



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, September 25, 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. REPROGRAM UNEXPENDED BOND PROCEEDS FROM VARIOUS COMMUNITY SERVICES – PUBLIC WORKS PROJECTS TO BROADWAY DRAINAGE SYSTEMS IMPROVEMENT PROJECT
(REQUIRES A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
(CITY COUNCIL VOTE TO OCCUR ON OCTOBER 9, 2019.)
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

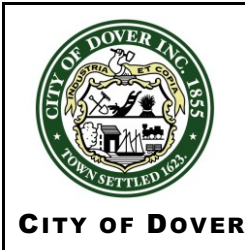
10. APPROVAL OF MINUTES

- A. September 11, 2019 – Regular Meeting**

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

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



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13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BLOCK PARTY – Grove Street Halloween Party**
 2. **BLOCK PARTY – Sit, Stay, Smile, Pet Photography**
 3. **PARADE – Dover Children's Center – Holiday Parade**
 4. **PARADE – Dover Dog Howloween Parade**
 5. **ROAD RACE – Dover Middle School Pumpkin Dash 5k**
 6. **RAFFLE – American Legion Auxiliary Unit 8**
 7. **RAFFLE – First Parish Church**
 8. **RAFFLE – Pope Memorial Humane Society**
 9. **RAFFLE – St. Thomas' Episcopal Church**
 10. **TAG – Dover Little Green Football, Inc.**
11. **APPROVE BARBADOES POND LEASE EXTENSION/RENEWAL**
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

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.09.11 – 160**
Resolution Re: Reprogram Unexpended Bond Proceeds from Various
Community Services – Public Works Projects to Broadway
Drainage Systems Improvement Project

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: There is \$702,077.35 of unexpended bond proceeds for various Community Services – Public Works projects where work has been completed under budget; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$702,077.35 of unexpended bond proceeds is hereby reprogrammed from the identified Community Services – Public Works projects (as listed below and in the Background) to Broadway Drainage Systems Improvement project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4014.1.300.43121.4751.03142.14	Tolend/Watson Rd Improvements	326,084.76	(326,084.76)	0.00
4012.1.300.43121.4751.03145.12	Applevale Area Reconstruction	37,466.15	(37,466.15)	0.00
4014.1.300.43121.4751.03151.14	Hanson St Reconstruction	92,920.26	(92,920.26)	0.00
4014.1.300.43121.4751.03164.14	Richardson Drive Reconstruction	47,739.79	(47,739.79)	0.00
4015.1.300.43121.4751.03164.15	Richardson Drive Reconstruction	61,673.99	(61,673.99)	0.00
4016.1.300.43121.4751.03164.16	Richardson Drive Reconstruction	49,829.03	(44,829.03)	5,000.00
4015.1.300.43121.4751.03175.15	Silver Street Reconstruction	16,807.01	(16,807.01)	0.00
4017.1.300.43121.4751.03166.17	Floral Ave Street Reconstruction	35,654.71	(35,654.71)	0.00
4018.1.300.43121.4751.03169.18	Roberts Rd Street Reconstruction	41,901.65	(38,901.65)	3,000.00
4012.1.300.43121.4751.03140.12	Broadway Drainage Improvements	0.00	37,466.15	37,466.15
4014.1.300.43121.4751.03140.14	Broadway Drainage Improvements	0.00	466,744.81	466,744.81
4015.1.300.43121.4751.03140.15	Broadway Drainage Improvements	0.00	78,481.00	78,481.00
4016.1.300.43121.4751.03140.16	Broadway Drainage Improvements	0.00	44,829.03	44,829.03
4017.1.300.43121.4751.03140.17	Broadway Drainage Improvements	165,074.00	35,654.71	200,728.71
4018.1.300.43121.4751.03140.18	Drainage System Improvements	0.00	38,901.65	38,901.65
	Total Available Funding	875,151.35	0.00	875,151.35

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

R-2019.09.11_Reprogram Unexpended Bond Proceeds from Various
CS PW projects to Broadway Drainage Systems Improvement

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Document Posted on: September 19, 2019

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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
City Clerk

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



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Resolution Re: Reprogram Unexpended Bond Proceeds from Various
Community Services – Public Works Projects to Broadway
Drainage Systems Improvement Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the various Community Services – Public Works projects. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified projects. This resolution reprograms funding from the identified projects to Broadway Drainage Systems Improvement project.

On January 26, 2011 the Dover City Council approved the FY12 Capital Improvements Program (CIP) authorization for bonding of \$1 million for the Applevale project, this project is completed and has remaining unexpended appropriations.

On December 12, 2012 the Dover City Council approved the FY14 Capital Improvements Program (CIP) authorization for bonding of \$2.5 million for the Tolend/Watson Road project, this project is completed and has remaining unexpended appropriations.

On January 22, 2014 the Dover City Council approved the FY15 Capital Improvements Program (CIP) authorization for bonding of \$3 million for the Silver Street project, this project is completed and has remaining unexpended appropriations.

On November 12, 2014 the Dover City Council approved the FY16 Capital Improvements Program (CIP) authorization for bonding of \$550,000 for the Richardson Drive project, this project is completed and has remaining unexpended appropriations.

On December 9, 2015 the Dover City Council approved the FY17 Capital Improvements Program (CIP) authorization for bonding of \$250,000 for the Floral Ave project, this project is completed and has remaining unexpended appropriations.

On November 9, 2016 the Dover City Council approved the FY18 Capital Improvements Program (CIP) authorization for bonding of \$850,000 for the Roberts Road project, this project is completed and has remaining unexpended appropriations.

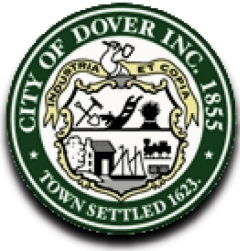
Funding is needed for Broadway drainage systems improvement project based upon a recent determination that there is an area of ledge that needs to be removed in order to properly install the drainage culvert under the railroad track.

Since the Broadway Drainage Systems improvement project is a priority for the city to improve drainage within a large portion of the city, City administration determined reprogramming the available appropriations from the projects listed above made sense as these projects have been completed under budget.

R-2019.09.11_Reprogram Unexpended Bond Proceeds from Various
CS PW projects to Broadway Drainage Systems Improvement

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CITY MANAGER'S REPORT



Jeff Hudick, Firefighter/EMT

September 25, 2019

Reporting on: August 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



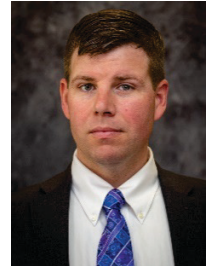
Gary Bannon
Recreation Director



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 – August

Total animal calls for service:	93
Handled by Officers/Dispatch:	80
Handled by Animal Control Officer:	13

Breakdown of Animal Calls:

Founds Animals: 13

Loose Animals: 19

Animal Bites: 07

Welfare Checks: 26

Struck Animals: 02

Misc/Other: 26

The ACO received 58 voicemail messages and followed up on seven reports originally handled by officers. One of those calls involved "Skip", a

dog who got loose but was later returned to his owner.



SKIP

DISPATCH COMMUNICATIONS

RADIO TRANSMISSIONS

13,927

PHONE CALLS

8,712

911 CALLS RECEIVED

454

LOBBY CUSTOMERS

358

POLICE ALARMS RECEIVED

89

POLICE ALARMS CANCELLED PRIOR TO ARRIVAL

10

FIRE & MEDICAL ALARMS

78

OTHER ALARMS

4

Mounted Patrol: August

53 public assists

14 parking assists

28 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.

The Cocheco Art Festival kept the mounted unit busy during the month of August. Every Tuesday the Children's series is held, Wednesday night is Shark in the Park, and Friday night concerts as well. The turnout for every event was great and the horses are always very well received whether the event is for adults or children.

During the month of August the Mounted Unit along with other CREU officers organized an incentive program for people the officers encounter behaving in a positive manner such as helping to clean up certain problem areas within the city or other favorable behaviors. The program includes gift certificates in small denominations to Hannaford's for food or other necessities. Kendall Pond pizza donated gift

certificates for a slice of pizza and a non-alcoholic beverage to help with the cause. It was discovered that many of the transient population is very motivated by these type of rewards.

Dover Police performed a total of 29 personnel-hours of impaired driving enforcement patrols – funded with a grant from the NH Office of Highway Safety – during the month of August. The agency made a total of 8 DWI arrests in the month.

Sgt. Speidel worked closely with the Community Services Department to coordinate a complete closure of Portland Avenue near Cochecho Street to accommodate repairs to a drainage system. This was one of several projects that required coordination to set and post advance parking restrictions, traffic detours, or street closures.

The agency's speed monitoring and awareness radar trailer was deployed by the Traffic Bureau in various locations during the month of August. These included Mast Road, Stark Avenue, Sixth Street, Whittier Street, Piscataqua Road, and Dover Point Road.

Sgt. Speidel performed 13 child passenger seat inspections during the month of August. 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. This included seat checks performed on the

evening of August 21 in partnership with Wentworth-Douglass Hospital. Sgt. Speidel partners on a monthly basis with trained staff of the WDH Women and Children's Center to provide a full evening of appointment opportunities. Expectant parents and other caregivers can book appointments for safety inspections of their child seat installation in their vehicles, generally on the third Wednesday of the month in the WDH parking garage.

Sgt. Speidel coordinated all traffic control particulars for the fifth annual Cochecho Challenge Half Marathon on August 31. The event is organized by the First Parish Church to raise funds for its various charitable programs, such as the food pantry. The 13.1 mile course is contained entirely within Dover, with a start/finish line near the church and an outlying river crossing via the footbridge between Covered Bridge Lane and County Farm Road. Additionally, a simultaneous 5K race was added to the event this year. Sgt. Speidel worked closely with organizers to come up with a suitable option for a 5K course to minimize traffic implications and costs to the church. Traffic Bureau responsibilities included the advance deployment of barricades and signs to facilitate temporary parking restrictions, traffic diversions, and safe traffic flow, and the assignment of police officers to key intersections to manage the heavy flow of traffic.

In addition to the events noted previously, the Traffic Bureau helped coordinate or provided equipment to facilitate event parking, road closures, or provided other traffic control resources for the following activities during the month of August:

- SGA Farmer's Market at Henry Law, August 4, 11, 18, and 25
- Grove Street neighborhood block party, August 3
- South Watson Street closure for utility work, August 14-15
- Broadway closure for utility work, August 12-13
- Funeral escort services, August 14
- NH Executive Council meeting at Dover High School, August 14
- Old Stage Road closure for utility work, August 19
- Mechanic Street closure for utility work, August 27-30
- Greek Festival at Hellenic Center, August 30-31

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 August 13th, as members of the Strafford County Regional Tactical Operations Unit (SCRTOU) Officer Brown and K9 Barco participated in one of the monthly trainings. The focus of this training was high risk motor vehicle stops, utilizing the K9 element.

On August 1st, Officer Brown and K9 Barco responded to 26 Crosby Road, Temescal

Wellness, for a report of a burglary. Officers on scene responded to an alarm and noted broken glass and signs of entry. K9 Barco cleared the building and then conducted a track which led to the area of 54 Crosby Road. It was determined the suspects left in a vehicle. All suspects have since been arrested.

On August 3rd, as members of the Strafford County Regional Tactical Operations Unit (SCRTOU) Officer Brown and K9 Barco responded to Rochester in the area of Periwinkle Drive. Upon arrival, it was learned that a Rochester officer had just been involved in a shooting with an unknown suspect. The suspect's current location was unknown. Once the team was assembled, a woodland operation took place and K9 Barco was assigned to the arrest team. The suspect was ultimately located and taken into custody.

On August 10th, Officer Brown and K9 Barco responded to Pleasant View Circle for a report of criminal trespassing. It was reported that a male had tried to force his way into the residence of his ex-girlfriend. He fled on foot. Officers located him a short time later and he fled again. A track was obtained and led to the area of the suspect's vehicle. He was later taken into custody out of town.

On August 12th, Officer Brown and K9 Barco responded to Hampshire Circle for a report of a shooting that had just occurred. It was believed that several subjects involved had fled into the nearby wood line. Patrol held a loose perimeter and upon arrival, K9 Barco located a track and ultimately located two suspects hiding in the woods, who were involved in the shooting.

On August 15th, Officer Brown and K9 Barco assisted the FBI Safe Streets task force with a warrant service on Regent Drive. Officer Brown and K9 Barco were assigned to the perimeter of the area. The subjects were taken into custody without incident.

On August 16th, as members of the Strafford County Regional Tactical Operations Unit (SCRTOU) Officer Brown and K9 Barco responded to Joshua Street in Rochester NH to conduct a warrant service on a male wanted on several local charges and extraditable charges from Georgia. The male was reported to have firearms and made references to not going back to prison. After a brief standoff, the male was taken into custody without incident. K9 Barco was assigned to the arrest team.

August saw Fire & Rescue responding to 517 calls for service, an average of 17 calls per 24-hour period. 14 of the calls for service were for fires, 301 were for medical emergencies, 15 were for other hazardous situations requiring emergent intervention (natural gas leak or energized power line down, for example), 89 were either false or good intent in nature, with the remaining 98 being for non-emergent requests.

POLICE RESPONSE TO CALLS BY PRIORITY: AUGUST

Priority 1: Immediate = 195 Responses

Crimes in progress; injury accidents; alarms

Priority 2: Rapid = 107 Responses

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

Priority 3: Timely = 744 Responses

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

Priority 4: As Officers are Available = 816 Responses

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

Priority 5: Motor Vehicle Stops = 715 Responses

Each month, Captain Gould reviews all of the Priority 1 calls received and determines which involved police emergencies. During the month of August 2019, the Dover Police Department responded to twenty-nine emergency incidents and arrived on scene in less than six minutes to 81% of those calls (29 calls, 6 in six minutes or more).

AUGUST INSPECTIONS & PERMITS:

Inspections - Life Safety	39	Inspections - Plumbing/Mechanical	227	Inspections - Woodstove/Fireplace	0
Inspections - Business	06	Inspections - Blasting	00	Permits Issued - Blasting	00
Inspections - Sprinkler/Alarm	209	Inspections - Health	88	Permits Issued - Building	39
Inspections - Building	130	Inspections - School / Daycare	21	Permits Issued - Certificate of Occupancy	30
Inspections - Electrical	120	Inspections - Oil Burner	04	TOTAL	844

Below is the summary of Emergency Medical calls, including the number of “no transports” and what facilities were transported to when there was a transport.

Ambulance Transportations	May Individuals	June Individuals	July Individuals	August Individuals
Wentworth Douglass Hospital	200	179	204	183
Portsmouth Regional Dover ER	40	35	32	34
Frisbie Memorial Hospital	5	5	3	0
Portsmouth Regional Hospital	4	4	6	10
Shriners Boston	0	0	1	0
Boston Childrens Hospital	0	0	0	1
Mass General Hospital	0	0	0	1
Non Transports/Sign Offs/Refusal of Care	129	78	60	72
Totals:	378	301	306	301

During the month of August 2019, 10 registered sex offenders were processed by the Dover Police Department’s Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

In August 2019, detectives arrested three Dover men for failing to register as a sex offender, a felony level offense.

In August 2019, detectives and Crime Scene Unit members, working closely with patrol officers, investigated a shooting on Hampshire Circle. This investigation is ongoing.

In August 2019, detectives and Crime Scene Unit members investigated a commercial burglary. Four people were arrested for felony level burglary.

In August 2019, SIU detectives assisted the FBI Safe Street Task Force with the execution of an arrest and search warrant at a Dover apartment complex. The operation ended with two Dover men taken into custody for federal charges.

In addition, SIU detectives investigated three unattended deaths in August 2019.

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

In August, Sgt. Tarmey, Problem Oriented Policing Officer Collis and the Mounted Unit continued their efforts in patrolling the city on the police department’s mountain bikes (and horses respectively). In July, several “campsites” were identified and subsequently cleaned up with the help of workers from the city’s community services department. Regular checks of those campsites were made during

August to ensure that the areas remained free of trash and debris.

During the month, several new sites were identified by both the patrol division, and members of CREU. Each new site was investigated and cleaned up if the site was on city property. For those sites not located on city property, the owner of the property was notified and advised to contact the department should they need assistance with removing unwanted subjects from the area. Sgt. Tarmey, Officer Collis and the Mounted Unit will continue check properties in the city where campsites have been located to ensure that new sites do not reappear.

On August 2nd, Sgt. Tarmey met with representatives from the city's elementary schools to discuss truancy and tardy policies.

On August 12, Sgt. Tarmey met with city officials to discuss incidents of vandalism under the Chestnut St Bridge. Several topics were explored in terms of what the city could do to curtail future acts of vandalism in the area.

Officer Collis also maintained a strong presence at the train station and the Dover Public Library, both of which have had on going issues. Officer Collis met and spoke with staff and patrons of both locations regularly. Officer Collis also took reports directly from library staff and worked to assist them with any issues that arose. He also continued to patrol areas of heavy call volume including Henry Law Park and Longhill Dog Park.

Officer Collis conducted a safety audit with Sgt. Travaglini of the Great Bay Calvary Church.

Officer Collis also began working with the Residence at Silver Square staff to improve their elopement/missing resident policies as well as create a table top exercise to be conducted later in the fall.

Also this month, Officer Collis worked with DHA Officer Cooper in developing presentations about scams to be presented at DHA senior housing buildings in September.

Officer Collis continued to monitor calls for service involving the homeless population. In the month of August, Dover Police Officers encountered 56 separate homeless individuals. He also continued to maintain and update a log of all arrests for the LEAD program.

The Whittier Falls family housing had several major calls for service this month, to include a shots fired and two burglaries. Officer Cooper kept DHA staff updated and conducted a neighborhood survey to gather any pertinent information about the crimes. Officer Cooper met with detectives to brief about the incident. She then worked with DHA management to help ban those known to be involved in the incidents.

Officer Cooper met with the principal and dean of Woodman Park Elementary school to discuss the upcoming school year. Officer Cooper will be the point of contact for truancy and other student related issues throughout the school year.

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.

For example four times a week there is a requirement to balance the needs of Children's Museum of NH and Henry Law Park visitors with the work being done at the Foster's building.

The Parking Bureau also assisted with posting and removal of dozens of parking restrictions in support of Community Services Division activities to include pavement crack sealing and storm drain cleanings going on throughout the city.

Parking meter signs were prepared during August for installation in September for the change in enforcement hours to 8 pm and on Saturdays. Instead of purchasing all new signs, matching stickers were applied to 100 of the current green signs, saving \$9 per sign. Older blue signs that were scheduled to be replaced prior to the changes had temporary stickers put on. Those will be replaced in September.

During the month of July, the Dover Police Department responded to 1,862 calls for service throughout the City. In addition, officers made a total of 578 traffic stops. Officers also initiated 137 non-enforcement related contacts with the community. The total number of incidents handled by the police department for July 2019 was 2,577.

Dover Fire responded to an interesting call in South Berwick on August 7th. Early indications pointed to a lightning striking a tree about 100 yards away from a residence. The voltage apparently found an underground propane line, and communicated to the residence, blowing the propane service meter off of the wall. The ensuing ignition generated a propane-fueled torch effect that caused fire to spread

throughout the house, causing significant damage.



Assistant City Planner Piekut addressed enforcement concerns regarding wetland protection district violation, unpermitted home businesses, group homes, trash, motor vehicle junkyards, a lot line adjustment plan violation, illegal signage, and continued to assist customers with zoning inquiries and determinations.

August was a busy month for water breaks in the Utilities Division. The first break occurred on Angle Street. The four inch cast iron water main had lateral crack. An approximate eight foot piece of pipe was replaced.

The second break occurred on Abbey Lane, ten feet away from the gate valve. A four foot piece of pipe was replaced. The third break occurred on Bellamy Road. A saddle for the ¾" service had rotted away causing it to blow off. The fourth break occurred at 151 Central Avenue. This was a lateral crack on the water main. Approximately ten feet of pipe had to be replaced. Crews also added an eight inch gate. This was added since the closest line gate was not holding, causing the working nut to come off when they pulled the gate wrench out.

Crews assisted a City of Dover contractor with adding new services to the newly installed water main on Gilman Street, Hall Street and Ridge Street. The city is waiting on one property to replace their plumbing before the old water main can be shut down.

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.

During the month of August, administrative staff fielded 7 service calls requesting pothole repairs.

Brush cutting and brush chipping operations are ongoing. Crews have steadily been working citywide and will continue to do so throughout the summer. Three crew members are working on cutting overgrown brush and hauling it back to the recycling center. Although street sweeping operations have been completed, crews have been returning to the downtown area as well as other trouble spot areas, as needed.

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 Dean Drive, Glen Hill Road, Fieldstone Drive, Cocheco Street, Oak Hill Drive, Crestview Drive and Portland Avenue, by saw cutting and repaving.

A City of Dover contractor is still working on paving projects, with the following areas having been completed: Bellamy Road, Shaws Lane, Mast Road, Spruce Lane, Drew Road and Dover Neck Road.

Crews removed debris and logs from a beaver dam on Crosby road several times during the month of August.

Catch basin cleaning has been ongoing. As part of this annual project, one-half of the basins within the city are cleaned one year and the other half the next, on a rotating basis. Crews have completed approximately three-quarters of the basins slated for cleaning this year. Catch basin repairs have also been conducted as needed, particularly those located in areas scheduled for paving.

The Facilities, Grounds and Cemeteries handled 104 service calls and 197 work orders in August. Pine Hill Cemetery, employees attended 1 full burial and 7 ash burials. Four markers were set,

one was reset at the request of the family. Leaks on water spigots throughout the cemetery were resolved by replacing the spigots.

Forty-three work orders pertaining to buildings were addressed this month. Most notable was an issue at the Public Library where it rained so hard that the roof drains were unable to keep up with the water accumulating on the flat roof over the reading room and water was cascading down the outside of the drain pipe that runs through the interior of the building above the suspended ceiling. Some ceiling tiles, pipe insulation, and books, were soaked but there was no lasting damage.

A small bat was carefully removed from under the microwave in the Pine Hill Cemetery Chapel and placed outside, where it flew away. August is a month where they are frequently active in certain older buildings such as the Chapel and the Public Library.

New surveillance warning stickers were put out to replace old faded stickers. Rollers on one of the cemetery barn garage doors were replaced, one toilet at the Library received new innards while several clogged toilets were attended to at the Library and the Transportation Station.

Five HVAC related complaints or tasks were addressed and employees continued performing custodial duties at the Library for the month while the custodian was out. Employees also assist at the Recycling Center when needed. Seven deliveries were made this month and one request to move items was processed. Seven keys were issued.

The electrical supervisor is trying to have all of Dover's LED street lights be properly functional utilizing the Dimonoff program. There are some issues that are still requiring attention in certain locations. A multitude of other projects, large and small, are keeping him very busy. Trying to complete the wiring for the Shaw's Lane Athletic Fields well and working with the Utilities Division and SCADA Technician on various issues, among them. Two recurring street light issues were reported. The City continues to work on its own and with Eversource to resolve other outstanding issues.

Sixty-eight work orders were generated pertaining to facilities and grounds issues. Henry Law Park was the location of National Night out, as it is every year. Picnic tables were spruced up with paint to cover the graffiti that had accumulated since they were inspected and repainted prior to July 4th. Graffiti is a huge issue as the tables are repainted every winter and now three or four times during the season. Graffiti was removed or covered in several other locations.

Playground mulch was distributed to several park playgrounds. 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. The Belknap parking lot between Central Avenue and Locust Street was cleared of weeds and litter. The Orchard Street Riverwalk received attention with graffiti being removed, the walkway being cleaned up and several one-ton truckloads of brush and limbs were removed and some of the granite blocks were realigned.

The soccer field at Shaw's Lane was continued to be lined for games throughout the month.

Some sinkholes were filled in on the walking path and sidelines of the fields. Long Hill multi-purpose field also has had issues with sinkholes this year. The cricket lane at Long Hill was prepped for tournaments and several sizable sink holes were filled in and reseeded. Watering of the whiskey barrels continued and the water tank for Great Bay Rowing was refilled at River St.

At Garrison Park, by Garrison School, the new pickleball nets were hung and then attended to before the grand reopening. Employees poured the foundations and erected the two new basketball hoops for the school renovation project.

Flying insects were an issue this summer. Bees with ground hives and Eastern Cicada Killer Wasps took up residence in Henry Law Park, creating concern for passersby. These insects are larger and the males don't have stingers. The females have large stingers and the sting can be very painful, but they rarely sting humans. Typically, they will just buzz around a human's head but because of their size, and resemblance to other wasps, it makes it hard to remember they are harmless. Actions were taken to address both areas.

Eversource has advised that they will have a contractor, Northern Tree Services, in the City working on Enhanced Tree Trimming along the route that is part of the backbone of their grid in the urban area. They will be working in the Central Avenue area between Sixth Street and Industrial Park Dr, along Park St, Ash St and on a few adjoining street corners.

Six work orders responding to tree debris or limbs down were responded to, as well as

cleaning up large leaders from trees that fell in Pine Hill Cemetery this month. In addition, four other tree issues were investigated. All the wind and rain has contributed to this occurrence over the summer. Trees were trimmed around the cell towers the City maintains.

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 the experience so far and suggestions made to improve the efficiency of the process going forward.

Besides the fact that weeds along streets and sidewalks are unsightly (and a tripping hazard), curb line weed control is important in protecting our infrastructure from invasive roots which create paths for water to get into along our streets and sidewalks. In the colder months this water freezes and expands, creating bigger cracks and leading to quicker deterioration on pavement and concrete surfaces. With tens of thousands or hundreds of thousands of dollars spent on new pavement and sidewalks, it is prudent to do what we can to protect this investment of taxpayer dollars.

School zone lights were checked and activated the week before school started on both ends of the six locations they are present in Dover. Three traffic light complaints were investigated.

Six signs were and posts were installed in August, with twelve other work order pertaining to sign related issues being addressed. Five signs were installed in the Bellamy Rd parking lot near Dover High School for the Bellamy Park use. Signs were posted in the road by the

temporary sidewalk created for Red Shoe Barn employees to use while the drain re-construction project going through their parking lot is underway.

President Donald J. Trump proclaimed that flags should be lowered to half-staff as a mark of solemn respect for the victims of the terrible acts of violence perpetrated on August 3, 2019, in El Paso, Texas, and on August 4, 2019, in Dayton, Ohio, until sunset, August 8, 2019.

August library circulation totaled 23,965 items. (12,180 adult + 7,694 childrens print items; plus 4,091 items downloaded including 2,674 audiobooks & eBooks, 1,297 Hoopla streaming music, movies, and books, and 120 eMagazines).

191 new library patrons registered; total active cardholders 14,580. 10 of these new patrons were non-resident Dover workers or students (now 743 in that category).

Library museum passes were borrowed 134 times.

1,456 people attended, or registered for, 50 free programs at the library during August.

The library executed 31 U.S. passports in August.

Library circulation desks filled 1,627 patron hold requests.

41 new patrons registered for downloadable audiobooks/ eBooks (total = 4,886) and 39 registered for Hoopla (total = 1,356).

Internet and PC uses by the public totaled 1,601 on library workstations, plus another 6,241 via Wi-Fi, plus 58 Chromebook loans.

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

16,105 people visited the library during August, an average of 619 per day (open 26 days).

The library's 3D printer fulfilled 19 customer requests for printed objects.

Total Permits Issued: August 2019

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
19-251	SALEMA	14	CENTRAL AVENUE	CONST. AN A-2 USE GROUP STRUCTURE	C	15	400	566300	5688
19-318	ANNUNCIATION GREEK ORTH	221	LONG HILL ROAD	ERECT A TEMP. EVENT TENT	C	A	18-0	2850	53
19-323	PORTSMOUTH CHRISTIAN AC	20	SEABORNE DRIVE	EXPAND EXIST STAGE	C	J	1C0	4150	65
19-347	LIBERTY MUTUAL INS. CO.	100	LIBERTY WAY	PERFORM REPAIRS TO LOADING DOCK	C	E	3400	75000	775
19-350	SIDMORE	4	PROGRESS DRIVE	INSTALL A GROUND & ROOF MOUNTED	C	H	3620	382000	3845
19-365	MCCKRACKEN	43	MAIN STREET	REMOVE AND REPLACE FRONT STAIRS	C	3	1900	5412	75
19-372	HOPE COMMUNITY CHURCH	197	SIXTH STREET	TO ERECT AN EVENT TENT	C	E	73A0	2000	45
18-364	STF DEVELOPMENT CORP.	10	STRAWBERRY DRIVE	CONST. A 3 STORY MIXED USE STRUCT	C/R	40	43	2287500	22905
18-584	PATTERSON	29	PEARL STREET	REPAIR STRUCTURE FROM FALLEN TRE	R	27	24900	21765	245
19-073	JOHNSON	26	GLADIOLA WAY	CNVERT ATTIC & BSMNT TO ADD'L LI	R	A	2870	12400	205
19-079	KNOX MARSH DEVELOPMENT	88	SILVER STREET	CONST. A FOUR UNIT TOWNHOUSE STR	R	12	125	806400	8089
19-080	KNOX MARSH DEV. LLC	65	BOSTON HARBOR ROAD	CONST. A SINGLE FAMILY DWELLING	R	7	19B-3	150000	1580
19-081	KNOX MARSH DEV., LLC	61	BOSTON HARBOR ROAD	CONST. A SFD W/UNFN SHD BSMNT & A	R	7	19B1	150000	1525
19-201	HAMBONE LLC	6	SUN HAWK LANE	CONST. A SFD W/2 CAR ATT. GRGE W/U	R	E	74B0	243800	2465
19-273	HANSON	15	PEARSON DRIVE	DEMO OF GARAGE DUE TO FIRE	R	L	46R0	3800	63
19-285	FELIANNO, LESLIE	56	SUMMER STREET	INSTALL AN ABOVE GROUND SWIMMIN	R	12	100	2400	45
19-288	COONS	13	ANGLE STREET	INSTALL RPLCMNT BEDRMS WINDOWS	R	9	10100	7200	97
19-304	WOODBURN	189	SPUR ROAD	INT. RENO. KITCHEN & MSTR BTHRM	R	L	46T0	40000	425
19-306	MCPHETERS	5	DANIELLE LANE	INSTALL 6 RPLCMNT WINDOWS	R	1	49230	13606	161
19-307	ESTATE OF MARTIN WARD	21	ARROWBROOK ROAD	RMVL OF MANFCTRED HME, FOR DEM	R	I	2290	5000	75
19-309	GLADDEN	40	POLLY ANN TRAILER PARK	RECONSTRUCT AN ENTRYWALL	R	M	47C40	4000	65
19-311	DUFFY	59 61	FOURTH STREET	DEMO/RECNSTRCT A 20' X 22' GRGE	R	31	5700	20000	225

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
19-312	ECHO PROPERTY MANAGEME	337	OLD GARRISON ROAD	INT. IMPRVMENTS/RENO KITCHEN/BATH	R	J	13A0	45000	475
19-313	LEICHTHAMMER	15	COTE DRIVE	REMOVE A REAR DECK AS DIRECTED B	R	L	58G	1000	0
19-314	LEICHTHAMMER	15	COTE DRIVE	ENCLOSE WALLS OF A CARPORT & MO	R	I-58	15	17000	195
19-320	DALZELL	185	THREE RIVERS FARM ROAD	INSTALL ROOFTOP SOLAR PANEL PV A	R	N	400	98000	1005
19-321	WILSON	435	OLD GARRISON ROAD	CONST. A 2 CAR UNDER GARAGE W/UN	R	J-19	E-2	65000	675
19-322	LANOUE	85	HIDDEN VALLEY DRIVE	CONST. TWO DORMERS ON EXISTING G	R	I	94C7	25000	275
19-327	RUBEOR	26	HAWTHORN ROAD	CONST A PERGOLA	R	K	18A34	3500	65
19-328	HEARN	265	WASHINGTON STREET	PERFORM INT. IMPROVEMENTS OF 2ND	R	10	25	45000	475
19-331	KURSHINSKY	350	LONG HILL ROAD	CONST. A DETACHED GARAGE	R	A	40E	58000	605
19-332	ANDERSON	8	STARK AVENUE	PERFORM REPAIRS TO BUILDING AFTE	R	19	6400	7500	105
19-334	CHURCH	20	LISA BETH CIRCLE	INSTALL REPLACEMENT WINDOWS	R	44	D	8533	111
19-337	KOWALSKI-RICHARDS	58 60	COURT STREET	PERFORM INT. RENOV./ALT. KITCHEN,	R	20	104	82300	845
19-339	REXFORD	18	LUCY LANE	FINISH 3RD FLR FOR BEDRM AND ADD'	R	G	26170	16000	185
19-341	ESTRADA	23	MELODY TERRACE	REMOVE DECK AND REPLACE WITH LA	R	G	124J1	10380	125
19-351	HEATH	10	COLUMBUS AVENUE	RENOVATE BATHROOM	R	G	24R0	13000	155
19-357	DEARDORFF	9	LOWELL AVENUE	PERFORM INT. RENO. DUE TO WATER D	R	37	5100	45000	475
19-365	MCGLONE	5	FOREST STREET	ADD A 1ST FLR BATHRM TO EXISTING L	R	24	65A0	10000	125

Permit #	Owner's Last Name	Street #	Street	Description	Type	Map	Lot	Construction Value	Fee
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Total Permits Issued: 39

Total Construction Value: \$5,355,796.00

Total Fees Collected: \$54,612.00

Type of Permits Issued		Certificate of Occupancy's	
Commercial	3	Change of Use	0
Commercial Renovations	3	Commercial	1
Convert 1 to 2 Fmly Dwlg	0	Convert 1 to 2 Fmly Dwlg	0
Two Family Dwelling	0	Two Family Dwelling	0
Multi-Family Dwelling Units	4	Industrial	0
Industrial	0	Renovations	26
Industrial Renovations	0	Manufactured Dwlg	0
Manufactured Dwelling	0	Multi-Family Dwelling Units	0
Single Family Dwelling	3	Single Family Dwellings	4
Renovations Dwelling Unit	26	Accessory Dwelling Unit	0
Demo. of a Dwelling Unit	1		
Accessory Dwelling Unit	0		
		Total	31

2. Product & Process Outcomes

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

As the second-half tax payments are behind us and the new fiscal year begins, the City Clerk Tax Collection office is now focusing on preparations for the Municipal Election to be held November 5th. They are stocking filing forms and other supplies, updating the website, and arranging maintenance for the voting machines. The filing period for all elected officials begins on September 9th and closes at 4:00 P.M. on September 20th. With the passage of two resolutions by the Council, there will also be two questions on the ballot regarding Keno and Sports Betting.

Coalition Coordinator Vicki Hebert attended a film screening and panel discussion at SOS Recovery Community Organization in Dover on August 2nd about methadone. The film, Liquid Handcuffs, explored how methadone policies vary in countries across the world creating access barriers and challenges to using it to support recovery.

Vicki Hebert is currently working to organize a forum titled "Dover's Response to the Addiction Epidemic" that will take place on Saturday, September 28th. During the forum, Dovers police and fire chiefs will lead a presentation and discussion about the addiction epidemic and the City of Dovers response and progress. In addition, several community partner organizations and social service agencies working with the city to address substance misuse, mental health and homelessness, will be in attendance.

The United Way of the Greater Seacoast has awarded Granite Youth Alliance (GYA) another year of funding. The grant includes supporting 6 existing Youth to Youth teams in Rockingham County and expanding with 5 new teams in Strafford County. The funding provides support for youth empowerment teams, an annual conference, film festival and technical assistance from Dover Youth to Youth. Dover Coalition for Youth and Dover Youth to Youth staff have begun meeting with school administrators to expand the program into Strafford County. On August 29th a meeting was held with the superintendent and other key stakeholders in Rochester to explain the GYA opportunity. The district agreed to support at middle school team this coming school year.

Staff have also been working with Kennebunk Savings Bank to promote their investment in Granite Youth Alliance and Dover Youth to Youth. Blog posts have been developed and shared on social media along with a short promo video.

The Dover Teen Center calendar for August of 2019 consisted of educational and social programming for its youth participants. For the month, the teen center hosted a total of 215 participants on 18 days of programming, which yielded an average of approximately 12 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 Trip! – “Wallis Sands Beach” (8/5)
- TC Trip! – “Portland Sea Dogs Baseball Game” (8/7)
- TC Trip! – “White Lake State Park Hike, BBQ & Swim” (8/12)
- TC Annual Trip! – “Clark’s Trading Post” (8/13)
- TC Trip! – “York Beach” (8/15)
- TC Trip! – “Old Orchard Beach” (8/19)
- TC Trip! – “NH Fisher Cats Baseball Game” (8/22)
- TC End of Summer Special Trip! – “Canobie Lake Park” (8/26)
- TC Trip! – “Alton Bay Picnic & Swim” (8/27)
- TC Special Days – “Welcome Back to School Days” (8/28 & 8/29)

There were 4 new Teen Center registrations received in August 2019.

The Community Service program tracked three active participants during the month of August. A total of 14 community service hours were completed during the month. None of the participants finished his/her assigned hours.

The Diversion Committee met on August 28, 2019. The following is the diversion case breakdown:

- (3) cases in active diversion contracts
- (0) successful completions and releases
- (0) new cases heard

- (0) new cases pending for intake meetings
- (0) cases sent back for prosecution due to failure to comply with diversion contract.

On August 26, 2019, Officer Dunne attended a meet and greet for all incoming 5th grade students at DMS. Students, parents and siblings were invited to tour the school, meet their teachers, and try out their locker before the first day of school.

On August 27, 2019, Officer Dunne provided new officers McGee and Elbert tours off all of Dover’s public schools as well as the three private schools within the city.

On August 29, 2019, Officer Dunne met with 7th grade guidance counselor Meredith Vail to plan a lesson related to internet safety and proper social media usage. The two will teach a lesson together to the members of this year’s 7th grade class in the coming months.

Throughout the month of August, Officer Dunne worked to update the PACT (Police and Community Together) program, which will start in November for parents of 5th grade students.

During August, Officer Cooper became more familiar with Whittier Falls staff and residents. Officer Cooper continued to visit each of the properties to be present and to check in to see if there were any issues. Numerous residents contacted Officer Cooper directly, versus via dispatch, if they had a non-emergency issue.

On 08/01/2019, Officer Cooper met with several residents of Family Housing during a "Listening Tour." Officer Cooper spoke about scams and fielded questions about concerns within the neighborhood. On 08/07/2019, Officer Cooper met with DHA Resident Service Coordinator Mark Leno and DHA Director Allan Krans to discuss the tour. A large portion of the issues were non police matters and therefore addressed by the Dover Housing Authority.

Officer Cooper attended several additional special events in August. On 08/03/2019, Officer Cooper joined residents of Whittier Falls and Addison Place at Fort Foster. The family event was sponsored by Dover Police Charities. The residents were provided transportation, admission to the park, and a cookout; all free. There, she met with several families and had the opportunity to interact with them in a laid back setting.

On 08/23/2019, Officer Cooper attended a BBQ at the St. John Apartments.

On 08/26/2019, Officer Cooper participated in the annual DHA bike parade. Sgt. Tarmey and Officer Collis also attended and rode their bicycles in the parade. The event was a success and covered by Fosters Daily Democrat. Officers Cooper and Collis registered ten bikes and gave away two bike helmets.



Annual DHA Bike Parade

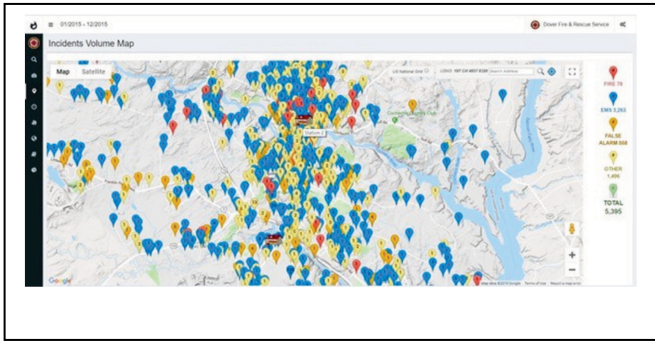
Deputy Chief McShane and Communications Supervisor Salantri met to discuss inter-department operational and efficiency improvements. In the dynamic environment of police/fire dispatching, continuous communication by the Supervisors at all 3 departments is inherent to the success of a successful dispatching operation. As Standard Operating Guidelines are updated at Fire & Rescue, this communication helps to ensure that the dispatching database and their internal operating procedures are in line with the expectations by DFR members in the field.

The three fire stations had their annual fire sprinkler testing completed. Admin staff and the City Fire/Life Safety Inspector will be meeting to review the individual reports and identify any immediate concerns. These reports are used to identify any issues on the facilities sprinkler and fire alarm systems, including conditions that may have been allowed under previous versions of the life safety code and should now be upgraded. Significant system upgrades will be included in Station Facility Upgrades as outlined in the current CIP.

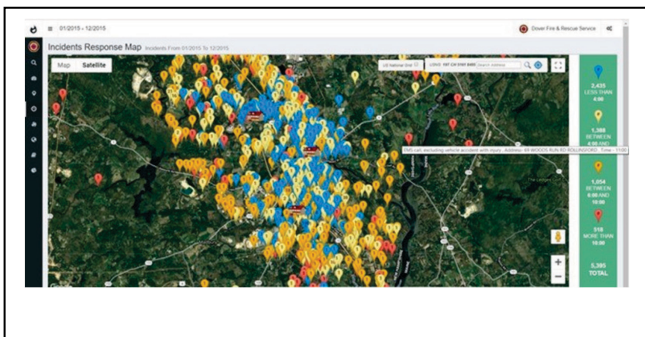
Staff continued to review a data analytics product from Fireworks Software. Now in the hands of City of Dover IT for review, fire personnel are looking forward to the implementation of this analytical software as a means to provide definitive data review on Dover Fire & Rescue incident types and call volume.

Below are a few screenshots of Fireworks visual analytics from Dover Fire 2015 NFIRS (Incident Reporting) data:

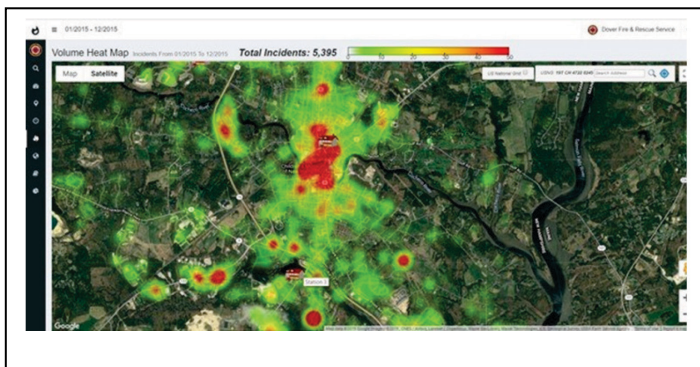
Calls by call type:



Calls coded by response time:



Frequency of calls, demonstrated in a heat map:



Deputy Chief McShane attended the monthly *Mental Health, Suicide Prevention & Our Community* workgroup meeting. This monthly meeting of local & county government & School Dept., non-governmental organizations, civic organizations meets monthly to discuss

the growing problem of mental health and suicide in the community.

Deputy Chief McShane and Division Chief Spainhower developed options to utilize available grants to address the growing problem of Opioid addiction in the community. Plan development includes instituting a "Leave Behind Kit" program, in which first responders will distribute pre-packaged kits to narcotic overdose at-risk populations. These kits include items such as recovery access information, CPR mask, Narcan and Narcan administration instructions. Both Deputy Chief McShane and Division Chief Spainhower attended *OOD in the 603* training with area departments to learn about the Leave Behind Kits and the associated grant.

Fire Safety Festival planning group met to discuss the upcoming FSF, location, schedule and theme. A walkthrough was conducted at the new Dover High School Auditorium to determine the feasibility of using the newly constructed venue for a collective presentation to the various elementary schools in the community. This would be a new alternative to the previous (labor intensive) practice of presenting multiple shows at 5 different venues throughout the City.

Deputy Chief McShane attended the monthly Seacoast Chiefs Mutual Aid Organization Training Committee Meeting, and has organized the fall training seminar. This year's presentation is by Dr. David Griffin, *Turning PTSD into Post Traumatic Growth* to be held on Sept. 20th at the Elks Lodge in Dover. Dr Griffin, a member of the Charlestown, SC Fire Department, was one of the first due members at the 2007 Charlestown Sofa Super Store fire, which killed 9 members of the CFD. He speaks

nationally on a variety of topics, all based on his willingness to turn the negative events of that day into a positive growth experience for himself and the national fire service.

Deputy Chief McShane worked with New Hampshire Information & Analysis Center, part of the Dept. of Safety to share information which lead to the production of a situational awareness bulletin that was distributed throughout the state pertaining to first responder safety when responding to chemical suicides. This situational awareness bulletin was a result of an attempted chemical suicide. Fortunately, intervention by DF&R personnel prevented loss of life to the individual. The informational bulletin can be found here: [Situational Awareness Bulletin](#).

In August, DFR and DPD chiefs met with SAU Administrative Staff to discuss training needs for the school faculty community, and how best to address growing concerns with hostile school environments and the growing threat of an active shooter scenario in our public schools. After meeting again with a wider group of all-school administrative staff members in September, a district-wide training is being planned for November.

DFR and DPD chiefs met with City IT staff and Community Services Administration to review the July ESRI conference and to begin discussing ways to implement some of the features and innovative functionalities that were previewed at the San Diego conference, into City of Dover emergency planning and operational guidelines. An ESRI representative participated via conference call, and provided guidance as to the levels of service and features available through various ESRI product subscriptions.

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 Amendments went for their first reading in August and were forwarded to a public hearing in September. City Planner Benton and the consultant continued editing the guiding document to accompany the amendments.

The City Manager, Media Services Manager and the Community Development Planner met with a representative from the U.S. Census Bureau to discuss the 2020 Census.

Planning and Community Development and Parking staff worked on requirements for a parking agreement for long term parking at the Transportation Center parking lot for two downtown mixed use projects. On May 21st, the Parking Commission endorsed both agreements. The Council approved the long term parking in June and the Planning Board approved both site plans.

Planning and Community Development Department staff prepared a report to the Planning Board in June on the use of Transfer of Development Rights to date. The review looked at how much usage there has been and the home sales points. At this point, while 9 projects had been approved, not enough homes had

been built for there to be sales data. The Board asked staff to continue to monitor sales through January and report back then.

Planning and Community Development staff continue to convert the Department's filing system from project file number to all be by Tax Map and Lot number to better serve the public looking for property history. Work is underway to migrate zoning and permits (customary home occupation, sign etc.)

The Assistant City Manager attended the August 8 and July 20th meeting held by the Rezoning Committee. The committee finalized its report and presented it to the Planning Board on August 27th at a workshop. The final report is online at <https://www.dover.nh.gov/Assets/government/city-operations/2document/planning/outreach/Final%20Report%20V2.pdf>

The Assistant City Manager joined the City Manager, Mayor Weston and Councilor Shanahan on August 5th to meet with residents who bought homes on private roads. At the meeting the group discussed the legal framework which governs development in Dover and how the Planning Board reviews subdivisions. Various aspects of development, including property taxes, services paid for by taxes, deeds and materials used to convey the fact a road is private or public were discussed. The Planning Board will create a subcommittee to review the local regulations and process in place.

The Assistant City Manager attended the Coffee with the Council and Mayor on August 10th. The meeting was a positive interaction with residents and business owners to discuss

parking downtown, the development process, and transportation projects under review by the community. In addition there was a general discussion about the budget development and review process.

The City went out to bid for services to update the Recreation Chapter of the Master Plan. A contract was signed between the City and Strafford County Regional Planning Commission to begin the overhaul of the Recreation Master Plan Chapter after the scope was finalized. It was below the \$25,000 threshold and therefore did not require City Council approval.

The Assistant City Manager attended a meeting on August 8th at NHDOT. At the meeting discussion continued on 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. The City Council asked the Heritage Commission to review options for mitigation and report back.

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

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.

Planning and Community Services staff reviewed concerns raised by residents and property owners of Childs Drive. While this is a private drive, it should be built per plan. The concerns raised include stormwater management infrastructure functionality and signage.

City Planner Bird met with the Forest Management Sub-committee of the Conservation Commission on August 5th to discuss the draft Request for Proposals for forest management plans for City owned parcels and urban street trees. Met with the Purchasing Agent to review the RFP on August 12th.

The Pplaygrounds Program wrapped up with the last day on August 9th. Rec began taking registrations for new fall sessions of Shape up with Lisa Interval Strength classes. All classes are held in the McConnell Center Dance Studio. The gym was closed for 3 weeks to allow for sanding, re-painting and sealing. Fall field scheduling continued.

The Jenny Thompson Outdoor Pool has been very busy through the month of August, with all of the beautiful weather have had some of the busiest days of the summer. All swim lessons came to an end August 16th, lessons were very popular throughout the summer. Various groups continued to use pools for swim practice such as Seacoast Swimming, Oyster River Otters, Great Bay Masters, Cannonball Swim and the Exeter Swim Team. Also had

various camp programs use the outdoor pool such as the City of Dover summer camps, Rollinsford Rec, Somersworth Rec, Kittery Rec, York Rec, Barrington Rec and Tri-Star Gymnastics camp. The summer staff is now departing for school though some will be staying on for the school year, the pools are terribly shorthanded with management needing to frequently lifeguard on the pool deck. The indoor pool closed on August 19th to undergo its annual maintenance and will reopen on Tuesday September 3rd. Overall it was a very good and busy summer with no major problems. The Jenny Thompson Pool closed for the season on Labor Day. Attendance for the Month of August includes an average of 300 patrons at the Jenny Thompson Pool every day for Rec Swim as well as 25 Lap swimmers and 30 Masters swim team participants. The indoor pool saw an average of 50 patrons taking advantage of lap swim.

August at the Dover Arena is a busy time as Camp Kool is wrapping up and the arena hosts several hockey camps. The Cocheco Valley Rollers had final practice to end the off-ice events for the summer. Rock Night continues to grow in numbers as the start of school quickly approaches. The summer COED League wrapped up playoffs and is gearing up for the upcoming Fall Season. The Over 45 Summer League also wrapped up season and are gearing up for the fall season with very high interest. The month of September brings Dover Youth Hockey and the start of Arena's fall programs. The first day of skating on the Foster Rink will be September 15.

In addition to all ongoing activities, the Senior Center members continue to use fitness areas at Dover Recreation. Senior exercise, with the exception of Flexibility, has been on hiatus as a complete makeover on the fantastic gym floor

was done. It looks amazing! Pickleball is offered Tuesday and Friday mornings. In August saw the fabulous Broadway musical, Chicago, at the Winnepesaukee Theater, witnessed Murder on the Orient Express at Ogunquit Playhouse, gasped in amazement at Cirque du Soleil in Portland and took 2 full buses (94 people) on the Gloucester Lobster Cruise! Also had document party for the folks going to Utah in September and had travel presentation for the September 2020 trip to Pacific Northwest. The Center is sorry to see summer go but welcome September as many activities resume after Labor Day and its Senior Center Month too!

50 August programs at the Dover Public Library were attended by 1,456 people. These included:

4 Craft sessions 616; Happy Helpers visit 8; Yoga for kids 9; Drawing class 10; Toy Library opening 78; Parenting group @ WDH 25; Bike parade at SOCC 23; 2 Teen escape rooms 20; 2 Dungeons & Dragons groups 23; Friends program 41; Musician concert 11; Loon program 29; Pizza & Pages 7; 3D prints 19; Memory Lab scanner/VHS 4 uses; Circuit 1 use; Photo box 1 use; 5 movies 21; Book group 8; 2 Discussion groups 12; 2 Knitting groups 11; 2 Lego Saturdays 22; Game Night 9; Lawn trivia 13; 9 Little Free Library visits, adding 421 books; 3 Book-A-Librarian appointments; 2 Langdon Place visits 10; and Passports 33.

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 City Clerk Tax Collection Office has mailed postcards to registered voters for Wards 1, 2, and 3 to notify them of their new polling place.

Listed below are all polling places for the City:

Ward 1 – Horne Street Elementary School

Ward 2 – Woodman Park Elementary School

Ward 3 – St. Ann’s Rehabilitation Center

Ward 4 – Elks Lodge

Ward 5 – St. John’s Methodist Church

Ward 6 – Riverside Rest Home

Media Services provided end-to-end production of live and recorded events in August, producing content for Channels 22 and 95, and online viewing. This included special programming on a variety of city programs and initiatives, including the Police Department’s virtual camera program; a primer on boards and commissions; changes to the parking system, and more.

In August, Media Services completed the first live broadcast and live stream from Dover High School. Working with the city and school department’s IT staff, Media Services oversaw the live meeting of the Governor and Executive Council, held in the school’s auditorium. The production required significant network modifications, but proved a success and helps

formalize a broadcast setup from the school. When plans for a media center were dropped at the new school, Media Services looked at additional broadcast options at the school. The system in place now will allow for future broadcasts from the auditorium. In addition, work is continuing to bridge the cable system control center with the new school.

Media Services produced a video for the schools titled, “Why I Teach, How I Learn: Thoughts About Teaching and Teachers,” which featured Dover teachers and students. The video was shown to all Dover teachers during a welcome-back session, and then made public. The video is intended to be part of an ongoing series.

Media Services produced videos and related media in August to help promote Greater Dover Chamber of Commerce and Dover Main Street events, including Main Street’s Dover Art Walk and the Chamber’s Local Expert Series.

Media Services fulfilled several requests from various publications for photography and video of the City of Dover.

Media Services prepared and distributed 36 newsletters in August, including the weekly editions of Dover Download and numerous special announcements, as well as new project

newsletters. These newsletters are designed to help communicate a wide variety of information to the public, of general interest and for specific projects and topics, and to instill the city's commitment to community stewardship.

Media Services distributed 51 press releases and numerous updates to the website and social media in June.

In August, DNTV-22 televised live, rebroadcast and made available online 18 public meetings and 4 special events. In addition, Media Services processed archival audio for all televised meetings, as well as additional audio for several boards and commissions, which is available via the city's archive of meetings and meeting minutes. This level of transparency in local governance adheres to the city's commitment to accountability to the public it serves.

On August 13th, five members of Dover Youth to Youth traveled to downtown Boston and provided training to "The 84 Movement", an organization of high school students involved in drug prevention. Fourteen Boston students were given in-depth training on teaching techniques and effective presentation skills.



Dover students presenting to youth advocates from Boston, MA.

On August 16th seven members of Dover Youth to Youth traveled to Cohasset, MA and provided training to a group of 25 "youth ambassadors" who are expected to take a leadership role in drug prevention in that community next year. The Dover students provided training about proposing legislative policy changes, presentation skills and advocacy initiatives. Also attending the training were youth from Norwood, MA and Scituate, MA and several adults interested in the Dover approach to engaging youth in the community.



Dover students providing training to youth advocates in Cohasset, Mass in August.

On August 21st four members of Dover Youth to Youth provided a one-hour webinar to youth advocates in Texas on using counter advertising techniques to respond to deceptive advertising by the alcohol and tobacco industries. The Texas students are from a program called Texans Standing Tall which provides opportunities for youth from throughout the state to be involved as leaders in drug prevention activities.



Y2Y students presenting a webinar on media messaging to youth advocates from Texas.

On August 21st, Sgt. Tarmey met with administrative staff at St Thomas Aquinas High School to discuss school safety and future active shooter training with the school staff. A tentative CRASE (Citizen Response to Active Shooter Events) training was scheduled for November 8th at the school.

On August 22nd and 23rd, Sgt. Tarmey, SRO Dunne and SRO Pike attended the annual School Resource Officer Conference in Concord NH.

On August 26th, Sgt. Tarmey, Officer Plummer and Officer Collis conducted CRASE (Citizen Response to Active Shooter Events) training at the Seacoast Charter School. This was a follow-up to a July meeting at the school where safety issues were identified and addressed with the staff.

Also on August 26th, Sgt. Tarmey, Officer Collis and Officer Cooper attended the annual Bike Parade at the Dover Housing Authority. The event was very well attended by the residents there.

On August 20, 2019, Officer Dunne and Officer Collis spoke with young children at Little Tree Daycare about basic safety and the importance of knowing their biographical information in the event they get lost. The children were also treated to a tour of a marked and an unmarked police cruiser. The children ranged in ages from several months old to 4 years old.



Chief Breault chats with a young fan at National Night Out.

On August 6, several members of the Police Department participated in National Night Out. The event, held in Henry Law Park, resulted in hundreds of community members attending and interacting with the many members of the Police Department in attendance. A variety of brochures on various substance misuse topics were distributed along with dozens of drug disposal bags. Those that came were also able to explore police vehicles and meet members of Dover Fire and Rescue. The park was filled with family oriented games and guests enjoyed a scavenger hunt with a plethora of raffle prizes.



Officer Lynch shows a young National Night Out attendee the police motorcycle.



Officers Killian Kondrup and Derek O'Neil interact with children during National Night Out.



Officer Collis shows a potential future recruit his SWAT vest.

National Night Out - Dover Fire & Rescue participated in National Night Out, providing fire and life safety education utilizing the department's Fire Safety Trailer. Additionally, fire apparatus tours and a youth fire suppression prop were available for the audience to participate in a "touch-a-truck" event and ability to actually flow water through a fire hose at the prop. The firefighter's union provided free drinks and hamburgers (procured by PD) to the public. Fire Department personnel mingled with the public and participated in field games with the youth throughout the evening.



The South End duty shift joined up with the Shaw's Lane soccer camp (shown below) for their final day of activities. Although not many soccer skills were displayed by the members of DFR, a good time was had by all:



On

On August 28th the Police Department participated an event organized by the Mounted Unit at Lickee's and Chewy's, a candy store/ice cream shop in the downtown. The event, "Cones with Cops", allowed several members of the department to interact with a number of families while everyone enjoyed ice cream. Kids had the opportunity to sit inside a cruiser parked outside.



Sergeant Tarmey plays a game with a young resident during the Cones with Cops event at Lickey's and Chewey's.

August 26, 2019, the Moluccas Association of NH (and Indonesian faith based organization) made a donation to Dover Police Charities in appreciation for the department's stance on immigration issues.



Chief Breault accepting a \$500 donation from the Mollacus Association of NH on behalf of Dover Police Charities.

Division Chief Spainhower, Division Chief Craig Chabot and members of Dover Fire delivered a CPR/AED course at Saint Mary Academy during their teacher workshop on August 29th. Twenty-one SMA staff members successfully completed the American Heart Association course. These numbers of newly trained CPR certified community members reinforce Dover's recently recognized status as a "New Hampshire Heartsafe Community", as was recognized earlier this summer at a City Council meeting.

There are more than 356,000 out-of-hospital cardiac arrests annually in the U.S., nearly 90% of them fatal, according to the American Heart Association's newly released Heart Disease and Stroke Statistics - 2018 Update. Sudden cardiac arrest can happen to anyone, at any time. Being able to provide help to anyone at any time is a powerful thing.

Fire & Rescue participated in the 30th annual Whittier Falls Bike Parade. Members served as judges of the annual neighborhood bike decorating contest, and then joined in the bike parade with fire apparatus, as the young participants rode, walked or were towed around the neighborhood circle in the annual Dover Housing Authority celebration.

Command Staff attended the session of *Coffee With the Mayor and City Council*, a forum designed to discuss ongoing and future development in the City. Attended by over a hundred members of the community, it was an opportunity to meet and discuss concerns with a variety of citizens, and to join with other Department Heads in both listening to concerns and explaining the background to many of the issues that residents had questions or concerns with.

Command Staff attended a Town Hall Meeting with US Senator Jeanne Shaheen, designed to provide an opportunity for local residents to hear the Senator's position on NH related issues at the National level, and to observe the Senator's responses to a multitude of concerns from local residents. Prior to the public forum, Senator Shaheen met privately with City Staff to discuss any issues of concern. Topics such as mental health, the opioid addiction crisis and federal/state budget were all discussed.



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).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 1,902 fans).

Planning and Community Development staff updated sections of the Department website

including the Cochecho Waterfront Development and Community Trail.

Through the shared Dovertown Library System, DPL borrowed 113 titles from the schools and lent 11 items to the schools.

Through the statewide collaborative NHAIS system, DPL's Interlibrary Loan dept. sent 288 volumes to other libraries and borrowed 118 from other libraries for Dover patrons.

The library has 4,344 subscribers to its two monthly e-newsletters.

Library staff posted 139 items to its various social media platforms in August. Total social media platform followers = 11,720

The library has 3,661 Facebook followers, 1,181 Pinterest followers, 1,519 Instagram followers, and 1,015 Twitter followers.

The library blog was viewed 160 times in August.

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	08/27/2019	202001740	SOUTHERN COMPUTER WAREHOUSE	\$6,713.89
City Finance Office	08/13/2019	202001393	INTERWARE DEVELOPMENT CO INC	\$12,986.05
City Finance Office	08/20/2019	202001566	AECOM TECHNICAL SERVICES, INC.	\$6,150.58
City Finance Office	08/20/2019	202001567	AECOM TECHNICAL SERVICES, INC.	\$9,253.01
Community Services	08/05/2019	202001043	MACKINNON & SONS EXCAVATING, LLC	\$15,000.00
Community Services	08/05/2019	202001042	NORMAN R. GAGNON CONSTRUCTION,	\$28,840.00
Community Services	08/06/2019	202001131	TED BERRY CO., INC.	\$8,750.00
Community Services	08/07/2019	202001199	FISHER AUTO PARTS	\$6,025.79
Community Services	08/08/2019	202001262	PESCHEL CONSULTING, LLC	\$113,912.24
Community Services	08/13/2019	202001386	COMPUTERIZED FLEET ANALYSIS, INC	\$11,400.00
Community Services	08/13/2019	202001398	TRI-STATE SEALCOATING & PAVING,	\$15,622.00
Community Services	08/14/2019	202001456	CITY OF DOVER-WATER~SEWER DEPT.	\$6,609.20
Community Services	08/26/2019	202001722	SOUTHWORTH-MILTON INC	\$26,273.18
Community Services	08/26/2019	202001720	MAHER CORPORATION	\$46,015.60
Community Services	08/26/2019	202001718	CARENO CONSTRUCTION COMPANY	\$119,500.00
Community Services	08/27/2019	202001742	WATER INDUSTRIES, INC.	\$7,649.10
Community Services	08/27/2019	202001745	HEG,INC. / HAFFNERS	\$68,475.00
Community Services	08/28/2019	202001885	BROX INDUSTRIES, INC.	\$6,180.05
Community Services	08/28/2019	202001893	TRI-STATE SEALCOATING & PAVING,	\$30,525.00
Executive	08/26/2019	202001721	SHEEHAN, PHINNEY, BASS & GREEN	\$8,484.65
Executive	08/28/2019	202001891	SHEEHAN, PHINNEY, BASS & GREEN	\$8,710.00
Fire and Rescue	08/01/2019	202001004	BERGERON PROTECTIVE CLOTHING LLC	\$11,052.71
Fire and Rescue	08/21/2019	202001607	QUICK MED CLAIMS, LLC.	\$5,309.27
Police	08/01/2019	202001005	PARKEON	\$44,280.00
Police	08/08/2019	202001260	MOTOROLA, INC.	\$6,569.10
Police	08/08/2019	202001258	2 WAY COMMUNICATIONS SERVICE, INC.	\$27,564.00
Police	08/21/2019	202001649	TRACKER PRODUCTS, LLC	\$9,300.00
Public Library	08/13/2019	202001396	MIDWEST TAPE, LLC	\$24,500.00
Public Library	08/26/2019	202001724	BYWATER SOLUTIONS, LLC	\$11,000.00
Recreation	08/06/2019	202001094	COLLIERS INTERNATIONAL-NH	\$5,004.09
Recreation	08/07/2019	202001204	CITY OF DOVER-GENERAL FUND	\$9,940.00
Recreation	08/13/2019	202001403	RE VISION IMPACT FUND 2 LLC	\$6,000.00
Recreation	08/13/2019	202001415	CITY OF DOVER-WATER~SEWER DEPT.	\$6,481.38
Recreation	08/13/2019	202001416	CITY OF DOVER-WATER~SEWER DEPT.	\$7,348.56
Recreation	08/20/2019	202001570	FOX TOURS	\$9,506.00

Recreation	08/21/2019	202001608	CONCORD AWNING & CANVAS	\$6,800.00
Recreation	08/21/2019	202001588	FOX TOURS	\$8,613.00
Recreation	08/21/2019	202001609	MUSCO SPORTS LIGHTING, LLC.	\$150,762.00
Recreation	08/28/2019	202001903	URBAN TREE SERVICE	\$14,880.00

BIDS

Department	Bid #	Bid Date	Description
Community Services	B20004	08/08/19	Whittier Street Sidewalk Improvements
	Q20-007	08/21/19	Overhead Door Repair
	Q20-009	08/21/19	Yard Waste Disposal
	Q20-005	08/21/19	Stand-by Generator Maintenance
	B20018	08/22/19	Stella Hook Lift
Police	B20017	08/21/19	Sale of Four Surplus Police Vehicles
	B20016	08/29/19	Removal and Transfer of Public Safety Equipment

Command staff conducted a visit to the Portsmouth Fire Department to look at their newly acquired rescue boat for proposal information for the CIP, then followed up to meet as a group and discuss current CIP items, reviewing operations and needs, to assess the inclusion of future items in to the long range CIP plan.

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. In August, departments continued to finalize requests and the basic financial components were reviewed.

The Library debuted its new Toy Lending Library on August 17, made possible by a grant from the NH Toy Library Network at UNH. These three-dozen toys for various ages promote creative learning and help children develop necessary cognitive and motor skills. Each may be checked out for three weeks, just like a book.

Passport application processing fees provide a continuing source of revenue for the library. At \$35 per application, the library received \$1,155 in passport revenue during August.

The Library Director presented the Space Needs Reconfiguration Plan to the City Council at a workshop on August 14. Done in five stages, the renovations would cost approximately \$1.7 million and begin in 2023.

Community Services CIP Projects were not reported on for the month of August.

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 goal 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. **July:** No update. **August:** No update.

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 city's 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. **July:** No update. **August:** No update.

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 Shaw's 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. **July:** No update. **August:** No update.

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.

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.

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

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 12th at 6:00 pm in the park. The Amanda Howard Park project has officially kicked off with the first neighborhood meeting held on July 12th at the park. Over 20 people were in attendance and a lot of good ideas and 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.
August 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.
August 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. Staff coordinated negotiation sessions and telephone calls with the developer's team and the City's outside attorney on August 8th, 12th and 22nd. City Planner Bird had a conference call on August 13th with the City's consultants on the NHDES Wetlands Permit application and mitigation.

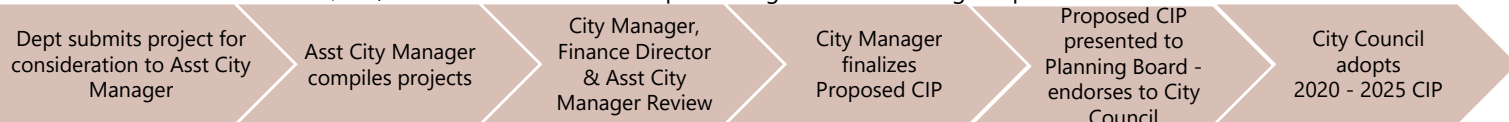
Capital Improvement Project



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.
August 2019	No update.

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.

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 & Community Development Department

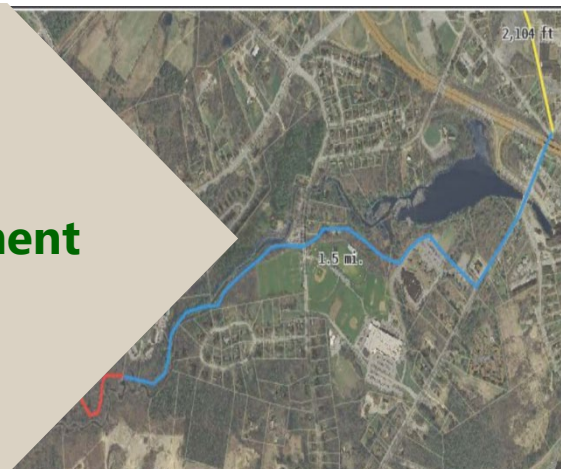
Project Coordinators: Christopher Parker, Assistant City Manager

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.
August 2019	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. The City received one high bid in the round in August and has decided to change the scope of the project. Staff will work with the consultant in September to revise the scope, add to the overall design, and prepare bid documents to go out for the entire City project.

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.
August 2019	No update.

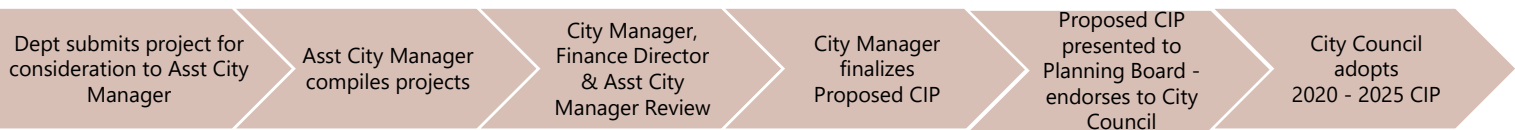
Capital Improvement Project



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.



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. Tritech 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.
August 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 was held in early August to gain input from the area residents. The lighting and the fencing bids were accepted and materials are on order.

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) August 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	87,451	121,091	10.0	1,096,105	0	1,096,105	90.1
Expenditures	1,007,445	86,131	134,384	13.3	873,061	415,975	457,086	45.4
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>1,320</u>	<u>(13,294)</u>	<u>(3)</u>	<u>13,294</u>	<u>(415,975)</u>	<u>429,268</u>	<u>(155)</u>

City of Dover

Expenditures of Major Funds

August 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	\$ 4,974	\$ 26,544	5.0%	\$ 528,507	\$ 269,690	\$ 258,818	46.6%
Executive	1,206,257	104,023	210,005	17.0	996,252	681,911	314,341	26.1
Finance	1,935,480	167,105	371,826	19.0	1,563,654	1,126,929	436,726	22.6
Planning	793,802	86,098	151,617	19.0	642,185	466,299	175,886	22.2
Misc General Government	865,586	28,311	68,261	8.0	797,325	82,151	715,173	82.6
Police	9,532,994	758,037	1,644,784	17.0	7,888,210	5,220,768	2,667,442	28.0
Fire & Rescue	9,821,524	814,293	1,674,972	17.0	8,146,552	4,703,467	3,443,084	35.1
Community Service Public Works	8,001,097	409,750	739,199	9.0	7,261,898	2,610,215	4,651,683	58.1
Recreation	2,361,663	197,574	352,904	15.0	2,008,759	886,773	1,121,986	47.5
Public Library	1,565,776	175,354	297,114	19.0	1,268,662	878,403	390,259	24.9
Public Welfare	804,876	48,413	77,545	10.0	727,331	138,173	589,158	73.2
Debt Service	12,853,698	3,247	3,247	0.0	12,850,451	35,716	12,814,736	99.7
Other Financing Sources/Uses	3,927,672	-	131,645	3.0	3,796,027	-	3,796,027	96.6
School	58,177,215	2,107,855	2,805,228	5.0	55,371,987	41,774,927	13,597,060	23.4
Intergovernmental	9,297,806	-	-	0.0	9,297,806	-	9,297,806	100.0
Sub-total : 1000 General Fund	\$ 121,700,497	\$ 4,905,033	\$ 8,554,893	7.0%	\$ 113,145,604	\$ 58,875,419	\$ 54,270,185	44.6%
3213 Parking Activity Fund								
Police	\$ 1,019,725	\$ 49,127	\$ 89,320	9.0%	\$ 930,405	\$ 325,451	\$ 604,954	59.3%
Sub-total : 3213 Parking Activity Fund	\$ 1,019,725	\$ 49,127	\$ 89,320	8.8%	\$ 930,405	\$ 325,451	\$ 604,954	59.3%
3320 Residential Solid Waste Fund								
Community Service Public Works	\$ 1,155,460	\$ 79,949	\$ 99,364	9.0%	\$ 1,056,096	\$ 904,709	\$ 151,387	13.1%
Sub-total : 3320 Residential Solid Waste Fund	\$ 1,155,460	\$ 79,949	\$ 99,364	8.6%	\$ 1,056,096	\$ 904,709	\$ 151,387	13.1%
3381 McConnell Center Fund								
Recreation	\$ 933,929	\$ 37,253	\$ 66,943	7.0%	\$ 866,986	\$ 204,929	\$ 662,058	70.9%
Sub-total : 3381 McConnell Center Fund	\$ 933,929	\$ 37,253	\$ 66,943	7.2%	\$ 866,986	\$ 204,929	\$ 662,058	70.9%
3410 Recreation Special Revenue Fund								
Recreation	\$ 479,480	\$ 71,199	\$ 131,343	27.0%	\$ 348,137	\$ 90,473	\$ 257,664	53.7%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 479,480	\$ 71,199	\$ 131,343	27.4%	\$ 348,137	\$ 90,473	\$ 257,664	53.7%
5300 Water Fund								
Community Service Public Works	\$ 5,901,912	\$ 288,780	\$ 617,095	10.0%	\$ 5,284,817	\$ 1,173,510	\$ 4,111,306	69.7%
Sub-total : 5300 Water Fund	\$ 5,901,912	\$ 288,780	\$ 617,095	10.5%	\$ 5,284,817	\$ 1,173,510	\$ 4,111,306	69.7%
5320 Sewer Fund								
Community Service Public Works	\$ 8,272,046	\$ 308,313	\$ 807,148	10.0%	\$ 7,464,898	\$ 2,135,367	\$ 5,329,531	64.4%
Sub-total : 5320 Sewer Fund	\$ 8,272,046	\$ 308,313	\$ 807,148	9.8%	\$ 7,464,898	\$ 2,135,367	\$ 5,329,531	64.4%
6100 Dovernet Fund								
Other Financing Sources/Uses	\$ 1,516,176	\$ 95,917	\$ 185,421	12.0%	\$ 1,330,755	\$ 554,070	\$ 776,685	51.2%
Sub-total : 6100 Dovernet Fund	\$ 1,516,176	\$ 95,917	\$ 185,421	12.2%	\$ 1,330,755	\$ 554,070	\$ 776,685	51.2%
Total : EXPENDITURES	\$ 140,979,225	\$ 5,835,569	\$ 10,551,527	7.5%	\$ 130,427,698	\$ 64,263,928	\$ 66,163,770	46.9%

City of Dover

Revenues of Major Funds August 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	\$ 604,934	\$ 2,405,944	3.0%	\$ 88,900,493	\$ -	\$ 88,900,493	(97.4)%
Licenses & Permits	6,648,284	697,533	1,204,862	18.0	5,443,422	-	5,443,422	81.9
Intergovernmental	2,329,725	4,745	194,535	8.0	2,135,190	-	2,135,190	91.6
Charges for Services	3,822,518	245,381	508,168	13.0	3,314,350	-	3,314,350	86.7
Miscellaneous Revenue	805,604	98,774	217,931	27.0	587,673	-	587,673	72.9
Education	16,237,275	332,407	373,759	2.0	15,863,516	-	15,863,516	97.7
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	\$ 1,983,774	\$ 4,905,198	4.0%	\$ 116,795,299	\$ -	\$ 116,795,299	96.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 228,000	\$ 19,867	\$ 65,147	29.0%	162,853	\$ -	\$ 162,853	71.4%
Parking Income	610,000	83,271	159,591	26.0%	450,409	-	450,409	73.8%
Parking Fines	181,725	11,960	25,022	14.0%	156,704	-	156,704	86.2%
Other Financing Sources	0	-	-	0.0	-	-	0	0.0
Sub-total : 3213 Parking Activity Fund	\$ 1,019,725	\$ 115,097	\$ 249,759	24.0%	\$ 769,966	\$ -	\$ 769,966	75.5%
3320 Residential Solid Waste Fund								
Intergovernmental	\$ 11,500	\$ -	\$ -	0.0%	\$ 11,500	\$ -	\$ 11,500	100.0%
Charges for Services	1,036,082	98,709	204,664	20.0%	831,418	-	831,418	80.2%
Miscellaneous Revenue	0	710	766	0.0	(766)	-	(766)	0.0
Other Financing Sources	0	-	-	0.0	0	-	0	0.0
Sub-total : 3320 Residential Solid Waste	\$ 1,047,582	\$ 99,419	\$ 205,430	20.0%	\$ 842,152	\$ -	\$ 842,152	80.4%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 753,885	\$ 23,900	\$ 78,810	10.0%	\$ 675,075	\$ -	\$ 675,075	89.5%
Operating Transfers In	180,044	-	32,218	18.0	147,826	-	147,826	82.1
Sub-total : 3381 McConnell Center	\$ 933,929	\$ 23,900	\$ 111,027	12.0%	\$ 822,902	\$ -	\$ 822,902	88.1%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 443,980	\$ 20,630	\$ 66,100	15.0%	\$ 377,880	\$ -	\$ 377,880	85.1%
Miscellaneous Revenue	15,500	4	109	0.0	15,392	-	15,392	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	\$ 20,634	\$ 66,208	14.0%	\$ 413,272	\$ -	\$ 413,272	86.2%
5300 Water Fund								
Intergovernmental	\$ 2,500	\$ 288,448	\$ 288,448	11538.0%	\$ (285,948)	\$ -	\$ (285,948)	-11437.9%
Charges for Services	5,792,263	541,404	784,266	0.1	5,007,997	-	5,007,997	86.5
Miscellaneous Revenue	70,500	20,549	39,770	56.0	30,730	-	30,730	43.6
Sub-total : 5300 Water Fund	\$ 5,865,263	\$ 850,400	\$ 1,112,484	19.0%	\$ 4,752,779	\$ -	\$ 4,752,779	81.0%
5320 Sewer Fund								
Intergovernmental	\$ 31,974	\$ -	\$ -	0.0%	\$ 31,974	\$ -	\$ 31,974	100.0%
Charges for Services	7,569,359	731,923	1,107,403	15.0	6,461,956	-	6,461,956	85.4
Miscellaneous Revenue	57,000	13,638	27,450	48.0	29,550	-	29,550	51.8
Other Financing Sources	520,992	-	-	0.0	520,992	-	520,992	100.0
Sub-total : 5320 Sewer Fund	\$ 8,179,325	\$ 745,561	\$ 1,134,853	14.0%	\$ 7,044,472	\$ -	\$ 7,044,472	86.1%
6100 Dovernet Fund								
Charges for Services	\$ 1,343,994	\$ 108,752	\$ 184,064	14.0%	\$ 1,159,930	\$ -	\$ 1,159,930	86.3%
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	\$ 108,752	\$ 184,064	13.0%	\$ 1,284,930	\$ -	\$ 1,284,930	87.5%
Total : REVENUES	\$ 140,694,795	\$ 3,947,537	\$ 7,969,024	6.0%	\$ 132,725,771	\$ -	\$ 132,725,771	94.3%

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 – September 2019

Employee Name	Division	Years of Service
Beaudoin, Cathleen C	Library	44
Beaulieu, Carey R	Police	37
Tremblay, Carolyn	Library	34
Flanagan, David B	FG	31
Dalton, Lisa C	Police	30
Maxfield, James H	Fire	25
Berry, Lisa M	Recreation	22
Frank, William R	Public Works	22
Arsenault, Michael A	Recreation	21
Bessette, Colleen E	Executive	21
Vincent, Susan J	Library	21
McNulty, Patrick K	Recreation	20
Hilton, Warren E	Public Works	19
Pettingill, Scott D	Police	19
Meyers, Kathleen B	Executive	17
Treadwell, Cynthia L	Finance	15
Nadeau, Mark R	Police	10
Mitrushi, Alexander K	Police	7
Simmons, Patrick S	Fire	7
Fontaine, Lauren E	Finance	6
Young, Gretchen A	Public Works	5
Carpenter, David A	Planning	4
Mitchell, Casey S	CS WWTP	4
Moran, Kelly A	Library	4
Losee, Heather M	Recreation	3
Michael, Cory A	Recreation	3
Neenan, Ryan W	Public Works	3
DiOrio, Anthony M	Public Works	1

AUUST SEPARATIONS: 06

- 2 Police Department
- 4 Recreation Department

AUUST NEW HIRES: 04

- 2 Police Department
- 2 Recreation Department

City Clerk Susan Mistretta attended and successfully completed her 2nd year of the NHTCA/NHCTCA Joint Certification Program.

Deputy Tax Collector Jerrica Vansylyvong attended and successfully completed the Supervisors' Academy training with Primex.

During the month, two new officers began their careers with the Dover Police Department.

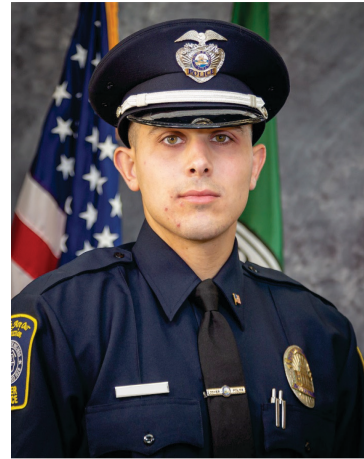
Officer Christopher Gibbons is from Clinton, Massachusetts and is a recent graduate of Saint Anselm College where he received his Bachelor's degree in Criminal Justice. Chris' first day was August 19, 2019 and he will be attending the 180th full-time police academy on September 3rd thru December 20th.



Officer Chris Gibbons

On August 26, 2019, Officer Adin Sobel started with the Police Department. Adin had served as a full-time police officer with the Town of Newington. Adin currently resides in Portsmouth and grew up in the NH Seacoast/Strafford County area. Adin attended

Saint Thomas Aquinas High School and graduated from Keene State University with the Bachelor's degree in Criminology/Sociology.



Officer Adin Sobel

On August 1-2, 2019, Detective Adam Gaudreault attended Cellular Record Analysis. This training is aimed at those who encounter cell phone evidence that includes information external to the phone. Class concepts included instruction on how to request, read, and analyze call detail records from cellular providers and how to plot cellular site locations to determine the approximate position of a suspect during a given period.

On August 5, 2019, Detectives Andrew Courter and Adam Gaudreault attended Intoxilyzer 9000 recertification. This training is due every year in order to maintain certification to conduct breathalyzer tests during a DWI arrest.

On August 6, 2019, Officers Michelle Murch and Joseph Caproni attended a four hour Work Zone training. This training covers the NH Department of Transportation's authorized

curriculum on use of uniformed officers in Work Zone operations.

On August 19-20, 2019, Detective Adam Gaudreault attended Digital Forensic Analysis: Previewing. This course provided the fundamental knowledge and skills necessary to preview the most commonly encountered forms of digital evidence. The previewing process, legal considerations, live previewing, and dead-box previewing were all covered topics.

On August 21-22, 2019, Detective Adam Gaudreault attended Digital Forensic Analysis: Acquisition. This training provided students with the skills required to acquire images in a forensically-sound manner from Windows and Mac based computers, as well as mobile devices.

On August 22-23, 2019, Sergeant John Tarmey, along with Officers Ed Pike and Brynn Dunne, attended the 2019 School Resource Officer Conference. This conference was for those that have a role in school safety. The two day conference covered topics to include internet safety, the dangers of vaping, the Choose Love initiative, which is being implemented at DMS this year, and a breakdown of the 2018 school shooting in Parkland, Florida.

On August 22, 2019, Captain David Terlemezian attend the Marjory Stoneman Douglas Law Enforcement Presentation. Topics covered include background on k-12 active-assailant incidents, overview of the MSDHS shooter and the shooting itself, 911 and radio communications; law enforcement and emergency medical response to the shooting and school safety issues.

On August 28, 2019, Sergeants Mark Nadeau and John Tarmey attended Techniques for Elimination of Job-Based Harassment. This is

an overview on decision making process on techniques to make better, ethical decisions.

Coalition Coordinator Vicki Hebert participated in a webinar with the FDA on August 20th explaining their new proposal about graphic warning labels.

On August 30, Sergeant Tarmey and Officer Collis conducted firearms training with two newly hired members of the department. Both of the new members learned the functions of the department's firearms and then successfully qualified on those weapons.

On 8/13/19, Officer Collis attended an addiction seminar hosted by the Rockingham County Department of Corrections. The presentation was given by a doctor who discussed the neurological effects that drug use has on the brain and helped to explain why certain treatments did not work as well as strategies to try to help.

All FD personnel have completed the SABA performance evaluation training. Supervisor training will occur at the September Officer Meeting. Shift meetings will be held in September, to reinforce the link between personnel evaluations/goals and the wider purview of Strategic Plan, Master Plan and City Council Goals.

Deputy Chief McShane, Capt. Jacques, Capt. Irwin and Lt. Croteau attended Primex training: Public Safety Operations 2019. Presented by Nationally recognized speaker Gordon Graham, this program covered a myriad of risk-prevention related workplace topics. Topics included: mitigation of organizational risk management; pre-incident prevention; evaluation and the comparison of risks and the development, selection and implementation of control measures that change outcomes. The

second portion of the program addressed ethics and sexual harassment.

DFR Division Chiefs Dale Spainhower and Craig Chabot attended a presentation on Marjory Stoneman Douglas High School law enforcement response. This presentation was held in Bow NH. Sgt. John Suess, Pinellas County Sheriffs Office and Lead Investigator of the Marjory Stoneman Douglas High School Public Safety Commission presented the findings of the commission and discussed recommendations of the committee to improve various systemic failures. Topics covered included background on 1<-12 active-assailant incidents; overview of the MSDHS shooter and the shooting itself; 911 and radio communications; law enforcement and emergency medical response to the shooting and school safety issues.

At this presentation, the two chiefs were able to learn more about active shooters best practices. One of the take home messages was "If You See Something, Say Something®". *If You See Something, Say Something* is a national campaign that raises public awareness of the indicators of terrorism and terrorism-related crime, as well as the importance of reporting suspicious activity to state and local law enforcement.

DF&R accommodated education based clinical-ride-time for thirteen (EMT, RN, AEMT, Paramedics and WDH ER RNs) from a variety of EMS institutions. These clinical ride-alongs not only help to bring a valued educational experience to aspiring EMS providers in our community, they also help to build organizational relationships between DFR and the various training outlets and EMS providing services in our neighboring towns.

Shifts took advantage of a soon-to-be demolished building at the corner of Fourth and Chestnut Streets. This practical training is invaluable in providing opportunities for a variety of skills, such as the operation of fire pumps and other apparatus, hoseline advancing, search, ventilation skills, firefighter rescue techniques and many other hand-on evolutions.



An oral board assessment center was held in late August to determine the promotion of the next DFR member into the position of Deputy Chief of Fire & Rescue. 3 candidates interviewed for the position, before a panel made up of a Chief from Sanford Fire Dept; Deputy Chief from the Hampton Fire Dept, and a Captain from Dover PD.

Congratulations are in order for Assistant Chief Michael McShane, who placed first in the process and was promoted to Deputy Chief.

Community Development Planner Carpenter participated in HUD online training associated with end of year reporting for HUD.

Bill Frank, Maintenance Mechanic II, and Ross Roy, Truck Driver, attending the Backflow Prevention Device Tester Recertification course sponsored by the New England Water Works Association. This course was held in Holliston, MA.

Staff members attended webinars on Eliminating Fines in Libraries and Mobile Hotspot Lending in Libraries. Staff attended SABA training with the City.

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.

The Library sadly reports the passing of former Library Director Don Mullen on August 20. Mr. Mullen led the Dover Public Library from 1970 until his retirement in January 1999.



Don Mullen

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."

Planning and Community Development and Community Services staff continued to work with Gaia Energy to study City owned buildings and property to see identify opportunities for solar panels beyond the high school and indoor pool projects. Work in October included narrowing down the potential properties to 10 for projects and creating a detailed list of information that needs further vetting. A presentation will be made to the Energy Commission in June on progress.

Assistant City Planner Piekut participated with UNH staff in a panel presentation and discussion for attendees from across North America at the 6th Annual Nitrogen Footprint Tool Workshop hosted by the UNH Sustainability Institute. Piekut provided the municipal experience in conducting a nitrogen footprint in 2018, while UNH facilities and food and hospitality services staff highlighted campus efforts.

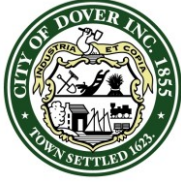
Assistant City Planner Piekut and the Dover Housing Authority Executive Director met with Eversource representatives to understand its proposed low-income community solar program.

Planning and Community Development Staff, along with Community Services and the Strafford Regional Planning Commission, submitted NH Coastal Resilience Municipal Planning Grant application and was notified on August 9th that the grant was awarded to Dover.

The gym floor at the McConnell Center was sanded down and refinished this month.

The renovation and expansion of the Pickle Ball Courts at Garrison School Park was completed this month and expanded the area to include 8 regulation courts.



 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, September 11, 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, September 11, 2019	Meeting Time:	7:00pm
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1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Shanahan led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Weston, Deputy Mayor Carrier, Councilor Ciotti, Councilor Gasses, Councilor Keane, Councilor Muffett-Lipinski, Councilor Shanahan, Councilor Thibodeaux. Councilor Williams arrived at 7:09 pm.

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

5. PROCLAMATIONS/AWARDS

A. Constitution Week

Mayor Weston read and presented the Proclamation to members of the Daughters of the Revolution.

6. APPROVAL OF AGENDA

Deputy Mayor Carrier moved to add as Item 13.B.3. Resolution entitled: Purchase of Muffin Monster from JWC Environmental – Sole Source Product. He also added the Dover Main Street. Report.

Deputy Mayor Carrier moved to approve the Agenda as amended; seconded by Councilor Shanahan.

Vote: 8/0.

7. PUBLIC HEARINGS

A. CHAPTER 170 – ZONING

SPONSORED BY COUNCILOR CIOTTI

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

8. CITIZEN’S FORUM

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

Glen Jerry, 33 Wallis Drive: He spoke in support of Item 13.B.1.

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

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9. CITY MANAGER'S REPORT

City Manager Joyal submitted his report in writing to the Council. He highlighted a few items for the Council: Trash and Recycling pickup, Broadway draining project, Settlement in the Opioid Lawsuit, Financial concerns from the legislature, electric vehicle charging stations, COAST ridership. He mentioned with the acceptance of his report he will be reappointing Noreen Biehl to serve on the Dover Housing Authority for another term, and with the acceptance of this report by the Council.

City Clerk Mistretta gave an overview of the filing period and absentee ballot requests for the November 5, 2019 Municipal Election.

Deputy Mayor Carrier asked about the road work on Sixth Street.
Community Services Storer gave an overview of the project to the Council.

Councilor Shanahan started a discussion on the malformed blocks Cochecho Falls retaining wall blocks being donated to the City and their reuse.

Councilor Thibodeaux completed the Community Services Department for their work on Dover Neck Road.

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

10. APPROVAL OF MINUTES

A. August 28, 2019 – Regular Meeting

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor Muffett-Lipinski.
Vote: 9/0.

11. MAYOR'S REPORT

Mayor Weston listed the activities she attended: Dover Business and Industrial Development Authority (DBIDA), Indonesian Festival, Government Affairs, Tour of the renovated Foster's Building on Henry Law Avenue, and a Public Forum meeting.

Mayor Weston started a discussion on private roads and the differences in City services, and the publics' misunderstanding of what a private road entails.
City Manager Joyal said all citizens receive the same services. He gave an overview of the private road classification.

Mayor Weston made a note on increasing safety in travelling at night for bicyclists where light or reflective clothing.

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

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

1. CHAPTER 170 – ZONING

SPONSORED BY COUNCILOR CIOTTI

Councilor Ciotti moved for its adoption; seconded by Councilor Williams.
Councilor Shanahan moved to amended the Ordinance by deleting the top section of Amendment 6 regarding the HR table, and to revise Amendment 7, updating the proposed changes to 170-20E (2) (a) (iii) b. replacing the word "mediums" with "media"; seconded by Councilor Ciotti.

Vote: 9/0.

Mayor Weston asked for a roll call vote on the amended Ordinance.

Roll Call Vote: 9/0.

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. B17019 ELECTRICAL CONTRACTOR INCREASED SCOPE OF WORK

SPONSORED BY MAYOR WESTON BY REQUEST

2. B19066 HOT BITUMINOUS PAVING –ASPHALT LAID IN PLACE ADDITIONAL SCOPE OF WORK – SOUTH END FIRE STATION LOT

SPONSORED BY MAYOR WESTON BY REQUEST

3. B20003 SPUR ROAD RECONSTRUCTION

SPONSORED BY MAYOR WESTON BY REQUEST

4. B20007 TRANSPORTATION CENTER ROOF REPLACEMENT

SPONSORED BY MAYOR WESTON BY REQUEST

5. PURCHASE OF KARL STORZ C-MAC AIRWAY PRODUCTS SOLE SOURCE

SPONSORED BY MAYOR WESTON BY REQUEST

6. AUTHORIZATION FOR SALE OF 2009 FORD AMBULANCE

SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
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Meeting Date: **Wednesday, September 11, 2019**
Meeting Time: **7:00pm**

- 7. ADDITIONAL SCOPE OF WORK FROM SEVERINO TRUCKING IN CONJUNCTION WITH SPAULDING TURNPIKE UTILITY AGREEMENT WITH NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 8. APPROVAL OF FIRST AMENDMENT MUNICIPAL SIDEWALK AGREEMENT BETWEEN CITY OF DOVER & NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 9. PROPERTY & LIABILITY AND WORKERS COMPENSATION INSURANCE CONTRIBUTION ASSURANCE PROGRAM (CAP)**
SPONSORED BY MAYOR WESTON BY REQUEST
- 10. APPROVAL OF ACCEPTANCE OF DONATION BY NORTHEAST COLOR FOR WORK AND SUPPLIES FOR IMPROVING THE COMMUNITY TRAIL**
SPONSORED BY MAYOR WESTON BY REQUEST
- 11. PURCHASE AND ACCEPTANCE OF HIGHWAY EASEMENT FOR CORNER OF SIXTH STREET AND VENTURE DRIVE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 12. APPROVAL OF UTILITY EASEMENT – 25 TANGLEWOD DRIVE**
SPONSORED BY MAYOR WESTON BY REQUEST
- 13. APPROVAL OF COCHECO FALLS ASSOCIATES LEASE AMENDMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 14. ESTABLISHMENT OF TRUST FUND FOR HENRY LAW PARK**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

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

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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. Councilor Shanahan pulled Item 13.A.11., and the Legislative Liaison Report.

Mayor Weston pulled Item 13.A.3.

Councilor Williams pulled Item 13.A. 9.

Councilor Thibodeaux pulled Items 13.A.4. and 13.A.7.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.3.; seconded by Councilor Muffett-Lipinski.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.4.; seconded by Councilor Thibodeaux..

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

Roll Call Vote: 9/0.

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

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.9.; seconded by Councilor Muffett-Lipinski.

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

Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.11.; seconded by Councilor Shanahan.

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

Roll Call Vote: 9/0.

Councilor Muffett-Lipinski gave an overview of the School Board Report to the Council.

Deputy Mayor Carrier moved to accept the School Board Report; seconded by Councilor Shanahan.

Vote: 9/0.

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

Deputy Mayor Carrier moved to accept the Planning Board Report; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: City Hall, Council Chambers Meeting Date: Wednesday, September 11, 2019 Meeting Time: 7:00pm
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Mayor Weston gave an overview of the Dover 400th Anniversary Committee Report to the Council.

Deputy Mayor Carrier moved to accept the Dover 400th Anniversary Committee Report; seconded by Councilor Thibodeaux.

Vote: 9/0.

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

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

Vote: 9/0.

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

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

Vote: 9/0.

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

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

Vote: 9/0.

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

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

Vote: 9/0.

B. RESOLUTIONS

1. REAL ESTATE TAX EXEMPTION FOR RESIDENTIAL SOLAR SYSTEM INSTALLATIONS

SPONSORED BY COUNCILOR SHANAHAN

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

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

Roll Call Vote: 9/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
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Meeting Time: **7:00pm**

- 2. REPROGRAM UNEXPENDED BOND PROCEEDS FROM VARIOUS COMMUNITY SERVICES – PUBLIC WORKS PROJECTS TO BROADWAY DRAINAGE SYSTEMS IMPROVEMENT PROJECT
(REQUIRED A 2/3 MAJORITY VOTE OF THE CITY COUNCIL.)
(TO BE REFERRED TO A PUBLIC HEARING ON SEPTEMBER 25, 2019, WITH THE COUNCIL VOTE TO OCCUR ON OCTOBER 9, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on September 25, 2019; seconded by Councilor Gasses.
Vote: 9/0.

- 3. PURCHASE OF MUFFIN MONSTER FROM JWC ENVIRONMENTAL – SOLE SOURCE PRODUCT
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on September 25, 2019; seconded by Councilor Ciotti.
City Manager Joyal gave an overview of the Resolution to the Council.
Vote: 9/0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Deputy Mayor Carrier discussed the overgrown Park Street Park and getting it cleaned up. He wanted to add a 9/11 memorial in the City.
City Manager Joyal said there is a memorial at the Fire Station, but nothing structural. He will speak with the Fire Department staff.

16. ADJOURN

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



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: Grove Street Halloween Block Party
Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

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

Contact Person: Jill Coughley Day Time Telephone: 603 988 1279
Address: 102 Grove Street Email: hpuddinpl68@gmail.com

Purpose of Permit: Halloween / trick or treat block party
Date of Event: Oct 30th Specific Time: 4pm - 8pm (trick or treat hrs)
Location of Event: Grove Street between Hough St & Ash Street

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

Prize (s) To Be Awarded: none
Cost of Ticket: none Date of Drawing: none
Place of Drawing: none

* 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): Grove St between Hough & Ash

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: [Signature] DATE: 9-4-19

PRINTED NAME: Jill Coughley (duly authorized)

Licensing Board Approval [Signature] Date: 9-11-19



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

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

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

Organization Name: Sit, Stay, Smile, Pet Photography
Federal Tax ID number for Organization: _____

Check (☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other ☒
(Describe) _____

Contact Person: Delise West Day Time Telephone: 603-661-8781
Address: 24 Chestnut St. Dover Email: woof@sitstaysmile.pet
Purpose of Permit: Community Event (reserve 3 parking spaces)
Date of Event: 10/19/19 Specific Time: 12-3
Location of Event: Cocheco Courtyard Central Ave Dover

*****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): Cocheco Courtyard (Central Ave)

Police Department Block Party Approval Signature: _____
Printed Name: Sgt. Marn Speidel, Dover Police Department

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: Delise West DATE: 9/6/19

(duly authorized)
PRINTED NAME: Delise West

Licensing Board Approval [Signature] Date: 9/11/19



DOVER POLICE DEPARTMENT

Dover, New Hampshire

Memorandum

TO: Chief William Breault
FROM: Sgt. Marn Speidel
RE: Dover Dog "Howloween Parade" event permits for City Council
DATE: September 10, 2019

A representative of Sit.Stay.Smile. Pet Photography studios at 24 Chestnut Street in Dover (<https://sitstaysmile.pet>), is helping to organize an event at the Cochecho Courtyard on **Saturday, October 19, 2019**.

The event begins at 24 Chestnut Street with a parade of dressed-up dogs, which will traverse public sidewalks and marked crosswalks in the downtown to eventually arrive at the Cochecho Courtyard, where a community event will continue. The applicant has secured permission from Chinburg Properties for the use of the courtyard. The event will involve food vendors and possibly a beer vendor. The beer vendor (Stoneface Brewing Company) will secure any necessary liquor or catering license through the NH State Liquor Commission.

The applicant has requested to reserve three (3) public parking spaces on Central Avenue abutting the courtyard to allow for vendor loading/placement and a radio station vehicle with exemption from metered parking. The applicant also proposes a raffle of various items, with the net proceeds to benefit the Pope Memorial Humane Society.

Three separate permits from the Dover City Council are applicable to accommodate this event:

- 1) "Parade permit" for dog walk (certificate of insurance will be provided)
- 2) "Block party permit" to allow for reserving 3 public parking spaces on Central Avenue
- 3) "Raffle permit" to allow for fundraising to benefit humane society

This memorandum will serve as an attachment to each permit application.



COI pending
(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 Children's Center

Federal Tax ID number for Organization: 02-0303815

Check(✓) Nature of Organization:

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

Name/Description of Event (if applicable): Dover Holiday Parade

Contact Person: Melissa Fischetto Day Time Telephone: (603) 343-8542

Address: 43 Back River Rd Dover NH Email: melissafischetto@gmail.com

Date of Event: December 1, 2019 Specific Time: 3:00 PM

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

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

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

Police Department Parade Route Approval Signature: _____

Printed Name: Sgt. Mark Spedel 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.

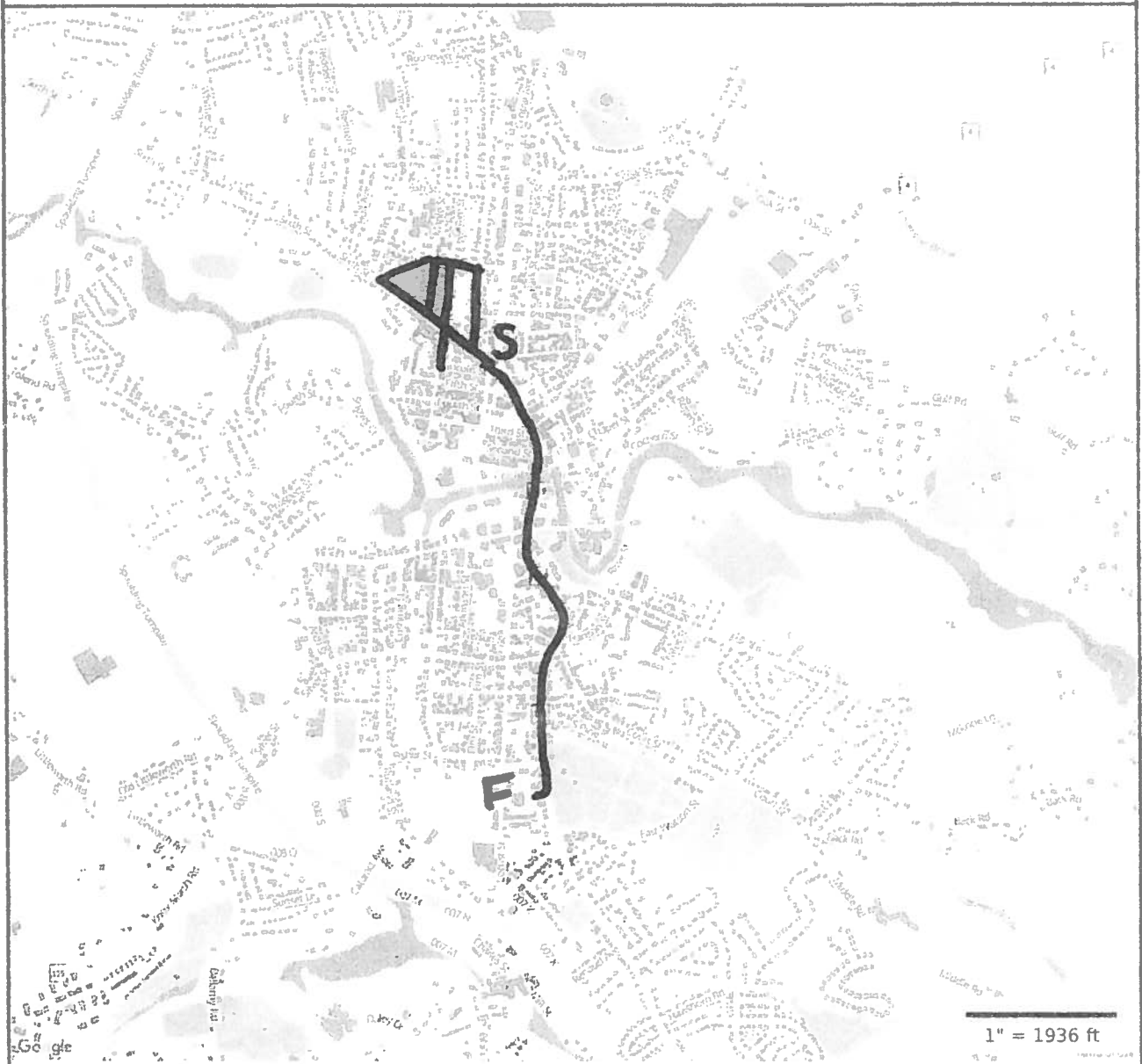
SIGNATURE OF APPLICANT: Melissa Fischetto DATE: 8/27/19

(duly authorized)

PRINTED NAME: Melissa Fischetto

Licensing Board Approval [Signature] Date: 9/11/19

Dover Holiday Parade



Staging area
(No Parking) :
Sixth Street
Grove Street
Maple Street
Mount Vernon Street



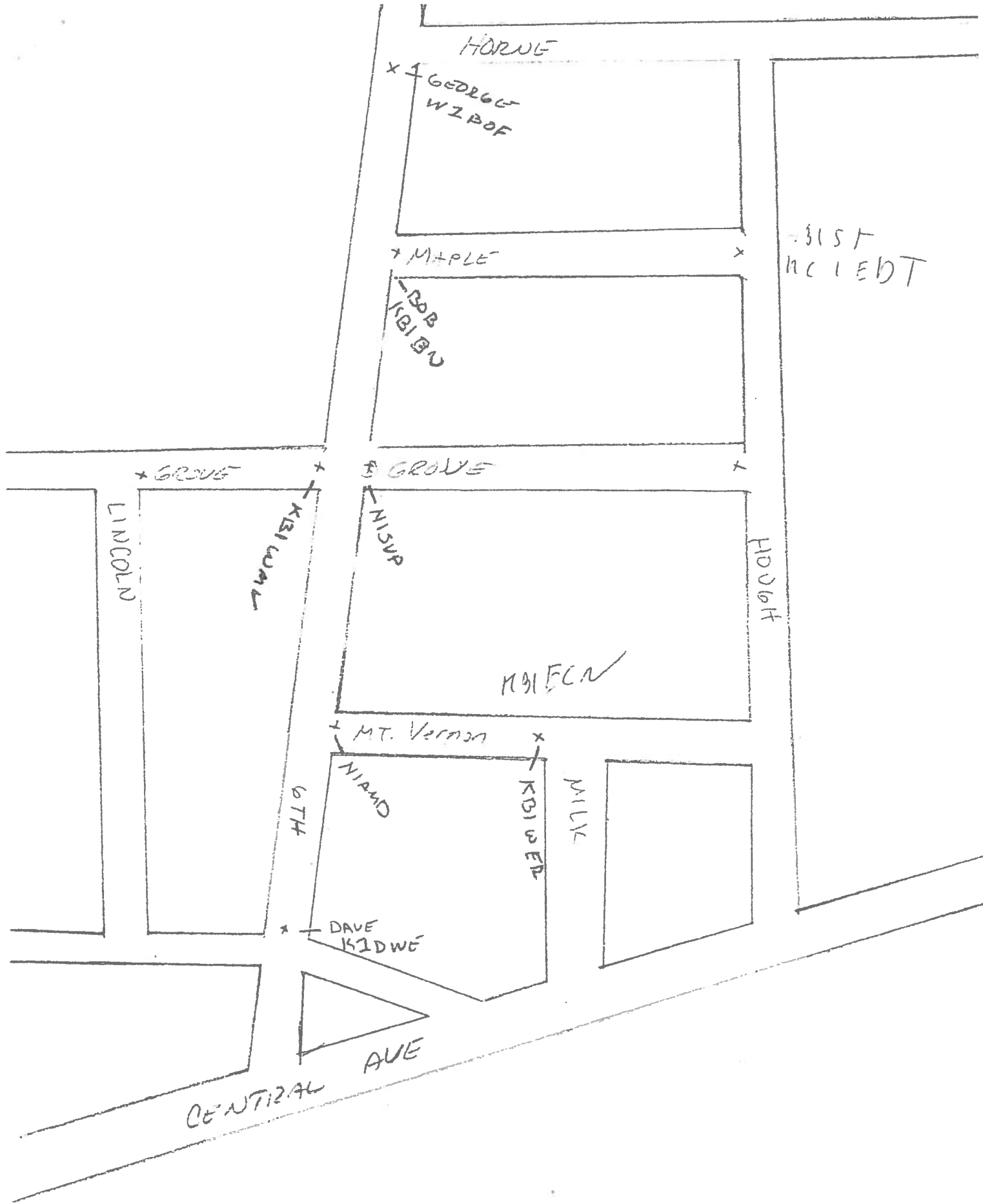
MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

City of Dover, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated 1/1/2016
Properties updated 09/19/2016

Start:
Chamber of Commerce
(Central/Sixth)

Finish:
CVS Pharmacy
(118 Central Avenue)





**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 Dog Howloween Parade

Federal Tax ID number for Organization: _____

Check(☒) Nature of Organization:

Religious____, Educational____, Charitable____, Civic ☒ , Sports____, Veterans____, Fraternal or Political____, Other____

Name/Description of Event (if applicable): Howloween parade for dressed up dogs from 24 Chestnut to Cocheco Crtyrd

Contact Person: Delise West

Day Time Telephone: 603-661-8781

Address: 24 Chestnut St. Dover, NH

Email woof@sitstaysmile.pet

Date of Event: 10/19/19

Specific Time: 1pm to 3 pm

Location of Event (if parade, attach course description or map): Chestnut down 1st to Central, up/down central then back to courtyard.

*******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: _____

DATE: 8/22/19

(duly authorized)

PRINTED NAME: Delise West

Licensing Board Approval _____

Date: 9/11/19

Train Station PKG

Loyal Order of Moose Lodge

Fire On the Mountain Ski

Parking

Parking

Parking

Parking

Parking

Dover Dog Howlween

Cocheco River

Cocheco River Reservoir

Jewelry Creations

Bagel Grounds

Dover Brickhouse

Best Of Times Barber Shop

Wood Fired Grill

Thirsty Moose Tap House - Dover

Shahen & Gordon, P.A.

Garrison City Beerworks

Franklin Gail

Just the Thing

al Delight

Cinco de Mayo Bar & Grill

Edward Jones - Financial Advisor Brian J Siney

Ear Craft Music

The UPS Store

Coldwell Banker

Beknap Dental Associates

2 Home Cooks

Dover Pa

Orchard St

Chestnut St

Chestnut St

Chestnut St

First St

First St

First St

First St

Central Ave

Central Ave

Fish Ladder Park

Walden Court

Chestnut St

Chestnut St



Note: Route will be on public sidewalks + using crosswalks only to cross streets - blue alert

Google Maps



DOVER POLICE DEPARTMENT

Dover, New Hampshire

Memorandum

TO: Chief William Breault

FROM: Sgt. Marn Speidel

RE: Dover Dog "Howloween Parade" event permits for City Council

DATE: September 10, 2019

A representative of Sit.Stay.Smile. Pet Photography studios at 24 Chestnut Street in Dover (<https://sitstaysmile.pet>), is helping to organize an event at the Cochecho Courtyard on **Saturday, October 19, 2019**.

The event begins at 24 Chestnut Street with a parade of dressed-up dogs, which will traverse public sidewalks and marked crosswalks in the downtown to eventually arrive at the Cochecho Courtyard, where a community event will continue. The applicant has secured permission from Chinburg Properties for the use of the courtyard. The event will involve food vendors and possibly a beer vendor. The beer vendor (Stoneface Brewing Company) will secure any necessary liquor or catering license through the NH State Liquor Commission.

The applicant has requested to reserve three (3) public parking spaces on Central Avenue abutting the courtyard to allow for vendor loading/placement and a radio station vehicle with exemption from metered parking. The applicant also proposes a raffle of various items, with the net proceeds to benefit the Pope Memorial Humane Society.

Three separate permits from the Dover City Council are applicable to accommodate this event:

- 1) "Parade permit" for dog walk (certificate of insurance will be provided)
- 2) "Block party permit" to allow for reserving 3 public parking spaces on Central Avenue
- 3) "Raffle permit" to allow for fundraising to benefit humane society

This memorandum will serve as an attachment to each permit application.



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 MIDDLE SCHOOL PTA

Federal Tax ID number for Organization: 90-0130944

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): DOVER MIDDLE SCHOOL PUMPKIN DASH 5K

Contact Person: KIMBERLY ALEXANDER Day Time Telephone: 603.320.0332

Address: 339 WASHINGTON ST, DOVER, NH 03820 Email KIMBERLY.ALEXANDER13@GMAIL.COM

Date of Event: 10.26.2019 Specific Time: 9:00 AM

Location of Event (if parade, attach course description or map): START & END AT DOVER MIDDLE SCHOOL (MAP ATTACHED)

*****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: [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: [Signature] DATE: 09.05.2019

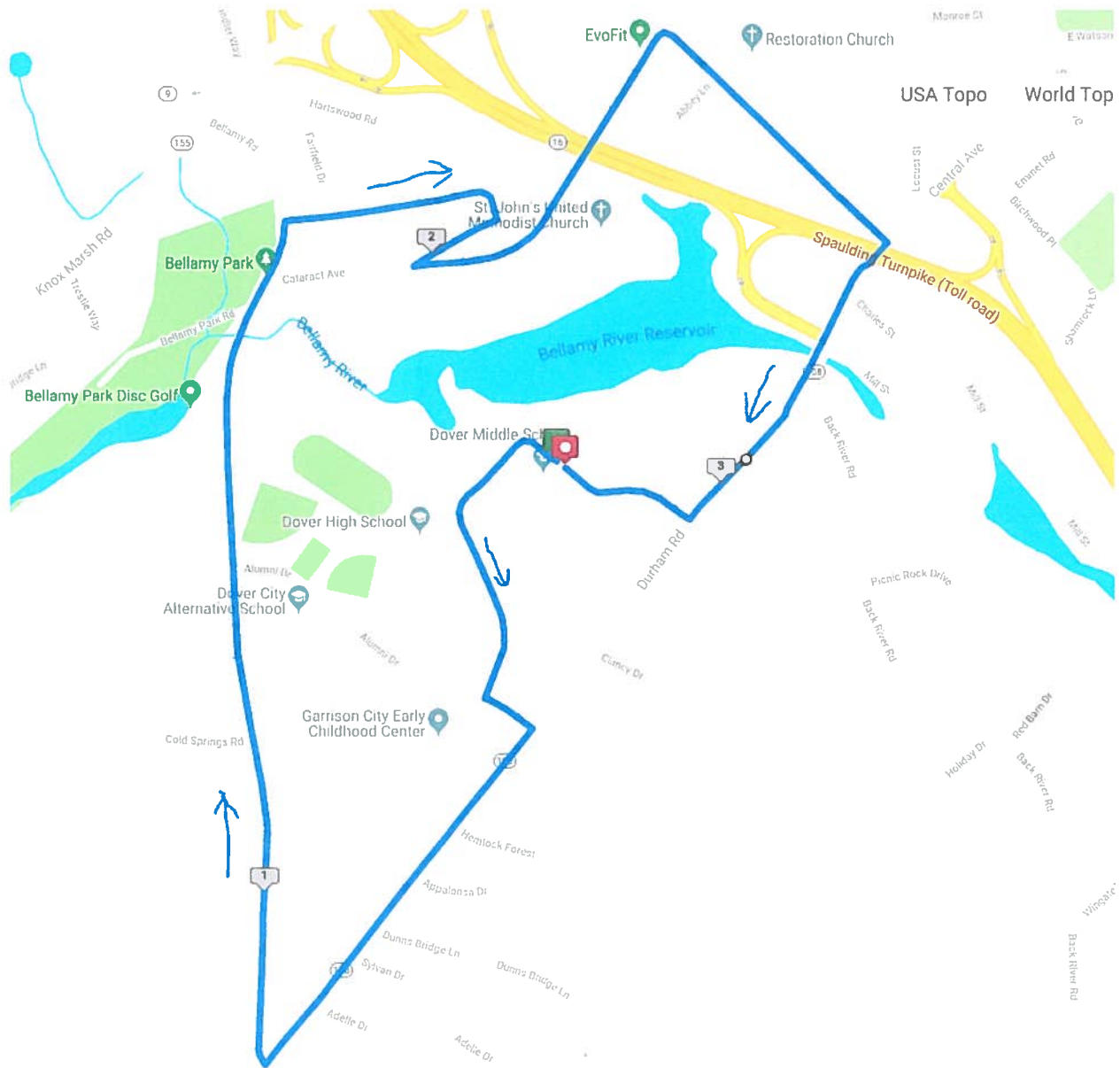
(duly authorized)

PRINTED NAME: KIMBERLY A. ALEXANDER

Licensing Board Approval [Signature] Date: 9-11-19

DMS Pumpkin Dash 5K

Proposed course change 2019





PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

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

Organization Name: American Legion Auxiliary Unit 8

Federal Tax ID number for Organization: 02-6010289

Check (✓) Nature of Organization:

Religious _____, Educational _____, Charitable _____, Civic _____, Sports _____, Veterans ✓, Fraternal or Political _____, Other _____
(Describe) Charitable organization that supports, assist + aides our veterans + their programs.

Contact Person: Denise Cook Day Time Telephone: 603-455-8331

Address: 640 Central Ave, Dover, NH Email: denise@habismagoon.com

Purpose of Permit: raffle child's guitar + lessons

Date of Event: 11/9/19 Specific Time: to be raffled 11/9/19 @ post located

Location of Event: Selling of tickets from Sept to date @ 640 Central Ave, Dover, NH
by drawing

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

Prize (s) To Be Awarded: childrens guitar and lessons

Cost of Ticket: \$1.00 / ticket Date of Drawing: 11/19/19

Place of Drawing: American Legion Post 8 - 640 Central Ave, Dover

* 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 be expedited. Information on these requirements may be found at

http://www.dover.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: _____

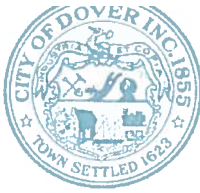
Printed Name: _____

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: Denise Cook DATE: 9/3/19

PRINTED NAME: Denise Cook (duly authorized) Auxiliary President

Licensing Board Approval W.B.S. Date: 9/9/19



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

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

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

Organization Name: First Parish Church

Federal Tax ID number for Organization: 02-0240160

Check (☒) Nature of Organization:

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

Contact Person: Diane Fiske Day Time Telephone: 603-749-0933

Address: 73 Bellamy Rd, Dover Email nonnaquifer@comcast.net

Purpose of Permit: Raffle of Quilt and Merchandise donated by vendors & merchants

Date of Event: Nov 16, 2019 Specific Time: 9 am to 3 pm

Location of Event: 218 Central Avenue, Dover

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

Prize (s) To Be Awarded: Quilt and other merchandise

Cost of Ticket: \$1.00 Date of Drawing: Nov. 16, 2019

Place of Drawing: First Parish Church - 218 Central Ave

* 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*****

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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: Diane Fiske DATE: 9/14/19
(duly authorized)

PRINTED NAME: Diane Fiske

Licensing Board Approval Tom Bus Date: 9/16/19



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

RAFFLE* ☒, TAG* ☐, BLOCK PARTY** ☐,

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

Organization Name: Pope Memorial Humane Society (formerly CVHS)
Federal Tax ID number for Organization: 22-2561784

Check (☒) Nature of Organization:

Religious ☐, Educational ☐, Charitable ☒, Civic ☐, Sports ☐, Veterans ☐, Fraternal or Political ☐, Other ☐
(Describe) Animal Humane Society

Contact Person: Delise West Day Time Telephone: 603-(601)-8781
Address: 24 Chestnut Dover NH 03820 Email woof@bitstaysmile.pet

Purpose of Permit: Community Event

Date of Event: 10/19/19 Specific Time: 12-3pm

Location of Event: Cocheco Courtyard Central Ave Dover

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

Prize (s) To Be Awarded: Various gift certificates for meals & services

Cost of Ticket: \$1 for 1 ticket Date of Drawing: 10/19/19

Place of Drawing: Central Ave Cocheco Courtyard Dover

* 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*****

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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: Delise West DATE: 9/6/19

(duly authorized)

PRINTED NAME: Delise West

Licensing Board Approval [Signature] Date: 9/11/19



DOVER POLICE DEPARTMENT

Dover, New Hampshire

Memorandum

TO: Chief William Breault
FROM: Sgt. Marn Speidel
RE: Dover Dog "Howloween Parade" event permits for City Council
DATE: September 10, 2019

A representative of Sit.Stay.Smile. Pet Photography studios at 24 Chestnut Street in Dover (<https://sitstaysmile.pet>), is helping to organize an event at the Cochecho Courtyard on **Saturday, October 19, 2019**.

The event begins at 24 Chestnut Street with a parade of dressed-up dogs, which will traverse public sidewalks and marked crosswalks in the downtown to eventually arrive at the Cochecho Courtyard, where a community event will continue. The applicant has secured permission from Chinburg Properties for the use of the courtyard. The event will involve food vendors and possibly a beer vendor. The beer vendor (Stoneface Brewing Company) will secure any necessary liquor or catering license through the NH State Liquor Commission.

The applicant has requested to reserve three (3) public parking spaces on Central Avenue abutting the courtyard to allow for vendor loading/placement and a radio station vehicle with exemption from metered parking. The applicant also proposes a raffle of various items, with the net proceeds to benefit the Pope Memorial Humane Society.

Three separate permits from the Dover City Council are applicable to accommodate this event:

- 1) "Parade permit" for dog walk (certificate of insurance will be provided)
- 2) "Block party permit" to allow for reserving 3 public parking spaces on Central Avenue
- 3) "Raffle permit" to allow for fundraising to benefit humane society

This memorandum will serve as an attachment to each permit application.



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

RAFFLE* ☒, TAG* ☐, BLOCK PARTY** ☐

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

Organization Name: St. Thomas Episcopal Church - 5 Hale St. Dover
Federal Tax ID number for Organization: 02-0223750

Check (✓) Nature of Organization:

Religious ☒, Educational ☐, Charitable ☐, Civic ☐, Sports ☐, Veterans ☐, Fraternal or Political ☐, Other ☐
(Describe) Church Sponsored Fair Raffle

Contact Person: Carol Heighes Day Time Telephone: 603.507.1516
Address: 9 Western Ave Apt 4 Email: carl.ighes47@gmail.com

Purpose of Permit: For a Raffle as part of our Harvest Fair

Date of Event: 10-19-2019 Specific Time: 9-2

Location of Event: St Thomas Church Hale St

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

Prize (s) To Be Awarded: TV \$100, Food Basket, Watercolor, ~~stained~~ Stained glass,
Cost of Ticket: \$1, 7/5 15/10 Date of Drawing: 10-19-2019
Place of Drawing: St. Thomas Church Hall

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

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

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

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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: Carol Heighes DATE: 9-13-2019
(duly authorized)

PRINTED NAME: Carol Heighes

Licensing Board Approval Will B. B. Date: 9-16-19



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

Check (✓) the type of application:

RAFFLE* _____, TAG* ✓, BLOCK PARTY** _____,

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

Organization Name: Dover Little Green Football, Inc

Federal Tax ID number for Organization: 20-4182629

Check (✓) Nature of Organization:

Religious _____, Educational _____, Charitable _____, Civic _____, Sports ✓, Veterans _____, Fraternal or Political _____, Other _____
(Describe) provide youth football for grades 7 & 8

Contact Person: Dave Akridge Day Time Telephone: 603-781-4453
Address: 38 Watson Rd, Dover, NH 03820 Email: DAVE.AKRIDGE@greatAmericanhg.com

Purpose of Permit: Tagging (Reschedule from August)

Date of Event: 10-18 & 10-19 Specific Time: 10-18 4-8pm 10-19 9-2pm

Location of Event: Various business in Dover w/permission & signage

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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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: Tanya Regna DATE: 9-11-19
(duly authorized)

PRINTED NAME: Tanya Regna

Licensing Board Approval Will B Date: 9-16-19



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2019.09.25 – 162**

Resolution Re: **Approve Barbadoes Pond Lease Extension/Renewal**

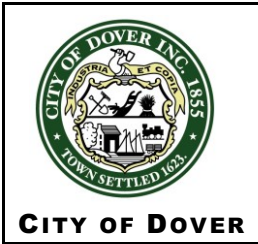
- WHEREAS: In the late 1990s, the Grandview Drive subdivision was developed on property along the eastern shore of Barbadoes Pond and essentially eliminated public access to Barbadoes Pond;
- WHEREAS: The City of Dover owns a large parcel of land in Madbury which has frontage on Barbadoes Pond;
- WHEREAS: A number of years ago, the State of New Hampshire, through its Fish and Game Department (“NH F&G”), requested permission to establish a Barbadoes Pond public access point located on the City of Dover’s property;
- WHEREAS: Most recently, in December 2014, the City of Dover and NH F&G entered into a five-year lease, which is currently set to expire on or about January 28, 2020;
- WHEREAS: NH F&G has requested to extend/renew the existing lease for at least another five-year term, and possibly longer if the City is amenable to same;
- WHEREAS: Extending the existing lease and ensuring public access to Barbadoes Pond is a benefit to the residents of Dover and the State of New Hampshire.

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

The City Manager is authorized to enter into a five-year extension and/or renewal of the F&G lease and, if deemed warranted another five-year extension and/or renewal of the F&G lease, as well as finalize, execute, and record with the registry of deeds any necessary documentation related to same.

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 - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2019.09.25 – 162**

Resolution Re: **Approve Barbadoes Pond Lease Extension/Renewal**

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:

See attached lease currently in effect.

By way of background, Barbadoes Pond has provided area residents a place to canoe and fish for many years. NH F&G stocks the pond to enhance the fishery. The one concern over this lease has been that the City of Dover's parcel has a public water supply well on it. The City has been, and remains, mindful of the possibility of potential vandalism which could compromise water system assets or water quality. But the practice of allowing public access has been successful and without incident. NH F&G has lived up to its obligations under the lease, including trash pick-up, sanitary services, and policing access.

DB

STATE OF NEW HAMPSHIRE
Lease Agreement for Dover, N.H Public Access Facility
2015 Renewal

1. PARTIES TO THE LEASE

The Lessor (hereinafter referred to as the "City") is:

City of Dover incorporated in the State of New Hampshire with a Business Address of 288 Central Avenue, Dover, NH, 03820 and a phone number of (603) 516-6000 having been granted authority to enter into this lease by the City of Dover City Council on December 10, 2014, as evidenced by the Resolution attached hereto as Appendix A,

The Lessee (hereinafter referred to as the "State") is:

The State of New Hampshire acting by and through its Fish and Game Department, 11 Hazen Drive, Concord, NH 03301 with a phone number of 603-271-3511.

The indenture of this Lease Agreement for **Dover**, New Hampshire canoe/cartop and walk in public access facility at Barbadoes Pond (hereinafter the "Lease") shall be effective on the date of the Lease's approval by the New Hampshire Governor and Executive Council (the "Effective Date"). This Lease is to be recorded by the State in the **Strafford** County Registry of Deeds within thirty (30) days after approval of Governor and Executive Council.

1/28/2015

WITNESSETH THAT:

2. DEMISE OF PREMISES

For and in consideration of the mutual covenants and agreements herein contained, the City hereby demises to the State and the State hereby leases from the City, the following Premises (hereinafter called the "Premises") for the Term (as defined herein) and upon the terms and conditions hereinafter set forth:

Lessor's initials: [Signature] Lessee's initials: CDN
Date: 12/22/14 Date: 12/22/14

Parking Easement

Beginning at a New Hampshire Fish and Game aluminum bound, said point being the most westerly corner of the within described parcel; thence, N 35°00'10" E a distance of 50.00 feet to a New Hampshire Fish and Game aluminum bound; thence, S 54°59'50" E a distance of 195.00 feet to a New Hampshire Fish and Game aluminum bound; thence, S 35°00'10" W a distance of 50.00 feet to a point; thence, N 54°59'50" W a distance of 195.00 feet to the point of beginning. Containing 9,750 square feet or 0.22 acres

Access Easement

Beginning at a point on the most northwesterly line of the previously described parcel at the approximate centerline of an existing 10 foot wide trail, more or less, said point being further described as being N 35°00'10" E a distance of 12 feet, more or less, from a New Hampshire Fish and Game aluminum bound; thence, following said trail centerline in a Northwesterly direction, Westerly direction and again in a Northwesterly direction for a total distance of 850 feet, more or less, to the edge of Barbadoes Pond.

Shoreline Easement

A 150 foot wide by approximately 245+/- feet along the shore of said Barbadoes Pond, said premises being over and upon a portion of land owned by the City identified as Tax Map F-1, Lot F-42, also known as the Hughes Well lot.

The demise of the Premises consists of an area of land described in a Plan entitled Easement Plat prepared for F.S.T. Inc. of Barbadoes Pond, Dover, New Hampshire dated October 10, 2008 and added to the Lease as Appendix B (hereinafter called the "Plan"). The State will be responsible for the costs of preparing the Plan. Said Plan may be amended by the State during project development and construction by mutual agreement of the State and the City.

3. PURPOSE OF THE LEASE

Pursuant to this Lease, the State intends to maintain, manage, operate, inspect, and enforce an access facility (hereinafter called the "Facility") on the banks of the **Barbadoes Pond** on land owned by the City of Dover for the benefit of the general public. The State shall record, after review and written approval by the City, a Notice of Completion including final design in the Strafford County Registry of Deeds (the "Registry"), which shall include the Effective Date and the Term of this Lease, as hereinafter defined, and shall incorporate the terms and conditions of this Lease by reference.

4. TERM; DELAY IN OCCUPANCY; EXTENSION OF TERM

- 1/28/2020
- A. Term: The State shall have and hold the Premises for five (5) years, commencing on the Effective Date (the "Term").

B. **Delay in Occupancy:** If for any reason, the City fails to complete preparations of the Premises for occupancy by the State, or the City is unable to deliver possession of the Premises on the Effective Date of this Lease, all conditions and covenants of the State hereunder shall, at the State's option, be postponed until possession of the Premises is given, or until such reasonable time as the City shall complete all necessary preparations.

C. **Extension of Term - General:** The State, subject to approval by the Governor and Executive Council, and the City, subject to approval by the City Council, may agree to extend the Term to a mutually agreeable additional term, upon the same terms and conditions as set forth herein. Either the City or the State must initiate discussions regarding extension at least one (1) year in advance of the termination of this Lease in order to allow all necessary approvals to be obtained before the Lease expires. In such event, the Lease shall be amended and a corrective notice shall be recorded at the Registry to memorialize the additional term.

D. **Extension of the Term - Capital Improvements at Request of City:** If, at the request of the City, additional capital improvements are made to the site by the State during the Term of this Lease, this Lease shall be extended by the life of the additional improvements made, said additional life of improvements to be determined by the State with the assistance of the Federal Funding Agency at the time the improvements are planned. In such event, the Lease shall be amended and a corrective notice shall be recorded at the Registry to memorialize the extension of the Term. Notwithstanding the foregoing, and notwithstanding anything to the contrary in this Lease, if the condition of the Facility jeopardizes the health or safety of the public, the State may make all necessary repairs to the Facility including, but not limited to, in-kind replacement of capital improvements.

E. **Conditions on the Extension of Term:** It is hereby understood and agreed by the parties that any extensions of this Lease are conditional upon mutual approval by the New Hampshire Governor and Executive Council and the City. If an extension request is denied by either party, this Lease shall terminate pursuant to the original Term as set forth above; unless the parties agree that the Lease should terminate sooner. In the event that the Term shall be amended, a corrective Notice shall be recorded at the Registry to memorialize the amended Term.

5. CONSIDERATION

There shall be no monies paid by the State to the City as rent. In lieu of rent, the State shall maintain, manage, operate, inspect and enforce a public access Facility, as depicted on the Plan, during the Term of the Lease for the benefit of City residents and the non-resident general public.

6. CONDITIONAL OBLIGATION OF THE STATE

Notwithstanding the provisions of Sections 4 and 5 or anything contained in this Lease to the contrary, it is hereby expressly understood and agreed by the Parties hereto that the existence

and continuance of this Lease and the obligations of the State hereunder, with the exception of actions required of the State to protect the public health and safety at the Premises which shall remain a State obligation so long as this Lease is in effect, are contingent upon the availability of State funds appropriated by the General Court of New Hampshire, and that the State shall not be responsible for carrying out the obligations under this Lease except to the extent such funds are available. In the event that any portions of such funds are not available, the State may, at its option, terminate the Lease by serving thirty (30) days written notice to the City of its intention to terminate the Lease. Termination shall occur subject to the requirements of Section 22. The City agrees to waive all claims for damages, injunctive relief, or other relief arising from the State's termination of this Lease pursuant to this Section 6.

7. USE OF FACILITY

The State shall use the Premises for the purpose of providing cartop/canoe and walk-in access to the **Barbadoes Pond**

8. PLANNED CAPITAL IMPROVEMENTS AND TITLE TO IMPROVEMENTS

The State shall provide, at its sole cost, the specific capital improvements to the Premises as set forth in Appendix C. All improvements constructed or installed by the State, including but not limited to structures, equipment, and machinery, shall be owned by the State so long as this Lease is in effect. See Section 22 regarding changes to title upon termination of the Lease.

A. **Subsequent Alterations or Additions:** The State may provide, at its sole cost, such other capital improvements, in addition to those set forth in Appendix C, as may be mutually agreed upon by the parties. Mutual agreement by the parties of any such alterations, additions, or improvements shall be evidenced in writing, signed by both the State and the City, kept on file with the State and the City. The State may conduct a "Public Open House" to collect public comment in the event of any such alterations or additions.

9. CONSTRUCTION OF THE PUBLIC ACCESS FACILITY

The State shall, at its own expense, make any alterations, additions, or improvements to the Premises in order to maintain and operate a Public Access Facility as shown on the Plan.

A. **Manner of Work:** All alterations, additions or improvements to the Premises shall be performed in a good workmanlike manner, and when completed shall be in compliance with all Federal and State statutes. Any permits required by law or rule shall be obtained by the State. All alterations, additions, or improvements shall be made in accordance with the Plan or shall be mutually agreeable between the State and the City under the procedure described above in Section 8.

B. **Subsequent Alterations:** Any alterations to the Facility after initial construction shall not weaken or impair the structure of the Facility, substantially lessen its value, or change the

purpose for which it is used. No alteration shall be undertaken which decreases or has the effect of decreasing the usefulness of the Premises for a Public Access Facility.

10. MAINTENANCE, MANAGEMENT, OPERATION, INSPECTION AND ENFORCEMENT

For the duration of the Term, the State shall be responsible for the maintenance, management, operation, inspection, and enforcement of the Facility, including but not limited to grounds maintenance and trash and litter removal. State laws and rules, such as those in effect at the Commencement of this Lease (see Appendix D attached hereto), will be enforced by the State. Such laws and rules may be amended from time to time, and laws and rules in effect during this Lease will be enforced. The City may, with approval of the State, post and enforce additional rules that will not interfere with the intent and operation of the Public Boat Access Facility. The State shall be responsible for policing and enforcing all State rules and regulations concerning the use of the Facility. The City shall be responsible for enforcing its rules and regulations.

11. REPAIRS, REPLACEMENTS AND/OR RECONSTRUCTION OF CAPITAL IMPROVEMENTS

- A. **Ordinary Repairs:** The State shall be responsible for and shall undertake any repairs, replacements, and/or reconstruction of any capital improvement to the Facility as may be made necessary by the effects of weather or normal usage and wear by the public. Necessity for such repairs shall be determined by the State. Such repairs, replacements, and/or reconstruction shall be dependent upon the appropriation of adequate funds by the New Hampshire Legislature, Federal Funding, and/or Governor and Council approval.
- B. **Extraordinary Repairs or Major Improvements:** If substantial repairs or construction of capital improvements, not including routine maintenance, are needed to protect public health and safety as determined by the State, and if such repairs or improvements would extend the life of the Facility beyond the term of the Lease, the State will consult with the City as to whether the Lease should be extended by the life of the anticipated new improvements or the Lease should terminate pursuant to the original Term. An extension of the Term of the Lease shall require City approval, as described above in Section 4(E). At the State's sole discretion, the State may permit the City to perform the necessary repairs or construction of capital improvements, to an equal or better standard than what would normally be provided by the State.

12. USE AS A PUBLIC ACCESS SITE

The City covenants and agrees that the public's use of the Boat Facility shall not be disturbed or interfered with by the City, or any person claiming by, through or under the City. The State agrees and covenants that in the event of an emergency requiring the City to gain immediate access to the Facility, access shall not be denied.



13. SIGNS

The State shall have the right to erect, and maintain a sign or signs on the Premises identifying the Facility, listing rules and regulations and posting educational materials that would be helpful to Facility users. All signs shall be removed by the State at the State's expense, at the end of the Term or any extension thereof. All damage due to such removal shall be repaired by the State as described in Section 22 herein.

14. PUBLIC ACCESS

The Facility shall be subject to 24-hour public use for the purpose of providing access to the Barbadoes Pond, and the use thereof for recreational purposes, it being expressly understood by the parties that use of the Facility may not be restricted exclusively to City of Dover residents.

15. CITY ROAD TO FACILITY

The City shall also grant to the State a right-of-way easement over and upon its existing driveway from Old Stage Road to the Premises. This term of this easement shall coincide with the term of this Lease.

The City shall maintain this driveway, leading from Old Stage Road to the Premises, in a condition suitable to handle public ingress and egress to the Facility.

Snow removal on the Premises will not be provided by the State.

16. TEMPORARY CLOSURE OF FACILITY

If conditions at the Facility pose a health or safety hazard, and when construction, maintenance, or enforcement activities require, the State may temporarily close the Facility or any portion of it to public use.

17. INSURANCE

Upon the Effective Date and throughout the Term of this Lease, and any extension thereof, the City shall at its sole cost and expense, maintain with respect to the Premises and the property of which the Premises are a part, comprehensive general liability insurance against all claims of bodily injury, death, or property damage occurring on (or claimed to have occurred on) in or about the Premises and caused by, or claimed to have been caused by, the City's negligent acts or omissions. All such insurance shall cover the City against liability and name the State as "additionally insured" within the policy for claims caused by the City's negligence in limits of not less than One million dollars (\$1,000,000.00) per occurrence and Two million dollars (\$2,000,000.00) aggregate.

Lessor's initials:  Lessee's initials: G.D.W.
Date: 2/22/14

The first certificate of such insurance is attached hereto as Appendix E and is incorporated herein by reference. The City will in subsequent years send the insurance certificate(s) to the Business Division of the Fish and Game Department upon request.

18. OTHER CONSISTENT USES

Nothing contained herein shall be deemed to limit the authority of the City to make use of the Premises and its surrounding area for other public or municipal purposes, provided that such other uses do not interfere with the public's use of the Facility for access to the Barbadoes Pond for recreational uses.

19. ASSIGNMENT AND SUBLEASE

This Lease shall not be assigned by the City or State without the prior written consent of the other, nor shall the State sublet the Premises or any portion thereof without the City's written consent which consent shall not be unreasonably withheld, and provided, further, that any such resulting assignee or sublessee shall have given written certification to the City to accept and perform all of the terms, covenants and conditions of this Lease to be kept and performed by the State, and that the assignee or sublessee agrees to comply with and be bound by said terms, covenants and conditions. Consent by the City to any assignment or sublease shall not waive the necessity for consent to any subsequent assignment or sublet.

In the case of any assignment or sublease of this Lease, the same shall be evidenced in writing with a Notice of Lease that is duly recorded in the Registry. In the event of an assignment of this Lease or any interest therein to a private party, or a sublease of all or any part of the Premises of this Lease to a private party, or if there is a new tenant that is a private party for the balance of this Lease or any extension, the City shall have the right to negotiate a reasonable rent, to require the new tenant to maintain insurance policies to the City's satisfaction, to require payment of real property taxes if the new party is not eligible for a tax exemption, and to make such other changes reasonably related to a typical commercial lease that are being waived for the State.

Notwithstanding the foregoing, the State may sublet the Premises or any portion thereof to a government agency under the auspices of the State without the City's prior consent but will inform the City of its intentions at least 30 days prior to the sublease.

20. INDEMNIFICATION

Except as described in Sections A and B below, the City will to the full extent of the City's liability insurance coverage defend and indemnify the State from and against any and all losses suffered by the State, and from and against any and all claims, liabilities or penalties asserted by, or on behalf of, any person, firm, corporation or public authority on account of, or based upon, any injury to a person or loss or damage to property, sustained or occurring, or which is claimed to have been sustained or to have occurred, on or about the Premises, on account of, based upon, or resulting from the negligent acts or omissions, or other misconduct, of the City, its officials, and/or employees.

A. **State's Acts or Omissions Excepted:** Notwithstanding the foregoing, nothing contained in this section shall be construed to require the City to indemnify the State for any loss or damage resulting from the acts, omissions, fault, negligence or misconduct of the State or its agents, servants, and employees.

B. **Sovereign Immunity:** Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State and of the City as a subdivision of the State, which immunity is hereby reserved.

21. FIRE, CASUALTY AND EMINENT DOMAIN

Should a substantial portion of the Premises or of the property of which they are a part, be substantially damaged by fire or other causality, or be taken by eminent domain, the City or the State may elect to terminate this Lease, only if the State is not willing or able to replace the Facility as described in Section 11(B).

22. TERMINATION OF LEASE AND TITLE TO ALTERATIONS, ADDITIONS OR IMPROVEMENTS

Subject to the sub-paragraph immediately below, title to all improvements constructed or installed by the State, including but not limited to structures, equipment, and machinery, shall be in the State so long as this Lease is in effect.

A. **Removal of State Property:** The State may, no later than 120 days after the termination or expiration of this Lease or any extension thereof, remove from the Premises any and all personal property installed by it, such as signs, materials and equipment, provided that doing so does not cause any substantial damage to the Premises. Any structures or other permanent improvements that were constructed by the State but are not in a safe condition for use by the public shall be removed without unnecessary damage to the land, unless the City agrees in writing to accept title to such improvements. All permanent improvements with useful life remaining, and all other property not so removed, shall become the property of the City at the end of the 120-day period after the termination or expiration of the Lease.

B. **Condition of Premises at Termination:** The State shall leave the Premises in good order and condition, and shall repair any and all damage caused by removal of its property, ordinary wear and tear of the Premises excepted.

23. BREACH BY CITY

In the event that the City defaults in the observance of any of the City's covenants, agreements and obligations hereunder, and if such default materially impairs the habitability and use of the Premises by the State, which is not corrected within thirty (30) days of the date of the written notice by the State to the City specifying such default and requiring it to be remedied, then the State may serve a written five (5) day notice of cancellation of this Lease

upon the City, and upon the expiration of such a five (5) day period, the Lease shall terminate.

If any such default of the City does not materially impair the habitability and use of the Premises by the State, the City shall cure such default within thirty (30) days of the date on the written notice or within such reasonable alternative amount of time agreed upon in writing by the State, failing which, the State may terminate this Lease upon ten (10) days written notice to City.

If the City believes that activities on the Premises constitute a threat to the public water supply the City may, at its option, terminate the Lease by serving thirty (30) days written notice to the State of its intention to terminate the Lease. Termination shall occur subject to the requirements of Section 22.

Rights Hereunder: The rights granted under this Section are in addition to, and not in substitution for, any rights or remedies granted herein to the parties, or any rights or remedies at law, or in equity.

24. CONDITIONS PRECEDENT OF THE STATE

The State's obligations under this Lease, including its obligation to maintain the Facility, are subject to each of the following conditions, which run to the State's exclusive benefit:

- A. The State may perform, at its cost, any necessary activities to assure that the Premises meets the Department's programmatic objectives. These objectives include, but are not limited to the following:
- a. Acceptable level of hazardous waste that meet or exceed public safety and health standards;
 - b. Protection of federal and state endangered/threatened and rare plant & animals species and their critical habitats;
 - c. Protection of state historic/prehistoric resources;
 - d. Protection of essential fish habitats (EFH) for marine, estuarine and anadromous finfish, mollusks and crustaceans;
 - e. Floodplain, flood storage and wetland protection;
 - f. Shoreland protection of public waters consistent with the Shoreland Protection Act;
 - g. Protection of navigation in navigable waters;
 - h. Farmland protection policies; and
 - i. Coastal zone management policies.

If the Premises fail, in the State's sole discretion, to meet any of the above objectives, the State's obligations under this Lease shall be void.

- B. The State must obtain approval from the Governor and Executive Council to enter into the Lease and to make capital improvements on the Premises. The State shall provide notice to the City within 14 days of receipt of such approval.

In the event that the conditions precedent cannot be satisfied by the State, then this Lease shall terminate without recourse by or against either party.

25. SURRENDER OF THE PREMISES

In the event that the Lease, and any extension thereof, shall have expired or terminated, the State shall peacefully quit and surrender the Premises to the City, consistent with the terms in Section 22. The State's obligations to observe or perform the covenants contained herein shall survive the expiration or termination of this Lease.

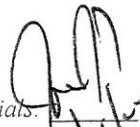
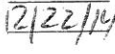
26. NOTICE

Any notice sent by a party hereto to the other party shall be delivered by registered or certified mail, postage prepaid, in a United States Post Office, addressed to the parties at the addresses provided in Section 1 above.

27. MISCELLANEOUS

- A. **Extent of Instrument, Choice of Laws, Amendment, etc.:** This Lease, which may be executed in a number of counterparts, each of which shall have been deemed an original but which shall constitute one and the same instrument, is to be construed according to the laws of the State of New Hampshire. It is to take effect as a sealed instrument, is binding upon, inures to the benefit of, and shall be enforceable by, the parties. It can be amended only by a written instrument executed and approved by the City and the State.
- B. **No Waiver or Breach:** No assent by either party, whether express or implied, shall act as a waiver of a right of action for damages as a result of a breach of covenant, condition or obligation by the other party, nor shall it be construed as a waiver of any subsequent breach of the covenant, condition, or obligation.
- C. **Unenforceable Terms:** If any terms of this Lease, or any application thereof, shall be invalid or unenforceable, the remainder of this Lease and any application of such terms shall not be affected thereby.
- D. **Meaning of "City" and "State":** Where the context so allows, the meaning of the term "City" shall include the employees and officials of the City, and the term "State" shall include the agencies, departments, employees, agents, contractors, servants, and licensees of the State.
- E. **Headings:** The headings of this Lease are for purposes of reference only, and shall not limit or define the meaning hereof.

- G. **Entire Agreement:** This Lease embodies the entire agreement and understanding between the parties hereto, and supersedes all prior agreements and understandings relating to the subject matter hereof.
- H. **No Waiver of Sovereign Immunity:** No provision of this Lease is intended to be, nor shall it be, interpreted by either party to be a waiver of sovereign immunity.
- I. **Third Parties:** The parties hereto do not intend to benefit any specific third parties, and this agreement shall not be construed to confer any such benefit.
- J. **Incompatible Use:** The City will not rent, lease, or otherwise furnish or permit the use of the Premises, to any enterprise or activity whereby the efficient daily operation of the Facility would be adversely affected by the subsequent increase in traffic, parked vehicles, noise, odors, or any other objectionable condition or activity.

Lessor's initials:  Lessee's initials: 
Date:  Date: 

IN WITNESS WHEREOF:

The parties hereto have set their hands on the following three signature pages:

STATE OF NEW HAMPSHIRE

The State of New Hampshire, acting through its Fish and Game Department on this day 22 of Dec, 2014.

[Signature]
Glenn Normandeau, Executive Director

State of New Hampshire
County of Merrimack

Personally appeared on this 22nd day of December, 2014, Glenn Normandeau, who acknowledges himself to be the Executive Director for the New Hampshire Fish and Game Department, and as such is duly authorized to execute the foregoing instrument for the purposes therein contained, by signing his name on behalf of the State of New Hampshire.

Tanya L. Haskell
Notary Public/Justice of the Peace

My Commission Expires: _____

TANYA L. HASKELL, Notary Public
My Commission Expires October 6, 2015

CITY OF DOVER

APPROVED: On this 16th day of December, 2014.

[Signature]
City Manager

J. Michael Joyal, Jr.

State of New Hampshire
County of Stratford

Personally appeared on this 16 day of December, 2014, the undersigned officer who acknowledged themselves to be the Mayer of the City of Dover and that as such, he/she is duly authorized to execute the foregoing instrument for the purposes therein contained, by signing their names on behalf of the City of Dover.

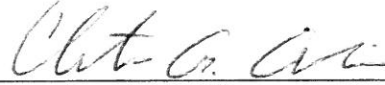
[Signature]
Notary Public/Justice of the Peace

My Commission Expires: _____

COLLEEN E. BESSETTE, Notary Public
My Commission Expires September 19, 2018

APPROVALS:

Approved by the Department of Justice as to form, substance, and execution on this 30th day of December, 2014;

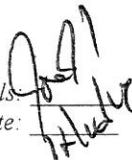
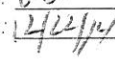


Assistant Attorney General
Christopher G. Aslin, Esq.

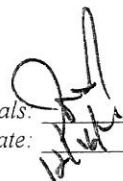
Approved by the Governor and Executive Council:

Approval Date: January 28, 2015 Item #: 41

The date of approval by the Governor and Executive Council shall constitute the Effective Date of this Lease.

Lessor's initials:  Lessee's initials: 
Date:  Date: 

APPENDIX A
RESOLUTION OF CITY OF DOVER CITY COUNCIL

Lessor's initials:  Lessee's initials: GD
Date: 12/22/14 Date: 12/22/14



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2014.12.10 – 136**

Resolution Re: Authorization for the City Manager to Enter in a Lease Agreement with NH Fish and Game for Barbadoes Pond

- WHEREAS: In the late 1990's, the Grandview Drive Subdivision was developed on property along the eastern shore of Barbadoes Pond and essentially eliminated public access to Barbadoes Pond; and
- WHEREAS: The City of Dover owns a large parcel of land in Madbury which has frontage on Barbadoes Pond; and
- WHEREAS: NH Fish and Game requested permission to establish a public access to the pond on the City's property; and
- WHEREAS: For a number of years the City and State have been parties to a Lease Agreement whereby Fish & Game provides public access to Barbadoes Pond over City land. The current Lease expires in January 2015; and
- WHEREAS: A continued agreement between the City and State regarding public access is a benefit to the residents of Dover and the State at large.

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

The City Manager is authorized to enter into a further Lease Agreement regarding public access to Barbadoes Pond with NH Fish and Game.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

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

Recorded by: Karen Lavertu
City Clerk

John Valente 6:20 12/22/14

Document Created by: Legal
Document Posted on: December 15, 2014

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CITY OF DOVER

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Agenda Item#: 13.A.8.

Resolution Number: **R - 2014.12.10 - 136**
 Resolution Re: Authorization for the City Manager to Enter in a Lease Agreement with NH Fish and Game for Barbadoes Pond

DOCUMENT HISTORY:

First Reading Date: 12/10/2014	Public Hearing Date: N/A
Approved Date: 12/10/2014	Effective Date: 12/10/2014

DOCUMENT ACTIONS:

Deputy Mayor Carrier moved for its adoption; seconded by Councilor O'Connor.
 Vote: 8/0.

VOTING RECORD		
Date of Vote: 12/10/2014	YES	NO
Mayor Karen Weston	X	
Deputy Mayor Robert Carrier, At Large	X	
Councilor John O'Connor, Ward 1	X	
Councilor William Garrison III, Ward 2	X	
Councilor Deborah Thibodeaux, Ward 3	X	
Councilor Dorothea Hooper, Ward 4	Absent	
Councilor Catherine Cheney, Ward 5	X	
Councilor Jason Gagnon, Ward 6	X	
Councilor Anthony McManus, At Large	X	
Total Votes:	8	0
Resolution does pass.		

John O'Connor
12/22/14

Document Created by: Legal
 Document Posted on: December 15, 2014

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10.28



CITY OF DOVER

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Agenda Item#: 13.A.8.

Resolution Number: **R - 2014.12.10 - 136**

Resolution Re: Authorization for the City Manager to Enter in a Lease Agreement with NH Fish and Game for Barbadoes Pond

RESOLUTION BACKGROUND MATERIAL:

Barbadoes Pond has provided area residents a place to canoe and fish for many years. NH Fish and Game stocks the pond annually to enhance the fishery. In the late 1990's, the Grandview Drive Subdivision was developed on property along the eastern shore of Barbadoes Pond and essentially eliminated public access to Barbadoes Pond. The City of Dover owns a large parcel of land in Madbury which has frontage on Barbadoes Pond. The property also has a public water supply well on it. NH Fish and Game approached the Community Services Department shortly after access to the pond was lost. They requested permission to establish a public access to the pond on the City's property. The City agreed to allow public access on a conditional basis. The City was concerned about potential vandalism which could compromise water system assets or water quality.

The practice of allowing public access at the Barbadoes property has been successful and without incident. NH Fish and Game has lived up to its obligations providing trash pick up, sanitary services and policing the access.

A five year Lease Agreement between the City and State expires in January 2015. NH Fish and Game and the City have negotiated another a five year lease for the Barbadoes Pond access.

Please see draft Lease Agreement attached.

John White
12/22/14

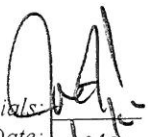
Document Created by: Legal
Document Posted on: December 15, 2014

R-2012.12.10 Barbadoes Pond Lease Authorization
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APPENDIX B
STATEWIDE PUBLIC BOAT ACCESS PROGRAM
BARBADOES POND, DOVER, NH SITE PLAN

SEE
RECORDED STRAFFORD COUNTY REGISTRY OF DEEDS

DATE: FEBRUARY 1, 2010 PLAN #: 98-75

Lessor's initials: 

Date: 1/6

Lessee's initials: C. Daw

Date: 12/22/14

18-03

APPENDIX C

LIST of ACCESS AREA IMPROVEMENTS to be made by NH FISH AND GAME

The New Hampshire Fish and Game Department will:

- Continue placement and maintenance of portable toilets seasonally for the life of the lease.

APPENDIX D
NH FISH AND GAME BOAT ACCESS AREA
RULES and REGULATIONS

CHAPTER Fis 1600 STATEWIDE PUBLIC ACCESS PROGRAM

PART Fis 1601 CHAPTER DEFINITIONS - RESERVED

PART Fis 1602 DEPARTMENT CONTROLLED BOAT ACCESS FACILITIES

Fis 1602.01 Rules for Department Controlled Boat Access Facilities.

(a) Department controlled boat access facilities shall be subjected to the following:

- (1) There shall be no bathing, washing or swimming permitted;
- (2) No person shall remove, destroy, or damage any tree, shrub, vine or plant or any part thereof;
- (3) No person, except a law enforcement officer acting under proper authority, shall obstruct any other individual from launching a watercraft;
- (4) No person shall park any vehicle or moor a watercraft in such a manner as to obstruct any avenue of ingress or egress, except for the purpose of launching. After launching, vehicles shall be parked in designated parking spaces
- (5) There shall be no fires or burning materials on the ground unless they are in designated fireplaces that are provided;
- (6) There shall be no camping;
- (7) No person shall leave or store watercraft unless otherwise posted;
- (8) No person shall discharge human waste from recreational vehicles;
- (9) No person shall discharge a firearm, fireworks or other explosive devices;
- (10) No person shall consume alcoholic beverages or possess an open container of alcoholic beverage;
- (11) Commercial use of the facilities shall be prohibited;
- (12) No person shall dispose of any trash except where trash receptacles are provided;

(13) No person shall attach, affix or mount any commercial or private advertisement to a department owned kiosk, building or to any other area of the public access facility;

(14) The access facilities shall be open to the public 24 hours a day except that between 10:00 pm and 5:00 am, the access sites shall be used solely for the purpose of launching and retrieval of watercraft and/or fishing from shore. No other use of the access sites shall be allowed;

(15) No person shall park any vehicle and/or trailer in an area which has been posted to prohibit parking;

(16) No person shall park any vehicle without an attached trailer, or trailer alone, in an area which has been designated for the parking of vehicles with attached trailers;

(17) No vehicle and/or trailer shall be left for a period of greater than 24 continuous hours;

(18) Vehicles and/or trailers parked contrary to this section may, at the discretion of a law enforcement officer acting under proper authority, be towed at the owners expense;

(19) If the access facility is filled to capacity, the facility shall be closed to entry by additional vehicles and trailers until such time as additional parking is available and the safety of all individuals can be ensured;

(20) The access facility shall be closed to all public use during periods of time for activities such as, but not limited to, repair and maintenance or an emergency when the safety of all users cannot be maintained.

Source, #6436, eff 1-22-97; ss by #6877, eff 10-31-98

[Handwritten signature]

[Handwritten initials]
12/22/14

APPENDIX E
CITY'S CERTIFICATE OF INSURANCE

22-23

Lessor's initials:

Date:



Lessee's initials:

Date:


11/22/14

CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex³) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex³ is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex³ is entitled to the categories of coverage set forth below. In addition, Primex³ may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex³, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex³ Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex³. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

Participating Member: City of Dover 288 Central Avenue Dover, NH 03820		Member Number: 156	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624	
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Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply	
☒ General Liability (Occurrence Form) Professional Liability (describe) ☐ Claims Made ☐ Occurrence	7/1/2014	7/1/2015	Each Occurrence	\$ 1,000,000
			General Aggregate	\$ 2,000,000
			Fire Damage (Any one fire)	\$
			Med Exp (Any one person)	\$
☐ Automobile Liability Deductible Comp and Coll: \$1,000 ☐ Any auto			Combined Single Limit (Each Accident)	\$
			Aggregate	\$
☐ Workers' Compensation & Employers' Liability			☐ Statutory	
			Each Accident	\$
			Disease — Each Employee	\$
			Disease — Policy Limit	\$
☐ Property (Special Risk includes Fire and Theft)			Blanket Limit, Replacement Cost (unless otherwise stated)	

Description: The certificate holder is named as Additional Covered Party, but only to the extent liability is based solely on the negligence or wrongful acts of the member, its employees, agents, officials or volunteers. This coverage does not extend to others. Any liability resulting from the negligence or wrongful acts of the Additional Covered Party, or their employees, agents, contractors, members, officers, directors or affiliates is not covered.

CERTIFICATE HOLDER:	☒	Additional Covered Party	☐	Loss Payee	Primex³ – NH Public Risk Management Exchange
The State of New Hampshire Department of Fish and Game 11 Hazen Drive Concord, NH 03301					By: Tammy Denver
					Date: 12/3/2014 tdenver@nhprimex.org
					Please direct inquiries to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax

23-23

[Signature]
 12/16/14

GDO
 12/22/14

