by BAP later than 13 months from date of delivery of the Rink System. These remedies are Purchaser's **exclusive** remedies for breach of warranty. BAP is under no obligation to honor this limited warranty during any time in which Purchaser is in default in its obligations to BAP.
2. **What Is Not Covered By This Warranty** – BAP does not warrant (a) any product, component or parts not manufactured by BAP, (b) defects caused by failure to provide a suitable installation environment for the System, (c) defects caused by failure to follow BAP's System maintenance schedule, (d) damage caused by use of the System for purposes other than those for which it was designed, (e) damage caused by a disaster such as fire, flood, wind or lightening, (f) damaged caused by unauthorized attachments or modifications to the System, (g) damage during shipment, or (h) any other abuse or misuse by Purchaser or the System.
3. **Disclaimer Of Warranty** – THE FOREGOING WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE OR ANY WARRANTIES FOUND UNDER ARTICLE 35(2)(a) AND (b) OF THE UNITED NATIONS CONVENTION ON CONTRACTS FOR THE INTERNATIONAL SALE OF GOODS 1980.
4. **Limitations Of Remedies** – In no case shall BAP be liable for any special, incidental or consequential damages based upon breach of warranty, breach of contract, negligence, strict tort or any other legal theory. Such damages include, but are not limited to, loss of profits, loss of savings revenue, loss of use of System or any associated equipment, cost of capital, cost of any substitute equipment, facilities or service, downtime, the claims of third parties (including customers) and injury to property. This limitation does not apply to claims for personal injury. Some states do not allow limits on warranties or on remedies for breach in certain transactions. In such states, the limits in this Section 4 and in Section 3 above may not apply.
5. **Time Limit For Bringing Suit** – Any action for a breach of warranty must be commenced within 13 months following delivery of the System.
6. **No Other Warranties** – Unless modified in a writing signed by both parties, this agreement is understood to be the complete and exclusive agreement between the parties, superseding all prior agreements, oral or written, and all other communications between the parties relating to the subject matter of this agreement. No employee of BAP or any other party is authorized to make any warranty in addition to those made in this agreement.
7. **Allocation Of Risk** – This warranty allocates the risk of product failure between BAP and Purchaser. This allocation is recognized by both parties and is reflected in the price of the System. Purchaser acknowledges it has read this warranty, understands it and is bound by its terms.



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item #: 13.C.1.

Ordinance Number: **O – 2019.08.28 – 012**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170
Sections: 6, 8, 25, 27.1, 12, 20, 30.2, 33, 53

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 170 of the Code of the City of Dover, entitled Zoning, by updating the Code to reflect changes in the community and in land use regulations.

2. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-6 “Definitions” as follows:

“CHILD CARE HOME means an occupied SINGLE FAMILY DWELLING in which child day care is provided for less than twenty four (24) hours per day, except in emergencies. A CHILD CARE HOME is subject to the CUSTOMARY HOME OCCUPATION requirements and requires a CUSTOMARY HOME OCCUPATION Certificate of Use. There are two types of CHILD CARE HOMES, as follows:

- (1) Group CHILD CARE HOME is a child day care for seven (7) to twelve (12) preschool aged children from one or more unrelated families. The twelve (12) children shall include all children residing with the caregiver in the home, except children ten (10) years of age or older. In addition to the twelve (12) children, up to five (5) children enrolled in a full day school program may also be cared for up to five (5) hours per day on school days and all day during school holidays. Applications require Technical Review Committee review, are subject to possible Site Review and PLANNING BOARD approval per Section 149-4.~~C.3D~~ of the Site Review Regulations.
- (2) Family CHILD CARE HOME is a child day care for up to six (6) preschool aged children from one or more unrelated families. The six (6) children shall include all children residing with the caregiver in the home, except children ten (10) years of age or older. In addition to the six (6) children, up to three (3) children enrolled in a full day school program may also be cared for up to five (5) hours per day on school days and all day during school holidays. A Family CHILD CARE HOME for up to three (3) children (at any one time and not including the provider’s own children) shall not require a CUSTOMARY HOME OCCUPATION Certificate of Use and does not require Technical Review Committee review.”

AND

“PORCH AND FENCE means a private FRONTAGE set back from the front property line with an attached porch permitted to encroach beyond the BUILD TO LINES.”



CITY OF DOVER

CITY OF DOVER – ORDINANCE

Agenda Item #: 13.C.1.

Ordinance Number: **O – 2019.08.28 – 012**
Ordinance Title: Updating the Dover Zoning Ordinance
Chapter: 170
Sections: 6, 8, 25, 27.1, 12, 20, 30.2, 33, 53

3. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-8 “Zoning Map”, to read as follows:

“The location and boundaries of the Zoning Districts are hereby established as shown on a map entitled “Zoning Map of the City of Dover, New Hampshire”*, dated ~~December 9, 2009~~ September 9, 2019*, which accompanies and is hereby declared to be part of this Chapter.

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by replacing any use of the phrase “December 9, 2009” in reference to the zoning map with “September 9, 2019”.

4. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-25 “FLOODPLAIN DEVELOPMENT” subsection K (3) (c) (iii) to correct a citation within the ordinance as follows:

“Meet all standards of Subsection ~~E~~E.(1) and the elevation and anchoring requirements for MANUFACTURED HOMES in Subsections L.(3)(a) and (b).”

5. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-27.1 “Wetlands Protection District” section D(1)(a) defining a certified wetland scientists, in accordance with the State statute as follows:

“(i) A Certified Wetland Scientist is defined as: “a person who, by reason of his or her special knowledge of hydric soils, hydrophytic vegetation, and wetland hydrology acquired by course work and experience, as specified by RSA 310-A:84, II-a and II-b, is qualified to delineate wetland boundaries and prepare wetland maps; to classify wetlands; to prepare wetland function and value assessments; to design wetland mitigation; to implement wetland mitigation; to monitor wetlands functions and values; and to prepare associated reports, all in accordance with standards for identification of wetlands adopted by the New Hampshire Department of Environmental Services or the United States Army Corps of Engineers or its successor, and who has been duly certified by the board.” (RSA 310-A:76) If necessary, a botanist shall be used in conjunction with the wetlands scientist to identify wetland vegetation where required. The botanist shall have equivalent and practical experience to that of the wetlands scientist.”



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Chapter: 170
Sections: 6, 8, 25, 27.1, 12, 20, 30.2, 33, 53

6. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District” by revising the Dimensional Regulations Table in the Heritage Residential District (HR) footnote [*] as follows:

“Deviations from these requirements are permitted by Conditional Use Permit, subject to the requirements of Section 170-20.B(1), where applicable.”

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District” by revising the Dimensional Regulations Table in the Cochecho Waterfront District (CWD) footnote [3] as follows:

“[3] Any new construction along the existing CWD/R-12 zoning boundary (as described herein) shall conform to the following setbacks:

1. Structures and buildings shall be set back a minimum of seventy-five (75) feet from said boundary.
2. Pavement and parking shall be set back a minimum of twenty-five (25) feet from said boundary.

Boundary runs from the northwest corner on property line of the Tax Assessor's Map K lot 3-22-39; thence turning and running southerly until the southern property line of Tax Assessor's Map K lot 4-B, and turning and running westerly along the line 400' parallel to Henry Law Avenue, until meeting Assessor's Map 22 lot 41, running northerly to intersection with Assessor's Map 22 lot 42, and running westerly along the southern property line of said Tax Assessor's lot-22-42 for a distance of approximately 520-980 feet to the northeast corner of Tax Assessor's Map 22 lot-22-33, thence running westerly to the northeast corner of Tax Assessor's Map 22 lot 22-12.”

AND

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-12 “Applicability of Tables of Use and Dimensional Regulations By District” by replacing the Dimensional Regulations Tables in each sub-district of the Central Business District (CBD) as attached, herein.

7. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-20 “Central Business District Regulations,” revising section E “STREETSCAPE” as follows:



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E. STREETSCAPE

- (1) Sites within the CBD shall be developed so that BUILDINGs are placed at or near the STREET RIGHT-OF-WAY, along the outer edge of their sites and so as to ensure the unity of those STREET RIGHT-OF-WAYs. Furthermore, these standards establish an environment that encourages and facilitates pedestrian activity. The Sub-District Sheets, Design Guidelines, and *Dover Streetscape Standards* will serve as a reference document for many of the elements below.
- (2) General Principles and Intent
 - (a) The STREETSCAPE
 - (i) The STREET and BUILDING façade receives more attention than the rest of the BUILDING.
 - (ii) STREETSCAPE elements, such as pavers, benches and waste-bins must be consistent within a project and adjacent properties where these elements are present.
 - (iii) PUBLIC ART is encouraged.
 - a. PUBLIC ART shall be reviewed and endorsed by the Dover Arts Commission.
 - b. PUBLIC ART is a part of our public history and heritage, part of our evolving culture, reflects and reveals our society and adds meaning to our cities. PUBLIC ART should create a chronicle of our public experiences through a variety of genres and mediums.
 - (b) FRONTS AND REARS
 - (i) BUILDING facades are the public "face" of every BUILDING. Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area in front of their BUILDINGs.
 - (ii) The private, REAR portions of the LOTs allow commercial operators to utilize these spaces as efficient working environments unseen by the public and allow residents to have private and semi-private (for apartment and condominium BUILDINGs) OPEN SPACE.



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(c) OFF STREET PARKING

- (i) Parking provided for a project shall be screened from the STREET. The design of the screen shall be subject to PLANNING BOARD approval and shall use materials that are compatible with the surrounding character of the NEIGHBORHOOD and contribute to an attractive STREETScape.
- (ii) Parking shall be considered accessory and shall not be the principal use of a LOT.

(3) Minimum Standards

In addition to any regulations set forth in the CBD sub-district tables and the *Dover Streetscape Standards*, development shall follow the regulations outlined below. Subsections (a), (b), and (c) shall only apply to new construction and/or renovations that will result in a 50% or more increase in the value of the property, as determined by a licensed New Hampshire appraiser.

(a) STREET TREES/Landscaping

- (i) Each STREET shall have canopy shade trees (STREET TREES). STREET TREES shall be planted at an average spacing not greater than twenty-five (25) to thirty (30) feet on center (measured per BLOCK FACE). The planting area's minimum dimension shall be not less than five (5) feet. At planting, trees shall be two and a half (2.5) to three (3) inches in diameter (four (4) feet above grade) and shall meet the *American Nursery Standards* for HEIGHT. The tree species used shall be selected from the City of Dover's approved list of STREET TREES.
- (ii) ~~Any unpaved ground area fronting the LOTs (to the curb) shall be planted with groundcover or flowering vegetation~~ Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs, no bare ground or mulch-only areas permitted. Low Impact Development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas and maintained to ensure five foot (5') wide walkway.



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(b) SIDEWALKS

- (i) SIDEWALKS shall be made of brick or concrete and shall be a minimum of five (5) feet wide but ideally eight (8) feet wide.
- (ii) Existing surrounding sidewalk materials shall be reviewed in determining material used.

(c) STREET FURNITURE

- (i) Benches - Benches will have backs and arm rests and be accessible. See sub-district tables for spacing requirements. Benches shall be oriented to encourage social interaction, and be designed to enhance the site, not detract from it.
 - a. Benches may be exchanged for street furniture (eg chess/checker tables) where space allows.
- (ii) Waste Bins - At a minimum, one (1) waste bin will be provided at each BLOCK CORNER.
- (iii) Bike Racks – At a minimum, one (1) bike rack shall be required per non-residential project or residential projects with five (5) or more units.
- (iv) PUBLIC ART should be integrated into the design and placement of STREET FURNITURE

(d) Lighting

- (i) Materials and equipment chosen for lighting fixtures should be durable, energy efficient, and weather well. Appropriate lighting is desirable for nighttime visibility, crime deterrence, and decoration. However, lighting that is too bright or intense creates glare, hinders night vision, and creates light pollution.
- (ii) At the front of the BUILDING, exterior lights shall be mounted between six (6) feet and fourteen (14) feet above the adjacent grade.
- (iii) Floodlights or directional lights may be used to illuminate parking garages and working (maintenance) areas but must be shielded or aimed in such a way that they do not shine into other LOTs, or the STREET. Floodlighting shall not be used to illuminate BUILDING walls (i.e. no up-lighting), except in the TOD sub-district.



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- (iv) Site lighting shall be of a design and HEIGHT so as to illuminate only the LOT.
 - (v) No flashing, traveling, animated, or intermittent lighting shall be visible from the STREET on the exterior of any BUILDING, whether such lighting is of temporary or long-term duration.
- (e) Mechanical Equipment
- (i) The following shall not be stored or located within any STREET, and be screened from view from the STREET: Air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and the like may not be stored or located within any area considered a FRONT YARD under this Code.
 - (ii) Roof mounted equipment shall be screened from view from the STREET.

8. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-20 “Central Business District Regulations” revising section F “Architectural Standards” as follows:

F. Architectural Standards

The following standards ~~are optional including those (except where noted on sub-district sheets,) and may be utilized by the APPLICANT. An APPLICANT’s election not to submit architectural standards shall not adversely prejudice the application.~~

(1) General Principles and Intent

(a) Tradition

- (i) These standards favor BUILDINGS that are traditional in design in a broad sense. They specify an architectural language of load-bearing walls and regional materials that help define BUILDING base and cornice. These standards encourage details, such as column and pier spacing, window proportions, entry level, roof or cornice configurations, storefronts, and overhangs.
- (ii) The intent behind these standards is to reinforce the existing character and historic nature of Dover’s central business district. However, modern



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BUILDINGs that are sensitive to that character and their adjacent context may be permitted as well

- (iii) All BUILDING materials to be used shall express their specific properties. For example, stronger and heavier materials (masonry) support lighter materials (wood).

(b) Energy Efficiency and Environmental Conservation

- (i) LEED (Leadership in Energy and Environmental Design) standards, or an equivalent standard (or such others as may succeed them), are encouraged to be incorporated into the BUILDING design.

(c) PUBLIC SPACE

- (i) Many of these standards apply only in conditions that enhance and define the PUBLIC SPACE. These controls concentrate on the PUBLIC SPACE/views from the PUBLIC SPACE and minimize interference in the private realm.

(2) BUILDING Walls (Exterior)

- (a) BUILDING walls should reflect and complement the traditional materials and techniques of Dover’s architecture. They should express the construction techniques and structural constraints of traditional, long-lasting, BUILDING materials. Simple configurations and solid craftsmanship are favored over complexity and ostentation in BUILDING form and the articulation of details. All BUILDING materials to be used shall express their specific properties. For example, heavier more permanent materials (masonry) support lighter materials (wood)-, yet architectural detail shall be present throughout the building face horizontally and/or vertically rather than just on the first twenty feet (20’) from the ground.
- (b) BUILDING materials shall be context sensitive and shall reflect a consistency to be found within the sub-district.
 - (i) Brick, stone or masonry BUILDING materials are ~~encouraged~~ expected for exterior walls.

(3) Roofs and PARAPETs

- (a) Roofs and PARAPETs should demonstrate a commonsense recognition of the climate by utilizing appropriate pitch, drainage, and materials.



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- (b) BUILDINGS without visible roof surfaces and overhanging eaves may have a cornice projecting horizontally between six (6) and twelve (12) inches beyond the BUILDING walls. For BUILDINGS three stories or taller, the cornice projection shall increase an additional six (6) and twelve (12) inches per STORY.
- (c) Skylights and roof vents are permitted only on the roof plane opposite the primary STREET or when shielded from the STREET view by the BUILDING's PARAPET wall. If a glass roof form is a primary design feature of a building it shall be considered in regard to the architectural design guidelines as part of the building elevations rather than a skylight.
- (d) Overly elaborate, "postmodern" and/or "high-tech" designs are discouraged, where in conflict with existing architecture. However, ornamentation which contributes to the character of the BUILDING is encouraged. BUILDING designs need to reflect the adjacent massing. Ornamentation should be consistent with that used in the NEIGHBORHOOD of BUILDINGS to reinforce the fabric and richness of the community.
- (e) Green roof technologies are encouraged in all districts. Use of this technology to cover thirty percent (30%) of the roof is required on commercial and mixed-use structures over 25,000 square feet in the CBD. Vegetative cover should be considered for flat roofs and solar panels should be considered for integration into pitched roof roofed STRUCTURES. Roofs that contain gardens or plants must be maintained per the approved maintenance agreement.
- (f) Solar panels are desirable citywide.
 - i. In the CBD all buildings must be solar ready.
 - ii. Commercial and mixed-use buildings that are 25,000 sq ft or more must incorporate solar panels.
 - iii. Solar panels must be presented in an aesthetically pleasing pattern.

(4) STREET WALLS

- (a) STREET WALLS establish a clear edge to the STREET in locations where the BUILDINGS do not. The CBD requirements include masonry walls that define outdoor spaces and separate the STREET from the private realm (parking LOTS, trash cans, gardens, and equipment). All STREET WALL façades shall be as carefully designed as



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the BUILDING façade, with the finished side out, i.e. the “better” side facing the STREET.

(5) Windows and Doors

- (a) Windows should be divided by multiple, vertical panes of glass. This helps the window “hold” the surface of the façade, rather than appearing like a “hole” in the wall (an effect produced by a large single, horizontal sheet of glass).
- (b) PRINCIPAL BUILDING entrances shall be clearly visible from the primary front STREET and create a safe and inviting space.

9. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-30.2 “Application Procedures” by revising the listed fees and referring to the Fee Schedule as follows:

D. Fees.

- (1) A filing fee ~~of fifty dollars (\$50.00)~~ as contained within the Fee Schedule plus ABUTTER notification postage shall be paid upon submission of an application, to defray the costs of posting notice for the public hearing. Failure to pay such cost shall constitute grounds for the PLANNING BOARD to not accept the application.
- (2) A permit fee as contained within the Fee Schedule ~~of seventy-five dollars (\$75.00)~~ shall be paid upon the issuance of a permit, to defray the costs of permit compliance.
- (3) A fee payable to the Strafford County Register of Deeds (SCRD) shall be paid upon approval, for the filing of any new plan, if so required by the PLANNING BOARD.
- (4) Additional reasonable fees shall be charged should the PLANNING BOARD require the advice of an engineer or other expert to review plans or inspect the site to determine permit compliance.”

10. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-33 “FENCE Review and Regulations”, by revising Section C as follows:



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“C. Exceptions. The provisions described in Subsection A shall not apply in Industrial (I-2), Restricted Industrial (I-1), Thoroughfare Business (B-3), Central Business (CBD), OFFICE (O), and Cochecho Waterfront (CWD) Zoning Districts, or whenever the ZONING BOARD OF ADJUSTMENT, as a condition attached to the granting of a variance or special exception to this Chapter, requires for screening purposes a FENCE exceeding ~~six-eight~~ (68) feet.”

11. AMENDMENT

Chapter 170 of the Code of the City of Dover, entitled Zoning, is hereby amended by revising Chapter 170-53 “Amendment Procedure” by revising Section E, subsection 7 as follows:

“(7) A non-refundable fee as contained within the Fee Schedule ~~in the fifty dollars (\$50.00)~~ to cover the cost of the newspaper notice, and a non-refundable fee as contained within the Fee Schedule ~~of one dollar (\$1.00)~~ per landowner and ABUTTER required to be notified per Section D (2).”

12. TAKES EFFECT

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

PUBLIC HEARING REQUIRED

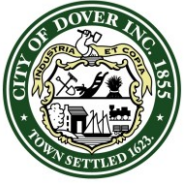
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor Dennis Ciotti (Ward 2)
Planning Board Representative

Approved as to Legal Form
and Compliance: Joshua M. Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER – ORDINANCE Agenda Item #: 13.C.1. Ordinance Number: O – 2019.08.28 – 012 Ordinance Title: Updating the Dover Zoning Ordinance Chapter: 170 Sections: 6, 8, 25, 27.1, 12, 20, 30.2, 33, 53
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DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

These amendments provided to the Council for ratification are derived from suggestions raised by General Code, as part of the migration to its Code/Ordinance management system. In addition, the Planning Board responded to community concerns regarding the architecture in downtown Dover. After working with the public, a steering committee and a consultant, amendments to the ordinance were developed, including updates to the use and dimensional tables. These tables are referenced in amendment 6 and attached herein.

Also included in the background is the required report of findings to the Board, and a copy of the letter mailed to each property owner in Dover. After public hearings in February, the Planning Board adopted corresponding amendments to the Site and Subdivision Regulations on February 26, 2019.



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Amendment #	Section	Summary	Why
2	170-6	Amend definitions for Child Care Home and Porch and Fence	Correct a reference to a section in the site regs, and update definition – As recommended by General Code
3	170-8	Update the date of the Zoning Map to match codification	For consistency. *Date will reflect the ratification date. The reference to “September __, 2019” is a placeholder intended to reflect the future date of any City Council approval and ratification of the foregoing.
4	170-25	Correct Floodplain Development reference	Correct a reference to a section in the ordinance – As recommended by General Code
5	170-27.1	Revise the definition of Certified Wetlands Scientist to meet state statute	Adding language per RSA 310-A:76 – As recommended by General Code
6	170-12	Complete footnote on HR table, update CWD footnotes, replace the CBD tables with updated ones	Footnote is missing a final clause, extend buffer protections in CWD, and coordinate with Arch. Design Standards into tables.
7	170-20	Update the streetscape requirements	Updates to public art and aesthetics requirements
8	170-20	Update architectural guidelines for downtown buildings to standards	Strengthen architectural requirements, especially at ground floor level, adding provisions for solar ready and green roof technologies
9	170-30.2	Amend the listed fees to refer to the Fee Schedule	Locate all fees in one location – As recommended by General Code
10	170-33	Revise the height of fences from 6 to 8 feet	To be consistent with the height allowed in all sections – As recommended by General Code.
11	170-53	Amend the listed fees to refer to the Fee Schedule	Locate all fees in one location – As recommended by General Code

The Planning Board created a steering committee in the summer of 2018 to review the existing architectural design guidelines in hopes of using grant funding from PlanNH to update the guidelines into Standards. Over the fall and winter the consultant, Resiliency Planning, worked to draft language, which was presented as a first draft to the Planning Board on February 26, 2019. The Steering Committee and consultant revised language in March, presenting an updated draft to the Board on April 9, 2019. On May 14th the Planning Board posted the amendments, making them temporarily the legal requirements. This triggered staff to mail the attached letter to all property owners encouraging attendance at two public hearings (June 11 and 25). Two residents attended and provided feedback, which was incorporated into the amendments, which were finally adopted after a third public hearing on July 23.



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The Planning Board unanimously adopted amendments. Per Chapter 170 section 53 G, the City Council now holds a public hearing, and review of the amendments. It may adopt the amendments as a whole, or separate the elements into 10 separate votes. As the amendments are comprehensive in nature, the Council may WAIVE a second letter to all property owners, by majority vote. The Council may overturn the amendments, via a vote of not less than two-thirds (2/3) of its membership present and voting.

To: Dover City Council
From: Christopher Parker, AICP
CC: J. Michael Joyal, City Manager
Dover Planning Board
Date: August 15, 2019
Re: Zoning Amendments

ISSUE:

On July 23, 2019, the Planning Board unanimously approved 10 amendments to the City's Zoning Ordinance, Chapter 170.

INTENT:

This memo will briefly describe the findings of the Planning Board and ensure compliance with Chapter 170-53(F) of the Code.

GOALS:

The proposed zoning amendments must meet certain criteria for the Planning Board to support their adoption. This memo reviews the report criteria laid out in Chapter 170 to explain the findings of the Planning Board.

PROCESS:

The Planning Board and staff prepared a set of amendments in response to a list of areas of the Zoning Code the Board selected at its January 8th goal setting session.

The Planning Board posted the amendments after consideration on May 14, 2019. It held public hearings on June 11, 25 and July 23 2019. The Board unanimously approved the amendments at the conclusion of the July 23rd hearing and forwarded them to the City Council for ratification.

ATTACHMENTS:

- Property Owner Letter
- New tables for Central Business District

As per section 170-53(F), the Planning Board shall provide to the City Council a report on each proposed amendment that has been proposed and endorsed by it. This report shall include the Board's findings and recommendations on the following:

The consistency of the proposed amendments with the Master Plan;

The 2015 update to the City's Land Use Chapter of its Master Plan is entitled "It's All About Tomorrow." This chapter guides zoning amendment development. Amendments 7 and 8 and a portion of 6 promotes development in the urban core, connected with recommendation LU1.2.

The consistency of the proposed amendment with other plans, studies, or technical reports prepared by or for the Board and the City;

The proposed amendments do not conflict with any other plans, studies or technical reports. It should be noted that Amendments 2, 4-6 and 9 -11 relative to housekeeping items area consistent with the recommendation of General Code for migration to its code maintenance system.

The effect of the proposed amendment on the City's municipal services and capital facilities as described in the Capital Improvements Program;

There is no conflict with the Capital Improvements Program within the proposed amendments.

The effect of the proposed amendment on the natural, environment, and historical resources of the City;

In promoting contextually sensitive development, the amendments will increase the level of protection of the City's heritage and character. Furthermore, amendments 4 and 5 add clarity to the Floodplain and wetlands regulations.

The effect of the proposed amendment on neighborhood including the extent to which nonconformities will be created or eliminated;

The non-housekeeping changes are designed to enhance community character and promote connectivity to the existing built environment. No non-conformities are expected.

The effect of the proposed amendment on the City's economy and fiscal resources; and

Amendments 7 and 8 are intended to strengthen the built environment, which will in part fuel the local economy.

The recommendation of the Planning Board relative to whether the proposed amendment should be adopted or rejected, and any recommendations for modifications to the proposed amendment.

The Planning Board unanimously approved the amendments and hereby submits them to the City Council for ratification.

CBD Transit Oriented Development Sub-District

The information included in this table represents the requirements for development in this sub-district; see Section 170-20 for additional requirements (Adopted ____, Amended ____).



STATEMENT OF PURPOSE

This is an area ripe for redevelopment. This area west of Chestnut Street was once the home of coal yards, warehouses, and other supporting structures for the rail line that passes through it. The rail line will be the key to its future success as well. In combination with the associated transportation center, transportation is the key to future development here. It is envisioned that this could be an area of very dense development along the banks of the Cochecho River. A wide variety of uses is intended here, with residences dominating upper levels, and retail and commercial activity dominating lower levels.

DIMENSIONAL REGULATIONS*

Principal Building	
Lot Size	N/A
Lot Coverage	75%-100%
Frontage Build-Out	80% min.
Front Primary BUILD TO LINE	0 ft. min - 0 ft. max
Front Secondary BUILD TO LINE	0 ft. min - 0 ft. max
Side Setback	10 ft. min, 25 ft max
Rear Setback	0 ft. min, 25 ft. max
Outbuilding	
Front Setback	Not permitted
Side Setback	Not permitted
Rear Setback	Not permitted
Private Frontages	
Common Yard	Not permitted
Porch and Fence	Not permitted
Terrace/Lightwell	Not permitted
Stoop	Permitted
Shopfront/Awning	Permitted
Gallery	Permitted
Height of Building	
Principal Building	5 story max, 3 story min
Outbuilding/Accessory	Not permitted

*CUP (170-20B) may be used to adjust standards.

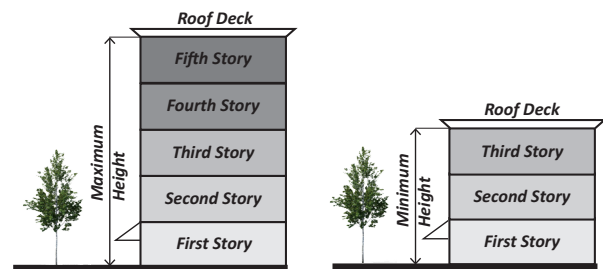
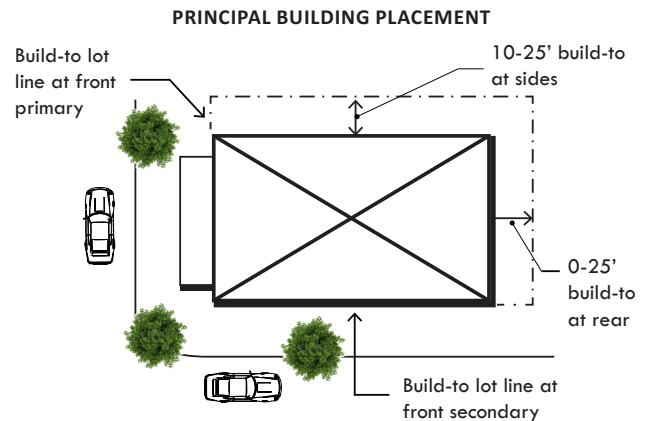
PARKING LOCATION STANDARDS (SEE 149-14)

New construction resulting in additional square footage, or an increase in residential units, must comply with parking standards for the new portion of the building only.

PERMITTED USES*

Use	
Residential	Permitted but not on Ground Floor, except as existing use
Lodging	Permitted
Professional Services & Offices	Permitted
Eating & Drinking Establishments	Permitted
Retail/Personal Services	Permitted
Industrial	Not permitted
Civic	Permitted
Drive-Thru Services	Not permitted
Other	Via Conditional Use Permit

*CUP (170-20B) may be used to adjust standards.



SIGN REGULATIONS

Sign Size & Quantity	
Total signs permitted	2
Total area of all signs	1 sf per lf of frontage- area may be increased if mill motif is adhere to
Sign Type	
Freestanding	Not permitted
Projecting	Permitted- 10 ft. min. above sidewalk, 25 ft. max height, 24 sq. ft. max.
Wall/Awning	Permitted- 40 sq. ft. max.
Temporary	Permitted per- 170-32.Q (1)

ARCHITECTURAL STANDARDS*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Buildings designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single family and multifamily uses. Architectural Standards are not intended to stifle creativity or variety, but produce designs respectful of place and context. **For more information, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

The following **Architectural Standards** must apply for a residential building with 5 units or more and all mixed use/non-residential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- No more than 80% of any street façade shall be for parking.
- The use of ground floor exterior lighting on the building should offer a feeling of warm security and increase safety for pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Building design shall enhance the pedestrian environment and streetscape.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Solar/Green Roof Standard:
 - All buildings must be solar ready
 - Commercial and mixed use buildings that are 25,000 sq ft or more must also incorporate solar panels and a green roof on at least 30 percent of the roof area.

Optional Standards:

- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Energy efficient design techniques, LEED standards, or an equivalent standard are encouraged.
- Other integrated green infrastructure elements are encouraged.

**CUP (170-20B) may be used to adjust standards.*

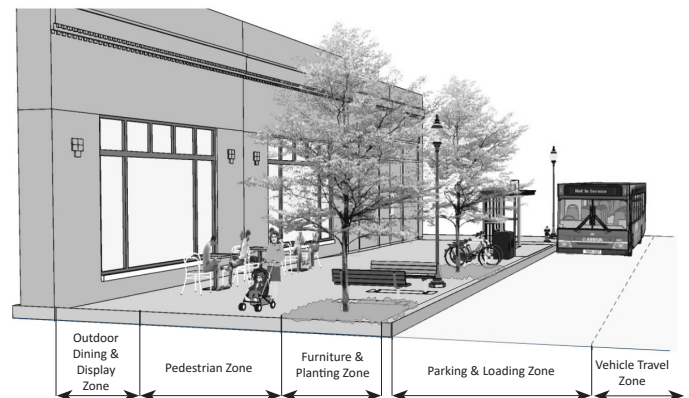
STREETSCAPE STANDARDS

Streetscape standards were crafted to ensure streets in transportation oriented, mixed use areas of the CBD accommodate pedestrians and bicyclists and facilitate alternative transportation travel. All street elements must be consistent with Dover Streetscape and Landscape Standards. **For more information on streetscape standards, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

- Sidewalks shall be brick and a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs, no bare ground permitted. Low Impact Development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas and be maintained to ensure 5 feet wide walkways.
- Projects shall be designed to maintain and enhance, the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
- Street furniture shall, at a minimum, be provided as follows:
 - 1 bench for every 75 feet of frontage.
 - At least 1 waste bin at each block corner.
 - At least 1 bike rack per project plus 10% of the parking spaces provided for bike storage.
- Lighting and mechanical equipment standards per 170-20(E)(3)(d).

**CUP (170-20B) may be used to adjust standards.*

STREETSCAPE ELEMENTS



ADULT BOOKSTORE, VIDEO STORE, OR CABARET

These uses are subject to the following conditions:

- An Adult Bookstore, Video Store or Cabaret shall be at least 500 feet from a parcel of land containing an existing residential use.
- An Adult Bookstore, Video Store or Cabaret shall be at least 1000 feet from a parcel of land containing a school, church, community park or public recreational area.
- No adult Bookstore, Video Store or Cabaret shall be permitted within 1000 ft. of an existing similar use.
- The proposed use shall comply with all other state statutes, and city ordinances and codes.

CBD Downtown Gateway Sub-District

The information included in this table represents the requirements for development in this sub-district, see Section 170-20 for additional requirements (Adopted ____, Amended ____).



STATEMENT OF PURPOSE

A gateway is an area that marks a transition point where you move from one existing condition to another. In terms of land use, Gateways generally indicate transition points from a less developed area (the highway, the rural landscape, etc.) to a more formal, densely developed urban core (multi-story buildings, civic buildings, etc.). In Dover the primary Downtown Gateways (Central Avenue north and south of the downtown core, Broadway, and Portland Avenue) are generally dominated by commercial activity, with buildings of a lower height than those located downtown. Some residual residential activity occurs occasionally as stand-alone buildings, but frequently residential activity is located above ground floor commercial uses. A modest distance between the building and the street exists, with a fair amount of landscaping.

DIMENSIONAL REGULATIONS*

Principal Building	
Lot Size	N/A
Lot Coverage	50%
Frontage Build-Out	60% min.
Front Primary BUILD TO LINE	5 ft. min - 20 ft. max
Front Secondary BUILD TO LINE	5 ft. min - 20 ft. max
Side Setback	5 ft. min
Rear Setback	0 ft. min
Outbuilding	
Front Setback	20 ft. min + bldg. setback
Side Setback	5 ft. min
Rear Setback	10 ft. min
Private Frontages	
Common Yard	Permitted
Porch and Fence	Permitted
Terrace/Lightwell	Permitted
Stoop	Permitted
Shopfront/Awning	Permitted
Gallery	Not permitted
Height of Building	
Principal Building	4 story max, 2 story min
Outbuilding/Accessory	2 story max

*CUP (170-20B) may be used to adjust standards.

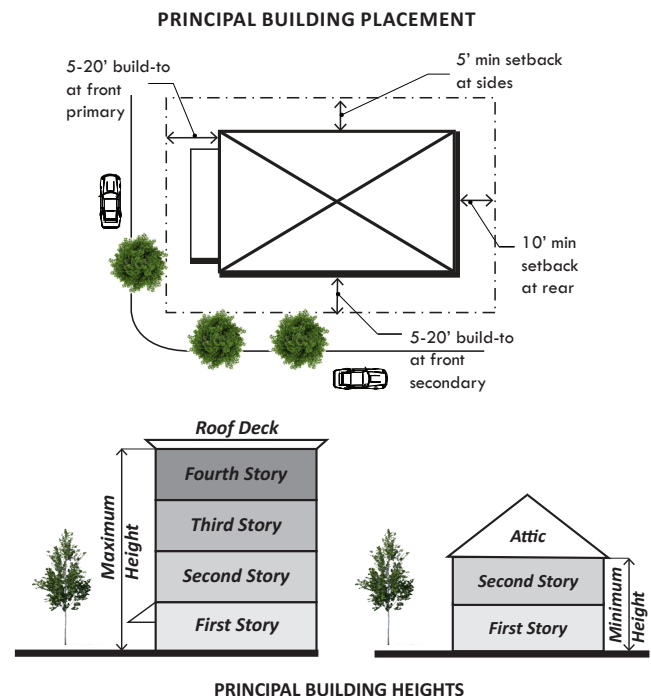
PARKING LOCATION STANDARDS (SEE 149-14)

New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

PERMITTED USES*

Use	
Residential	Permitted; density allowed at 5,000 sf. per unit, 10 units max
Lodging	Permitted, up to 12 rooms, 13+ rooms if Arch. Standards are followed
Professional Services & Offices	Permitted
Eating & Drinking Establishments	Permitted
Retail/Personal Services	Permitted
Industrial	Permitted on Broadway via CUP
Civic	Permitted
Drive-Thru Services	Not Permitted
Other	Via Conditional Use Permit

*CUP (170-20B) may be used to adjust standards.



SIGN REGULATIONS

Sign Size & Quantity	
Total signs permitted	2
Total area of all signs	24 sf
Sign Type	
Freestanding	Permitted- 16 ft. max ht. or to bottom of second floor window sills (whichever is lowest)
Projecting	Permitted- 10 ft. min. above sidewalk, 25 ft. max height, 24 sq. ft. max.
Wall/Awning	Permitted
Temporary	Permitted per- 170-32.Q (1)

ARCHITECTURAL STANDARDS*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Buildings designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single family and multifamily uses. Architectural Standards are not intended to stifle creativity or variety, but produce designs respectful of place and context. **For more information, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

The following **Architectural Standards** must apply for a residential building with 5 units or more and all mixed use/non-residential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- Residential uses permitted.
- The use of ground floor exterior lighting on the building should offer a feeling of warm security and increase safety to pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Building design shall enhance the pedestrian environment and streetscape.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Use of architectural details and changes in depth are included on building elevations to increase visual interest and scale.
- Garages shall not face the street.
- Solar/Green Roof Standard:
 - All buildings must be solar ready
 - Commercial and mixed use buildings that are 25,000 sq ft or more must also incorporate solar panels and a green roof on at least 30 percent of the roof area.

Optional Standards:

- Use of elements that accentuate and/or provide coverage at the entry such as canopy, porch, recessed entry, etc. are encouraged.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Energy efficient design techniques, LEED standards, or an equivalent standard are encouraged.
- Other integrated green infrastructure elements are encouraged.
- Approved public art is encouraged.

**CUP (170-20B) may be used to adjust standards.*

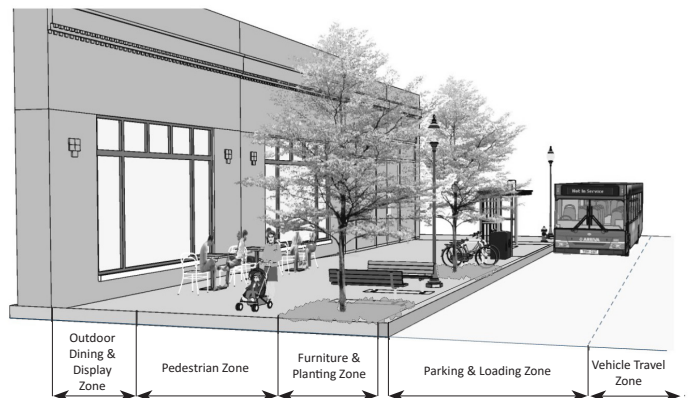
STREETSCAPE STANDARDS

Streetscape standards were crafted to ensure streets in mixed use areas of the CBD have a relationship with adjacent buildings, accommodate pedestrians and bicyclists, and are compatible with the character of Dover's neighborhoods. All street elements must be consistent with Dover Streetscape and Landscape Standards. **For more information on streetscape standards, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

- Sidewalks shall be brick and a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs, no bare ground permitted. Low Impact Development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas and maintained to ensure 5' wide walkway.
- Projects shall be designed to maintain and enhance, the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
- Street furniture shall be provided as follows:
 - 1 bench for every 75 feet of frontage.
 - At least 1 waste bin at each block corner.
 - 1 bike rack per non-residential project.
- Lighting and mechanical equipment standards per 170-20(E)(3)(d).

**CUP (170-20B) may be used to adjust standards.*

STREETSCAPE ELEMENTS



CBD Mixed Use Sub-District

The information included in this table represents the requirements for development in this sub-district, see Section 170-20 for additional requirements (Adopted __, Amended __).



STATEMENT OF PURPOSE

This is an area in transition. Once the homes of the mills' managers and the community's professionals and successful merchants, shipbuilders, sea captains, and others, these stately Victorian buildings are a tribute to Dover's financial success during the height of the mill economy. These elegant structures lend grace to the community. While some of the existing buildings remain as single family residences, others are being converted to apartments and offices. As new structures replace older ones, they should follow the setback and massing of earlier structures. Residences in these newer buildings should be restricted to upper levels. Landscaping is an important element of this district, in both the public and private arenas.

DIMENSIONAL REGULATIONS*

Principal Building	
Lot Size	N/A
Minimum Lot Coverage	50%
Frontage Build-Out	60% min.
Front Primary BUILD TO LINE	5 ft. min - 20 ft. max
Front Secondary BUILD TO LINE	5 ft. min - 20 ft. max
Side Setback	5 ft. min - 20 ft. max
Rear Setback	10 ft. min - 20 ft. max
Outbuilding	
Front Setback	20 ft. min
Side Setback	5 ft. min
Rear Setback	5 ft. min
Private Frontages	
Common Yard	Permitted
Porch and Fence	Permitted
Terrace/Lightwell	Permitted
Stoop	Permitted
Shopfront/Awning	Permitted
Gallery	Not permitted
Height of Building	
Principal Building	3 story max, 2 story min
Outbuilding/Accessory	2 story max

*CUP (170-20B) may be used to adjust standards.

PARKING LOCATION STANDARDS (SEE 149-14)

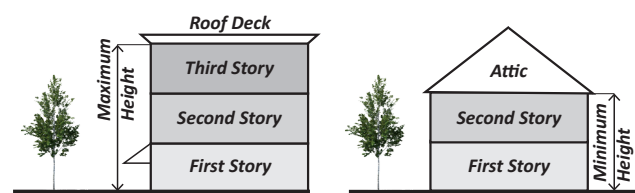
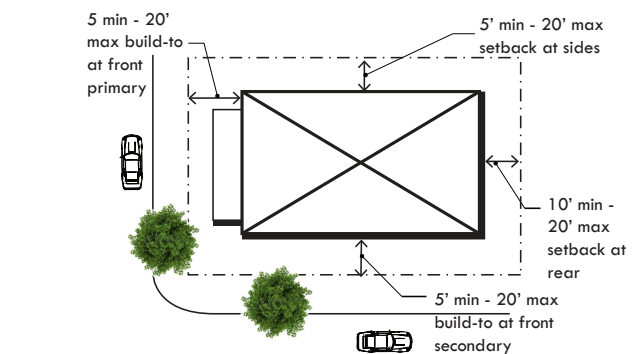
New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

PERMITTED USES*

Use	
Residential	Permitted, but not on GROUND FLOOR except in existing STRUCTURES; density allowed at 5,000 sf. per unit, 10 units max
Lodging	Permitted, up to 12 rooms w/ stays up to 14 days
Professional Services & Offices	Permitted
Eating & Drinking Establishments	Not permitted
Retail/Personal Services	Permitted
Industrial	Not permitted
Civic	Permitted
Drive-Thru Services	Not permitted
Other	Via Conditional Use Permit

*CUP (170-20B) may be used to adjust standards.

PRINCIPAL BUILDING PLACEMENT



PRINCIPAL BUILDING HEIGHTS

SIGN REGULATIONS

Sign Size & Quantity	
Total signs permitted	2
Total area of all signs	12 sf
Sign Type	
Freestanding	Not permitted
Projecting	Not permitted
Wall/Awning	Permitted- area may be increased if Mill Motif is adhered to.
Temporary	Permitted per- 170-32.Q (1)

ARCHITECTURAL STANDARDS*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Buildings designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single family and multifamily uses. Architectural Standards are not intended to stifle creativity or variety, but produce designs respectful of place and context. **For more information, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

The following **Architectural Standards** must apply for a residential building with 5 units or more and all mixed use/non-residential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- The use of ground floor exterior lighting on the building should offer a feeling of warm security and increase safety to pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Garages shall not face the street.
- Solar/Green Roof Standard:
 - All buildings must be solar ready
 - Commercial and mixed use buildings that are 25,000 sq ft or more must also incorporate solar panels and a green roof on at least 30 percent of the roof area.

Optional Standards:

- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
- Use of elements that accentuate and/or provide coverage at the entry such as canopy, porch, recessed entry, etc. are encouraged.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Energy efficient design techniques, LEED standards, or an equivalent standard are encouraged.
- Other integrated green infrastructure elements are encouraged.

**CUP (170-20B) may be used to adjust standards.*

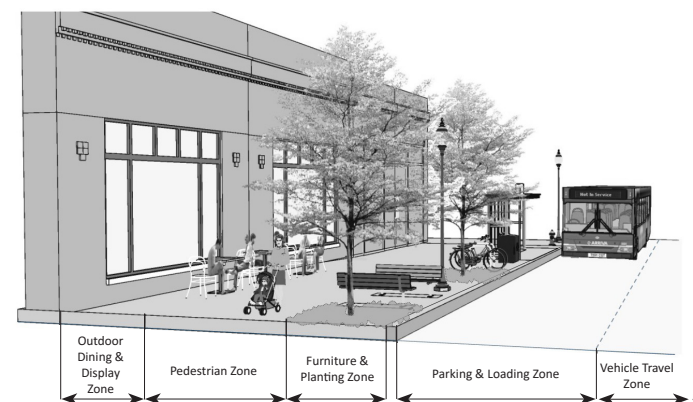
STREETSCAPE STANDARDS

Streetscape standards were crafted to ensure streets in mixed use areas of the CBD have a relationship with adjacent buildings, accommodate pedestrians and bicyclists, and are compatible with the character of Dover's neighborhoods. All street elements must be consistent with Dover Streetscape and Landscape Standards. **For more information on streetscape standards, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

- Sidewalks shall be brick and a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs, no bare ground or mulch-only areas permitted. Low Impact Development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas.
- Projects shall be designed to maintain and enhance, the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
- Street furniture shall, at a minimum, be provided as follows:
 - 1 bench for every 75 feet of frontage.
 - At least 1 waste bin at each block corner.
 - 1 bike rack per non-residential project.
- Lighting and mechanical equipment standards per 170-20(E)(3)(d).
- Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area. in front of their buildings and maintain in such a way so that the walkway is cleared.
- Approved public art is encouraged.

**CUP (170-20B) may be used to adjust standards.*

STREETSCAPE ELEMENTS



CBD Residential Sub-District

The information included in this table represents the requirements for development in this sub-district, see Section 170-20 for additional requirements (Adopted ____, Amended ____).



STATEMENT OF PURPOSE

North of the Downtown core are neighborhoods of smaller homes, once the residences of mill employees, shopkeepers, and others for whom the close proximity to the Downtown was an important feature. Smaller in scale than the more ornate homes in the Mixed Use District, many of these buildings still present considerable architectural detailing. Many of them have outbuildings at the rear of the property. The continued use of these areas as residential neighborhoods is important, both to the city's heritage and to achieving the smart growth and low carbon impact goals of the master plan. Where new structures are added, they should mimic the placement, scale, and building materials of the older homes.

DIMENSIONAL REGULATIONS*

Principal Building	
Lot Size	N/A
Minimum Lot Coverage	40%
Minimum Frontage	75 ft.
Frontage Build-Out	40% min.
Front Primary BUILD TO LINE	8 ft. min - 15 ft. max
Front Secondary BUILD TO LINE	8 ft. min - 10 ft. max
Side Setback	10 ft.
Rear Setback	15 ft.
Outbuilding	
Front Setback	20 ft. min + bldg. setback
Side Setback	5 ft. min
Rear Setback	5 ft. min
Private Frontages	
Common Yard	Permitted
Porch and Fence	Permitted
Terrace/Lightwell	Not permitted
Stoop	Permitted
Shopfront/Awning	Not permitted
Gallery	Not permitted
Height of Building	
Principal Building	3 story max, 2 story min
Outbuilding/Accessory	2 story max

*CUP (170-20B) may be used to adjust standards.

PARKING LOCATION STANDARDS (SEE 149-14)

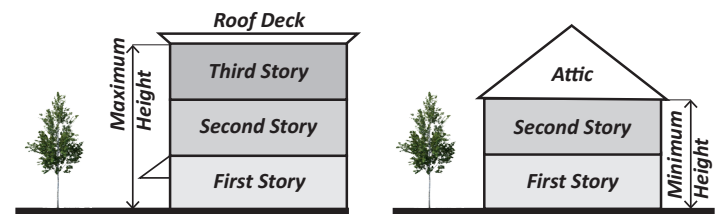
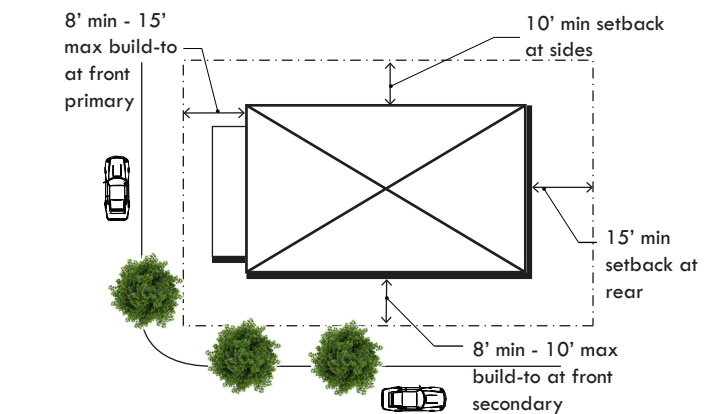
New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

PERMITTED USES*

Use	
Residential	Permitted
Lodging	Permitted, up to 12 rooms w/ stays up to 14 days
Professional Services & Offices	Via Conditional Use Permit
Eating & Drinking Establishments	Not permitted
Retail/Personal Services	Via Conditional Use Permit
Industrial	Not permitted
Civic	Permitted
Other	Via Conditional Use Permit

*CUP (170-20B) may be used to adjust standards.

PRINCIPAL BUILDING PLACEMENT



PRINCIPAL BUILDING HEIGHTS

SIGN REGULATIONS

Sign Size & Quantity	
Total signs permitted	1
Total area of all signs	16 sf.
Sign Type	
Freestanding	Not permitted
Projecting	Permitted- 10 ft. min above sidewalk, 25 ft. max ht, 24 sf. max size
Wall/Awning	Permitted- 16 ft. max ht, or to bottom of 2nd floor window sills, whichever is lowest
Temporary	Not permitted

ARCHITECTURAL STANDARDS*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Buildings designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single family and multifamily uses. Architectural Standards are not intended to stifle creativity or variety, but produce designs respectful of place and context. **For more information, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

The following **Architectural Standards** must apply for a residential building with 5 units or more and all mixed use/non-residential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 30% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.

Required Building Standards:

- Building designs shall be harmonious with neighboring structure in terms of mass, width, height, proportion, spacing, and setback.
- Building designs shall consider the quality of the pedestrian environment.
- Garage doors shall be relatively unobtrusive.
- Utility elements shall be screened in an aesthetically pleasing manner.

Optional Standards:

- Desirable materials include wood (clapboard and shakes), brick, stone, and contemporary materials that are harmonious and compatible with the aesthetic of the sub-district and its neighboring structures.
- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Energy efficient design techniques, LEED standards, or an equivalent standard are encouraged.

**CUP (170-20B) may be used to adjust standards.*

STREETSCAPE STANDARDS

Streetscape standards were crafted to ensure streets in residential areas of the CBD are walkable, accommodate pedestrians and bicyclists, and are compatible with the character of Dover's neighborhoods. All street elements must be consistent with Dover Streetscape and Landscape Standards. **For more information on streetscape standards, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

- Sidewalks shall be a minimum of 5 feet wide.
- Projects shall be designed to maintain and enhance the quality of pedestrian, bicycle and vehicular facilities, and circulation and safety on affected public streets.
- Lighting and mechanical equipment standards per 170-20(E)(3) (d).
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs, no bare or mulch-only ground areas permitted. Low Impact Development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas.
- Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area in front of their buildings but maintain them in a way to not block the walkways.

**CUP (170-20B) may be used to adjust standards.*

STREETSCAPE ELEMENTS



CBD General Sub-District

The information included in this table represents the requirements for development in this sub-district, see Section 170-20 for additional requirements (Adopted __, Amended __).



STATEMENT OF PURPOSE

From the late 1700's, when Dover began to shift from a farming community to a manufacturing center, the land and blocks in and around Washington and Main Streets and Central Avenue have been the community's commercial core. Both redevelopment and new development should reflect that 250 year history. A wide array of retail and commercial activity should be encouraged here. Residential activity should be encouraged on the upper floors of buildings. New construction, where needed, should follow the pattern of existing development in terms of building placement, building height, and the use of durable construction materials. Public spaces are important here, and should be encouraged and maintained properly.

DIMENSIONAL REGULATIONS*

Principal Building	
Lot Size	N/A
Lot Coverage	75%
Frontage Build-Out	70% min
Front Primary BUILD TO LINE	(1)
Front Secondary BUILD TO LINE	(1)
Side Setback	0 ft. min - 24 ft. max
Rear Setback	10 ft. min
Outbuilding	
Front Setback	Not permitted
Side Setback	Not permitted
Rear Setback	Not permitted
Private Frontages	
Common Yard	Not permitted
Porch and Fence	Not permitted
Terrace/Lightwell	Not permitted
Stoop	Permitted
Shopfront/Awning	Permitted
Gallery	Permitted
Height of Building	
Principal Building	5 story max, 2 story min
Outbuilding/Accessory	Not permitted

*CUP (170-20B) may be used to adjust standards.

"(1) The property owner shall calculate the average front SETBACKS of all LOTS within the same zone located on the same side of the STREET, two hundred fifty (250) feet in each direction from the center of the front LOT LINE. This front SETBACK dimension shall be considered to be a BUILD TO LINE. STRUCTURES may be constructed within five (5) feet plus or minus of the average. Porches or steps may be located an additional five (5) feet beyond the front façade of the STRUCTURE. Expansions to existing STRUCTURES shall be subject to a minimum SETBACK equal to the calculated average SETBACK minus five (5) feet."

PARKING LOCATION STANDARDS (SEE 149-14)

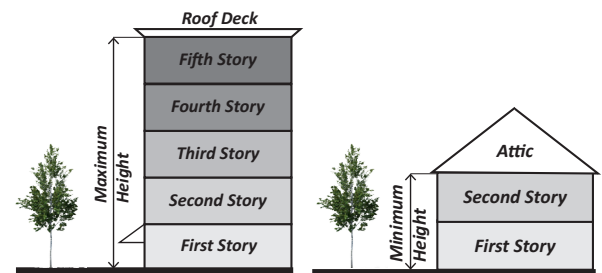
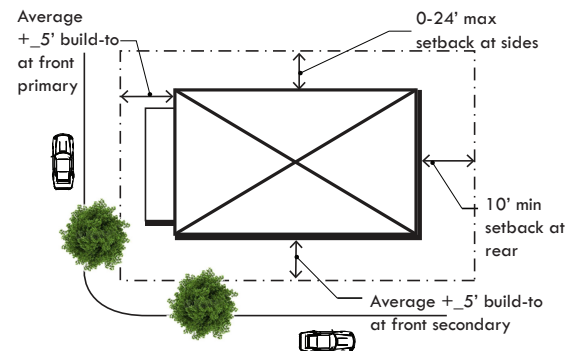
New construction resulting in additional square footage or an increase in residential units must comply with parking standards for the new portion of the building only.

PERMITTED USES*

Use	
Residential	Permitted, but not on GROUND FLOOR except in an existing use
Lodging	Permitted
Professional Services & Offices	Permitted
Eating & Drinking Establishments	Permitted
Retail/Personal Services	Permitted
Industrial	Not permitted
Civic	Permitted
Drive-Thru Services	Not permitted
Other	Via Conditional Use Permit

*CUP (170-20B) may be used to adjust standards.

PRINCIPAL BUILDING PLACEMENT



PRINCIPAL BUILDING HEIGHTS

SIGN REGULATIONS

Sign Size & Quantity	
Total signs permitted	2
Total area of all signs	1 sf. per lf. of frontage - area may be increased if Mill Motif is adhered to
Sign Type	
Freestanding	Not permitted
Projecting	Permitted - 10 ft. min above sidewalk, 25 ft. max ht, 24 sf.
Wall/Awning	Permitted, 40 sf. max
Temporary	Permitted per- 170-32.Q (1)

ARCHITECTURAL STANDARDS*

Preserving and enhancing the architectural tradition, history, and visual appeal of the Central Business District is integral to maintaining the character and identity of our community. Buildings designs and materials should enhance the appearance of Dover, reinforce pedestrian character where appropriate, reflect a consistency found within the sub-district, neighboring buildings, and natural and cultural resources. Building design should also minimize potential aesthetic conflicts between residential and nonresidential uses and between single family and multifamily uses. Architectural Standards are not intended to stifle creativity or variety, but produce designs respectful of place and context. **For more information, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

The following **Architectural Standards** must apply for a residential building with 5 units or more and all mixed use/non-residential uses. Applicants will also be expected to prepare a narrative explaining how the project meets all of the architectural standards.

Required Ground Floor Standards:

- No less than 80% of the façade shall be windows.
- A pedestrian entrance shall be required at the street side or front façade.
- For new construction only non-residential uses shall be on the ground floor level.
- Ground floor exterior lighting on the building is encouraged and should offer a feeling of warm security and increased safety to pedestrians without being overwhelming.

Required Building Standards:

- Building designs shall be harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- All exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first 20 vertical feet.
- Large structures shall be broken into smaller masses to provide human scale, variation, and depth.
- The design of the building shall incorporate views that are directed to the street and garden/courtyard rather than adjacent neighbors.
- Buildings shall be placed at or near the street, along the outer edge of their sites, to ensure the unity of those streets and to encourage and facilitate pedestrian activity.
- Building design shall enhance the pedestrian environment and streetscape.
- Utility elements shall be screened in an aesthetically pleasing manner.
- Garages shall not face the street.
- Solar/Green Roof Standard:
 - All buildings must be solar ready
 - Commercial and mixed use buildings that are 25,000 sq ft or more must also incorporate solar panels and a green roof on at least 30 percent of the roof area.

Optional Standards:

- Use of architectural details and changes in depth are encouraged on building elevations to increase visual interest and scale.
- Ornamental roof features that exceed the allowed building height are subject to the CUP process.
- Use of elements that accentuate and/or provide coverage at the entry such as canopy, porch, recessed entry, etc. are encouraged.
- LEED standards or an equivalent standard are encouraged.
- Energy efficient design techniques, LEED standards, or an equivalent standard are encouraged.
- Other integrated green infrastructure elements are encouraged.

**CUP (170-20B) may be used to adjust standards.*

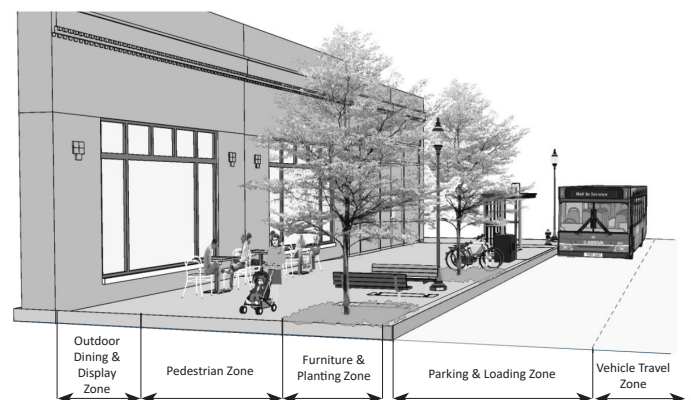
STREETSCAPE STANDARDS

Streetscape standards were crafted to create a vibrant, walkable downtown area that facilitates pedestrian activity. The experience each person will have with the street, the sidewalk, the buildings, and the surrounding environment is what helps define the unique character of a place. All street elements must be consistent with Dover Streetscape and Landscape Standards. **For more information on streetscape standards, please see Section ____ of Dover's CBD Architectural Design Guidelines.**

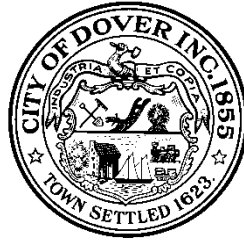
- Sidewalks shall be brick and a minimum of 5 feet wide.
- Street trees shall be planted at an average spacing of 25 to 30 feet on center. Planting method shall allow for maximum root zone space where possible. Existing healthy street trees shall be protected, if possible.
- Unpaved ground area along the frontage shall be planted with appropriate groundcover or shrubs, no bare ground or mulch-only areas permitted. Low Impact Development techniques such as rain gardens, bioretention areas, tree boxes and other green infrastructure techniques shall be incorporated into these landscaped areas and maintained to ensure 5' wide walkway.
- Projects shall be designed to maintain and enhance the quality of vehicular, bicycle and pedestrian circulation and safety on affected public streets.
- Street furniture shall be provided as follows:
 - 1 bench for every 75 feet of frontage.
 - At least 1 waste bin at each block corner.
 - 1 bike rack per project.
- Lighting and mechanical equipment standards per 170-20(E)(3)(d).
- Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines along the area in front of their buildings.
- Approved public art is encouraged.

**CUP (170-20B) may be used to adjust standards.*

STREETSCAPE ELEMENTS



Christopher G. Parker, AICP
Assistant City Manager
Planning and Strategic Initiatives
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288 Central Avenue
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City of Dover, New Hampshire

Department of Planning & Community Development

June 01, 2019

Dear Dover Property Owner:

The Dover Planning Board has scheduled two opportunities for the public to learn about and provide feedback on 11 proposed amendments to the Dover Zoning Ordinance. First will be a public input session on **Tuesday June 11, 2019** and second will be a Public Hearing on **Tuesday, June 25, 2019**. You are invited to attend one or both of the meetings, which will be held in **City Hall's City Council Chambers, 288 Central Avenue at 7:00 PM**. The amendments are the result of a comprehensive effort by the Planning Board to involve the public in the process. These amendments were developed with input from Planning Board members, Planning Department staff, a third party Code Review Company, and work from a Committee to review architectural standards. The amendments are designed to encourage context-sensitive development that meets the needs of our residents, to promote economic growth and infill, and to help to contribute to a vibrant urban core.

The following is a summary of the amendments:

1. Purpose statement.
2. Amend Chapter 170-6 clarifying the definition for "Child Care Home"
3. Amend Chapter 170-8 updating the date of the Zoning Map to match codification.
4. Amend 170-25 to clarifying references in the Floodplain Development section.
5. Amend Chapter 170-27.1 revising the definition of a Certified Wetlands Scientist to match RSA 310-A:76.
6. Amend Chapter 170-12 revising the Dimensional Regulations Table in the Heritage Residential (HR) District to correct a footnote, update setbacks in the Cochecho Waterfront District (CWD) and the tables in the Central Business District (CBD).
7. Amend Chapter 170-20 D revising the text of section B to refer to Article XI and not Article X as listed.
8. Amend Chapter 170-20 E clarifying that right of way instead of streets take precedent, defining public art components, unpaved areas, and sidewalk/bench materials.
9. Amend Chapter 170-20 F changing architectural standards from optional to required and creating thresholds for solar panels and green rooves.
10. Amend Chapter 170-30.2 revising the listed fees to refer to the Fee Schedule.
11. Amend Chapter 170-33 revising the height of fences from 6 to 8 feet Citywide.
12. Amend Chapter 170-53 revising the listed fees to refer to the Fee Schedule.
13. Takes Effect

The full text of the amendments is available in the Planning Department in City Hall, 288 Central Avenue, from 8:30 AM to 5:30 PM Monday to Thursday, from 8:30 AM to 4:00 PM Friday, and in the Public Library during regular business hours. View the amendments on the City's website at <https://bit.ly/2wkLfOY>. Written comments are encouraged. Follow us on Twitter @DoverNHPlanning and find us on Facebook at www.facebook.com/DoverNHPlanning

ZONING AMENDMENT PUBLIC INPUT SESSION

City Council Chambers, City Hall

Tuesday, June 11, 2019 – 7:00 PM

ZONING AMENDMENT PUBLIC HEARING

City Council Chambers, City Hall

Tuesday, June 25, 2019 – 7:00 PM



City of Dover
288 Central Avenue
Dover NH 03820-4169

Return Service Requested

****** IMPORTANT ZONING AMENDMENT INFORMATION ENCLOSED ******



August 16, 2019

Dover City Council
City of Dover
288 Central Avenue
Dover, NH 03820

Re: Turner Classic Movies Moving to Sports Entertainment Package

Dear Members of the Council:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note that effective October 10, 2019, Turner Classic Movies (TCM) will move to the Sports Entertainment Package and will no longer be included in its current service package(s). We are notifying impacted customers of these changes through a bill message.

Please feel free to contact me at 603-224-1871, ext. 202 if you have any questions.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs