



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, November 13, 2019**
Meeting Time: **7:00pm**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. CHAPTER 166 – VEHICLES & TRAFFIC, SECTION 56 – SCHEDULE I**
SPONSORED BY MAYOR WESTON BY REQUEST
 - B. APPROPRIATION OF RECREATION FACILITIES CAPITAL RESERVE FUNDS FOR SKATE PARK AND PARK STREET PARK**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY MAYOR WESTON BY REQUEST
 - C. ADOPTION OF FISCAL YEAR 2021 – 2026 CAPITAL IMPROVEMENTS PROGRAM (CIP) (CITY COUNCIL VOTE TO OCCUR ON DECEMBER 11, 2019)**
SPONSORED BY MAYOR WESTON BY REQUEST
 - D. APPROPRIATION FOR FY2021 CAPITAL IMPROVEMENTS PROGRAM (CIP) – NON-DEBT FINANCED PROJECTS**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE TO OCCUR ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST
 - E. APPROPRIATION FOR FY2021 CAPITAL IMPROVEMENTS PROGRAM (CIP) AND AUTHORIZATION FOR BONDING**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE TO OCCUR ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST
 - F. REPROGRAM UNEXPENDED BOND PROCEEDS FROM SIDEWALK – UPPER WHITTIER STREET PROJECT TO CHAPEL RESTORATION/FACILITIES & GROUND OFFICE PROJECT**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(CITY COUNCIL VOTE TO OCCUR ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST



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G. TO RESCIND CIP PROJECTS AUTHORIZED TO BE BONDED UNISSUED SMALL BALANCES.

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

(CITY COUNCIL VOTE TO OCCUR ON DECEMBER 11, 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. October 23, 2019 – Regular Meeting

11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

1. CHAPTER 166 – VEHICLES & TRAFFIC, SECTION 56 – SCHEDULE I

SPONSORED BY MAYOR WESTON BY REQUEST

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

1. APPROPRIATION OF RECREATION FACILITIES CAPITAL RESERVE FUNDS FOR SKATE PARK AND PARK STREET PARK

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

SPONSORED BY MAYOR WESTON BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. RAFFLE – Great Bay Figure Skating Club

**2. CAMPBELL WELL CLEANING DESIGN SERVICES WRIGHT-PIERCE
ADDITIONAL SCOPE**

SPONSORED BY MAYOR WESTON BY REQUEST



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- 3. DOVER PUDDING HILL AQUIFER CHANGE ORDER #3 UNDERWOOD ENGINEERS, INC**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. APPROVAL OF SIXTH AMENDMENT TO MEMORANDUM OF UNDERSTANDING DEVELOPMENT OF REPLACEMENT WELL AT THE DOVER PUDDING HILL AQUIFER ARTIFICIAL RECHARGE PILOT TESTING DATED APRIL 14, 2017**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. B19001 BROADWAY STREET RAILROAD CULVERT CONSTRUCTION CHANGE ORDER TWO**
SPONSORED BY MAYOR WESTON BY REQUEST
- 6. PHASE II INFILTRATION AND INFLOW STUDY - AWARD OF ADDITIONAL SCOPE OF SERVICES TO WRIGHT PIERCE AMENDMENT SEVEN**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. APPROVAL OF MEMORANDUM OF AGREEMENT REGARDING PARKING SPACES BETWEEN ONE FIRST DOVER, LLC AND CITY OF DOVER**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|---|---|
| 1. School Board | 16. Pool Advisory Committee |
| 2. Planning Board | 17. Recreation Advisory Board |
| 3. 400th Anniversary Committee | 18. Solid Waste Advisory Commission |
| 4. Appointments Committee | 19. Transportation Advisory Commission |
| 5. Arena Commission | 20. Waterfront TIF Advisory Board |
| 6. Arts Commission | 21. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 7. Conservation Commission | 22. Joint Building Committee Garrison Elementary School |
| 8. Downtown TIF Advisory Board | 23. COAST |
| 9. Energy Commission | 24. Cocheco Waterfront Development Advisory Committee |
| 10. Heritage Commission | 25. Dover Main Street |
| 11. Legislative Liaison | 26. Strafford Regional Planning Commission |
| 12. Library Board of Trustees | 27. Tri-City Homelessness Task Force |
| 13. McConnell Center Advisory Committee | |
| 14. Ordinance Committee | |
| 15. Parking Commission | |

B. RESOLUTIONS

- 1. REPROGRAM PORTION OF FISCAL YEAR 2017 CIP APPROPRIATION FOR PARK IMPROVEMENTS AMANDA HOWARD (PARK IMPROVEMENTS RESERVE) TO SKATE PARK PROJECT.**
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 11, 2019.)
SPONSORED BY MAYOR WESTON BY REQUEST



CITY OF DOVER

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- 2. FISCAL YEAR 2020 CIP APPROPRIATION AND AUTHORIZATION FOR CLEAN WATER STATE REVOLVING FUND (CWSRF) LOAN FOR INNOVATIVE ILLICIT DISCHARGE AND ELIMINATION STORMWATER DRY WEATHER TESTING. (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON DECEMBER 11, 2019, WITH CITY COUNCIL VOTE TO OCCUR ON JANUARY 8, 2020.) SPONSORED BY MAYOR WESTON BY REQUEST**

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.C.
Public Hearing Only**

Resolution Number: **R – 2019.10.23 – 169**

Resolution Re: Adoption of FY2021-FY2026 Capital Improvements Plan

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$25,000 or more and useful life of three years or greater; and that

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

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

The Proposed Capital Improvements Program for Fiscal Year 2021-2026 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 169**
Resolution Re: Adoption of FY2021-FY2026 Capital Improvements Plan

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2021 through FY2026 Capital Improvements Program.

This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure and capital assets over the course of the next six years and does NOT authorize or appropriate funding for projects or authorize bonding.

The FY2021 – FY2026 CIP projects and their anticipated schedule for funding are reflected in the attached document.

Capital Improvements Program - FY2021-2026

Amended 22-Oct-19

All Projects								
BOLD = New Project			* = Multi Category Project					
UNDERLINED = Change in Schedule			ITALIC = \$ Change					
PROJECT DESCRIPTION	2021	2022	2023	Fiscal Year 2024	2025	2026	Total	Finance Method
GENERAL GOVERNMENT								
Transfer to Capital Reserve - Infrastructure & Equip	900,000	925,000	950,000	975,000	1,000,000	1,025,000	5,775,000	OB
Transfer to Capital Reserve - Cemetery	125,000	125,000	125,000	125,000	125,000	125,000	750,000	OB
CAMA Software Replacement & Implementaion	33,000	33,000	34,000				100,000	OB
<i>City Hall Boiler Replacement</i>	300,000						300,000	RF
Cemetery Improvements		250,000		250,000			500,000	RF
City Hall Structural/Safety Improvements		500,000		250,000			750,000	RF
Indoor Pool Solar Panel Purchase					150,000		150,000	RF
Public Works Facility Repairs						250,000	250,000	RF
TOTAL GENERAL GOVT.	1,358,000	1,833,000	1,109,000	1,600,000	1,275,000	1,400,000	8,575,000	
POLICE								
<i>Police Cruiser Replacement Program</i>	144,000	144,000	144,000	144,000	144,000	144,000	864,000	RF
<i>Public Safety Comm Infrastructure Upgrades</i>	123,418	100,000	100,000	100,000	100,000	100,000	623,418	OB
Records Management/CAD Software Upgrade	590,000						590,000	RF
TOTAL POLICE	857,418	244,000	244,000	244,000	244,000	244,000	2,077,418	
FIRE & RESCUE								
Ambulance Replacement	245,000		245,000		245,000		735,000	RF
Command/Staff Vehicle Replacement		49,000			49,000		98,000	RF
Pumper Replacement		635,000					635,000	RF
Station Capacity Improvements		475,000			660,000		1,135,000	DF
Front Line Vehicle Corosion Repair			90,000				90,000	RF
Protective Gear				174,000			174,000	RF
Northend Station Traffic Light					85,000		85,000	RF
SCBA Gear						195,000	195,000	RF
TOTAL FIRE & RESCUE	245,000	1,159,000	335,000	174,000	1,039,000	195,000	3,147,000	
COMMUNITY SERVICES - PUBLIC WORKS								
PW Heavy Equipment	350,000	400,000	450,000	500,000	550,000	600,000	2,850,000	RF
General Streets Improvements	2,164,803	2,251,395	2,341,451	2,435,109	2,532,513	2,633,814	14,359,085	OB
General Sidewalk Improvements	116,985	121,665	126,531	131,592	136,856	142,330	775,959	OB
<i>Bridge Improvements</i>	140,000	160,000	180,000	200,000	200,000	200,000	1,080,000	OB
<i>Drainage System Improvements</i>	175,000	200,000	250,000	300,000	350,000	400,000	1,675,000	OB
Traffic Signal Upgrades/Traffic Calming	90,000	90,000	90,000	90,000	90,000	90,000	540,000	OB
Central Ave Drainage Work*	150,000	550,000	400,000				1,100,000	DF
Congestion Mitigation Route 108	250,000		900,000	350,000			1,500,000	DF
Downtown Traffic Efficiency Improvements	300,000	100,000	1,000,000				1,400,000	DF
<i>Street Reconstruction - Oak/Ham/Ela</i>	900,000	1,400,000					2,300,000	DF
Bridge Replacement - Oak Street		250,000			5,000,000		5,250,000	DF/GF
<i>Street Reconstruction - Court/Union/Middle</i>		200,000		2,600,000	1,700,000		4,500,000	DF
Street Reconstruction Fifth/Grove Streets*		100,000	750,000	250,000			1,100,000	DF
Street Reconstruction - Piscataqua/Back River*		700,000	200,000	100,000			1,000,000	DF
Bridge Replacement - County Farm				250,000			250,000	DF
Soundwalls - Renaud/Keating					400,000		400,000	RF
Street Reconstruction - Sunset Drive					200,000	1,000,000	1,200,000	DF
Street Reconstruction - Atlantic Avenue						1,500,000	1,500,000	DF
Street Reconstruction - Horne Street*						250,000	250,000	DF
TOTAL COMM SERV - PW	4,636,788	6,523,060	6,687,982	7,206,701	11,159,369	6,816,144	43,030,044	
CULTURE & RECREATION								
Transfer to Capital Reserve - Park/Playground Imprv.	112,500	112,500	112,500	112,500	112,500	112,500	675,000	OB
Park Infrastructure Replace/Maintenance	75,000	75,000	75,000	75,000	75,000	75,000	450,000	RF
Arena - Sprinkler System	75,000						75,000	RF
Jenny Thompson Pool Water Heating System	50,000						50,000	RF
Jenny Thompson Renovations	12,000	488,000					500,000	DF
Park Improvements - Garrison Hill Park		250,000					250,000	RF
<i>Indoor Pool Solarium</i>				400,000			400,000	RF
<i>Arena - Foster Rink Air Conditioning</i>						75,000	75,000	RF
TOTAL CULTURE & RECREATION	324,500	925,500	187,500	587,500	187,500	262,500	2,475,000	
PUBLIC LIBRARY								
Library Books and Collections	118,387	121,822	125,360	129,004	132,757	136,632	763,962	OB
Library Renovations and Upgrades			500,000	295,093	961,837		1,756,930	DF
TOTAL PUBLIC LIBRARY	118,387	121,822	625,360	424,097	1,094,594	136,632	2,520,892	
TOTAL CITY DEPARTMENTS	7,540,093	10,806,382	9,188,842	10,236,298	14,999,463	9,054,276	61,825,354	

Capital Improvements Program - FY2021-2026

Amended 22-Oct-19

All Projects

BOLD = New Project

* = Multi Category Project

UNDERLINED = Change in Schedule

ITALIC = \$ Change

PROJECT DESCRIPTION	2021	2022	2023	Fiscal Year 2024	2025	2026	Total	Finance Method
EDUCATION								
Transfer to Capital Reserve - Curriculum	350,000	150,000	150,000	150,000	150,000	150,000	1,100,000	OB
Transfer to Capital Reserve - Facilities	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
Transfer to Capital Reserve - Info. Technology	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
Transfer to Capital Reserve - Athletics	20,000	20,000	20,000	20,000	20,000	20,000	120,000	OB
Curriculum Replacement and Upgrade	300,000	100,000	100,000	100,000	100,000	100,000	800,000	RF
Facilities/School Maintenance and Repairs	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Furniture Replacement	25,000	25,000	25,000	25,000	25,000	25,000	150,000	OB
Information Technology Replacement and Upgrade	152,000	158,000	164,000	171,000	178,000	185,000	1,008,000	OB
DHS Bleachers	350,000						350,000	RF
DMS Locker Relocation	40,000	42,000	44,000				126,000	OB
Facilities Space Needs Study	50,000						50,000	OB
Garrison Elementary School Roof	240,000						240,000	RF
Garrison Elementary School Renovations			300,000	5,928,000			6,228,000	DF
Middle School AC/Dehumidification			546,000				546,000	DF
Middle School Roof Replacement			560,000				560,000	DF
DHS Solar Panel Purchase						600,000	600,000	RF
DHS Turf Field & Track Replacement						2,000,000	2,000,000	DF
TOTAL EDUCATION	<u>1,927,000</u>	<u>895,000</u>	<u>2,309,000</u>	<u>6,794,000</u>	<u>873,000</u>	<u>3,480,000</u>	<u>16,278,000</u>	
TOTAL GENERAL FUND	9,467,093	11,701,382	11,497,842	17,030,298	15,872,463	12,534,276	78,103,354	
SPECIAL REVENUE FUNDS								
Building Access Control and CCTV Systems	75,000	105,000	50,000	100,000			330,000	OB
Conservation Funding	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000	OB
DoverNet Client System Replacement	54,000	54,000	54,000	54,000	54,000	54,000	324,000	OB
SAU Athletic Improvements	30,000	30,000	30,000	30,000	30,000	30,000	180,000	OB
SAU Cafeteria Maintenance/Repair/Upgrade	40,000	40,000	40,000	40,000	40,000	40,000	240,000	OB
SAU Light Vehicle Replacement	50,000	50,000	50,000	50,000	50,000	50,000	300,000	OB
McConnell Center Trim Repairs/Painting	120,000						120,000	OB
Parking Facility - Downtown			8,100,000				8,100,000	DF
McConnell Center Boiler & Pump Replacement				4,500	250,000		254,500	DF
McConnell Center Rubber Roof				6,500	275,000		281,500	DF
McConnell Center Gym AC					10,000	260,000	270,000	DF
TOTAL SPECIAL REVENUE FUNDS	619,000	529,000	8,574,000	535,000	959,000	684,000	11,900,000	
TIF DISTRICT FUNDS								
Street/Utility Extension - Waterfront Parcel	2,400,000						2,400,000	DF
Park Improvements - Maglaras Park		1,000,000					1,000,000	DF
Street Reconstruction Henry Law Ave			1,300,000				1,300,000	DF
TOTAL TIF DISTRICT FUNDS	2,400,000	1,000,000	1,300,000	0	0	0	4,700,000	
COMMUNITY SERVICES - WATER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Water Exploration	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Water Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Water Main Replacement - City Wide	150,000	156,000	162,240	168,730	175,479	182,497	994,946	RF
Water Meter Replacement	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000	OB
Water Treatment Plant & Well Equipment	75,000	78,000	81,120	84,365	87,739	91,249	497,473	RF
Wellhead Protection	100,000	100,000	100,000	100,000	100,000	100,000	600,000	RF
Water Main Replacement - Central Avenue - Lower*	100,000		1,000,000				1,100,000	DF
Water Main Replacement - Central Avenue - Upper*	75,000		750,000				825,000	DF
Water Main Replacement - Littleworth Road	100,000		1,000,000				1,100,000	DF
Water Main Replacement - Washington/Main Street*	1,400,000						1,400,000	DF
Water Treatment Plant - Pudding Hill	300,000						300,000	GF
Water Main Replacement - Court Street Area*		75,000			750,000		825,000	DF
Water Main Replacement - Fifth/Grove Streets*		125,000		875,000			1,000,000	DF
Water Main Replacement - Piscataqua/Drew Roads*		250,000		1,500,000			1,750,000	DF
Water Main Replacement - Urban Core*		1,900,000					1,900,000	DF
Portsmouth Emergency Interconnect			1,000,000				1,000,000	GF
Water Main Replacement - Durham Road						850,000	850,000	DF
Water Main Replacement - Horne Street*						100,000	100,000	DF
TOTAL WATER FUND	3,130,000	3,514,000	4,923,360	3,558,095	1,943,218	2,153,746	19,222,419	
COMMUNITY SERVICES - SEWER FUND								
Transfer to Capital Reserve	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	OB
Inflow/Infiltration Study/Mitigation	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	RF
Pump Station Equipment Replace-Maint.	75,000	78,000	81,120	84,365	87,739	91,249	497,473	OB
Sewer Heavy Equipment Replacement	40,000	40,000	40,000	40,000	40,000	40,000	240,000	RF
Sewer Light Vehicle Replacement*	15,000	15,000	15,000	15,000	15,000	15,000	90,000	OB
Sewer Main Replacements - City Wide	150,000	156,000	162,240	168,730	175,479	182,497	994,946	RF
Sewer Inspection Camera	150,000						150,000	OB
Sewer Main Extension - Durham Road*	100,000		1,000,000				1,100,000	DF
Sewer Main Replacement - South Central Ave.	50,000		500,000				550,000	DF
Pump Station Upgrade - Piscataqua				150,000			150,000	RF
Sewer Main Replacement - Horne Street*						100,000	100,000	DF
TOTAL SEWER FUND	1,380,000	1,089,000	2,598,360	1,258,095	1,118,218	1,228,746	8,672,419	
TOTAL OTHER FUNDS	7,529,000	6,132,000	17,395,720	5,351,190	4,020,436	4,066,492	44,494,838	
TOTAL ALL PROJECTS	16,996,093	17,833,382	28,893,562	22,381,488	19,892,899	16,600,768	122,598,192	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 170**
Resolution Re: **Appropriation For FY2021 Capital Improvements
Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL, THAT:
The following capital outlays are appropriated as part of the FY2021 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	City Hall Boiler Replacement	\$300,000	General Fund Capital Reserve	Trust
2	Police Cruiser Replacement Program	144,000	General Fund Capital Reserve	Trust
3	Records Management/CAD Software Upgrade	276,000	General Fund Capital Reserve	Trust
4	Ambulance Replacement	245,000	General Fund Capital Reserve	Trust
5	Public Works Heavy Equipment	350,000	General Fund Capital Reserve	Trust
6	Park Infrastructure Replace/Maintenance	50,000	Park Improvements Capital Reserve	Trust
7	Jenny Thompson Pool Water Heating System	50,000	Park Improvements Capital Reserve	Trust
8	Arena - Sprinkler System	75,000	Arena Improvements Capital Reserve	Trust
9	Records Management/CAD Software Upgrade	285,000	Police Facilities Capital Reserve	Trust
10	Records Management/CAD Software Upgrade	29,000	Fire & Rescue Facilities Capital Reserve	Trust
11	Park Infrastructure Replace/Maintenance	25,000	Recreation Facilities Capital Reserve	Trust
12	School Facilities Maintenance and Repairs	100,000	School Facilities Capital Reserve	Trust
13	Dover High School Bleachers	350,000	School Facilities Capital Reserve	Trust
14	Garrison Elementary School Roof	240,000	School Facilities Capital Reserve	Trust
15	Curriculum Replacement and Upgrade	300,000	School Curriculum Reserve	Trust
16	Water Exploration	100,000	Water Fund Capital Reserve	Trust
17	Water Heavy Equipment Replacement	40,000	Water Fund Capital Reserve	Trust
18	Water Main Replacement - City Wide	150,000	Water Fund Capital Reserve	Trust
19	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
20	Water Treatment Plant & Well Equipment	75,000	Water Fund Capital Reserve	Trust
21	Inflow/Infiltration Study/Mitigation	300,000	Sewer Fund Capital Reserve	Trust
22	Sewer Heavy Equipment Replacement	40,000	Sewer Fund Capital Reserve	Trust
23	Sewer Main Replacement - City Wide	\$150,000	Sewer Fund Capital Reserve	Trust
	Total	\$3,774,000		

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 170**
Resolution Re: **Appropriation For FY2021 Capital Improvements
Program – Non-Debt Financed Projects**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 170**
Resolution Re: **Appropriation For FY2021 Capital Improvements
Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates capital reserve funds to finance a portion of the FY2021 Capital Improvements Program. In addition, it authorizes the transfer of Capital Reserve Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2020:

Description	Proposed Appropriation	Balance 6/30/2020	Notes
Capital Reserve Funds CIP			
General Fund Capital Reserve	\$1,315,000	\$1,126,548	(1)
Parks Improvements Capital Reserve	\$100,000	\$57,721	(2)
Arena Improvements Capital Reserve	\$75,000	\$80,683	
Police Facilities Capital Reserve	285,000	242,944	(3)
Fire & Rescue Facilities Capital Reserve	29,000	33,569	
Recreation Facilities Capital Reserve	25,000	408,551	
School Facilities Capital Reserve	690,000	752,079	
School Curriculum Reserve	300,000	139,443	(4)
Water Fund Capital Reserve	465,000	2,117,995	
Sewer Fund Capital Reserve	490,000	207,631	(5)
Total	3,774,000		

1. The General Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$900,000 into the reserve is proposed in the CIP FY 2021-2026 to be budgeted during FY2021 as part of the City's General Fund Operating Budget.
2. The Park Improvements Capital Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$112,500 into the reserve is proposed in the CIP FY 2021-2026 to be budgeted during FY2021 as part of the City's General Fund Operating Budget.
3. The Police Facilities Capital Reserve will have sufficient funds for the appropriations as Impact Fees to be collected during FY2021 are expected to provide necessary funds.
4. The School Curriculum Reserve will have sufficient funds for the appropriations as a transfer from the General Fund of \$350,000 into the reserve is proposed in the CIP FY2021-2026 to be budgeted during FY2021 as part of the School's General Fund Operating Budget.
5. The Sewer Fund Capital Reserve will have sufficient funds for the appropriations as a transfer from the Sewer Fund of \$500,000 into the capital reserve is proposed in the CIP FY2021-2026 to be budgeted during FY2021 as part of the City's Sewer Fund Operating Budget.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2018.10.23 – 171**
Resolution Re: **Appropriation For FY2021 Capital Improvements
Program and Authorization for Bonding**

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The following capital projects are appropriated, with estimated useful lives in excess of the length indicated, as part of the FY2021 Capital Improvements Program:

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Central Avenue Drainage Work	\$ 1,100,000	20	Comm Serv - PW	General
2	Congestion Mitigation Route 108	1,500,000	20	Comm Serv - PW	General
3	Downtown Traffic Efficiency Improvements	1,400,000	20	Comm Serv - PW	General
4	Street Reconstruction - Oak/Ham/Ela	2,300,000	20	Comm Serv - PW	General
5	Jenny Thompson Renovations	500,000	20	Recreation	General
6	Street/Utility Extension - Waterfront Parcel	2,400,000	20	TIF - Waterfront	TIF
7	Water Main Replacement - Central Avenue - Lower	1,100,000	15	CS - Water	Water
8	Water Main Replacement - Central Avenue - Upper	825,000	15	CS - Water	Water
9	Water Main Replacement - Littleworth Road	1,100,000	15	CS - Water	Water
10	Water Main Replacement - Washington/Main Street	1,400,000	15	CS - Water	Water
11	Sewer Main Extension - Durham Road	1,100,000	15	CS - Sewer	Sewer
12	Sewer Main Replacement - South Central Avenue	550,000	15	CS - Sewer	Sewer
		15,275,000			

AND FURTHER BE IT RESOLVED THAT:

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

AND FURTHER BE IT RESOLVED THAT:

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

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2018.10.23 – 171**
Resolution Re: **Appropriation For FY2021 Capital Improvements
Program and Authorization for Bonding**

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal 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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2018.10.23 – 171**
Resolution Re: **Appropriation For FY2021 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2021 Capital Improvements Program financed by debt and authorizes the sale of bonds and/or participation in the CWSRF or DWSRF.

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

Debt Authorization versus Debt Retirement

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

Description	City	School	Water	Sewer	Waterfront TIF	Total
FY2021 Authorization	6,800,000	0	4,425,000	1,650,000	2,400,000	15,275,000
FY2021 Retirement	4,529,911	3,140,333	1,202,410	1,531,413	122,542	10,526,609
Net Change	2,270,089	(3,140,333)	3,222,590	118,587	2,277,458	4,748,391

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2019 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	DBIDA-IB	Exempt	Total
Debt Outstanding	46,657,516	90,945,369	15,545,136	0	0	34,956,992	188,105,013
Authorized - Unissued	9,336,414	545,000	23,028,000	0	0	8,398,409	41,307,823
Total Issued & Unissued	55,993,930	91,490,369	38,573,136	0	0	43,355,401	229,412,836
This Authorization	6,800,000	0	4,425,000	0	0	4,050,000	15,275,000
Grand Total	62,793,930	91,490,369	42,998,136	0	0	47,405,401	244,687,836
Legal Debt Limit	115,937,478	270,520,782	386,458,260	4,000,000	NA	NA	
Unused Capacity	53,143,548	179,030,413	343,460,124	4,000,000			
Percent Unused	45.8%	66.2%	88.9%	100.0%			

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

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2018.10.23 – 171**

Resolution Re: **Appropriation For FY2021 Capital Improvements
Program and Authorization for Bonding**

Multi-Year Projects Proposed Bonding Schedule

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

Item #	Description	Proposed Appropriations	FY2021	FY2022	FY2023	FY2024
1	Central Avenue Drainage Work	1,100,000	150,000	550,000	400,000	
2	Congestion Mitigation Route 108	1,500,000	250,000		900,000	350,000
3	Downtown Traffic Efficiency Improvements	1,400,000	300,000	100,000	1,000,000	
4	Street Reconstruction - Oak/Ham/Ela	2,300,000	900,000	1,400,000		
5	Jenny Thompson Renovations	500,000	12,000	488,000		
6	Street/Utility Extension - Waterfront Parcel	2,400,000	2,400,000			
7	Water Main Replacement - Central Avenue - Lower	1,100,000	100,000		1,000,000	
8	Water Main Replacement - Central Avenue - Upper	825,000	75,000		750,000	
9	Water Main Replacement - Littleworth Road	1,100,000	100,000		1,000,000	
10	Water Main Replacement - Washington/Main Street	1,400,000	1,400,000			
11	Sewer Main Extension - Durham Road	1,100,000	100,000		1,000,000	
12	Sewer Main Replacement - South Central Avenue	550,000	50,000		500,000	
	Total	15,275,000	5,837,000	2,538,000	6,550,000	350,000

Financial Policy Considerations

The proposed debt authorizations contained in this resolution will result in the following City Council adopted Financial Policies not being adhered to:

- A. Water Fund debt shall not exceed 5% of the State of NH legal limit.
- B. Water Fund debt service for any given fiscal year shall not exceed 40% of the total appropriations for the fund.

Water Fund debt will exceed the 5% policy limit in FY2021 and continue through FY2026 as a result of the funding appropriated for Water System Facilities Upgrade in the FY2017 CIP and FY2018 CIP. The Water Fund debt service as a percentage of budget is projected to exceed the 40% policy level in FY2022 and continue through FY2026. This is the result of the funding appropriated for Water System Facilities Upgrade in FY2017 and FY2018 CIPs, as well as the \$4,425,000 proposed for debt financing in this resolution.

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to the projects proposed to be bonded in FY2021. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2018.10.23 – 171**
 Resolution Re: **Appropriation For FY2021 Capital Improvements
 Program and Authorization for Bonding**

CIP Only					CIP Only				
Net Change in Property Tax Rates					Net Change in Utility Rates				
	2021	2022	2023			2021	2022	2023	
City	0.07	0.17	0.27		Water	0.25	0.53	0.83	
School	0.00	0.01	0.08		Sewer	0.02	0.06	0.22	
Total Change	0.07	0.18	0.35		Total Change	0.27	0.59	1.05	
Est Tax Rate	25.50	25.68	26.03		Est Utility Rate	14.72	15.31	16.36	
% Change City	0.74%	1.79%	2.82%		% Change Water	4.63%	9.38%	14.00%	
% Change School	0.00%	0.09%	0.70%		% Change Sewer	0.22%	0.66%	2.41%	
% Change Total	0.28%	0.71%	1.37%		% Change Total	1.87%	4.01%	6.98%	
Including Prior Year Authorizations					Including Prior Year Authorizations				
Net Change in Property Tax Rates					Net Change in Utility Rates				
	2021	2022	2023			2021	2022	2023	
City	0.10	0.12	0.00		Water	0.45	1.57	(0.13)	
School	0.05	(0.07)	0.03		Sewer	0.20	0.28	(0.03)	
Total Change	0.15	0.05	0.03		Total Change	0.65	1.85	(0.16)	
Est Tax Rate	25.58	25.63	25.66		Est Utility Rate	15.10	16.95	16.79	
% Change City	1.06%	1.26%	0.00%		% Change Water	8.33%	26.84%	-1.87%	
% Change School	0.44%	-0.61%	0.26%		% Change Sewer	2.21%	3.03%	-0.32%	
% Change Total	0.59%	0.20%	0.12%		% Change Total	4.50%	12.25%	-0.98%	
Rate per \$1,000 of Assessed Value					Rate per 100 Cubic Feet of Water Consumption				

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY19 estimated assessed value at \$322,183 with 75 HCF of average water usage.

Impact to Average Single Family Home				
				Change
				After
Description	Yr1	Yr2	Yr3	3 Years
CIP Only				
Property Tax	23	58	113	193
Water Fees	19	40	62	121
Sewer Fees	2	5	17	23
Total Avg SFH Impact	43	102	192	337
Including PY Authorizations				
Property Tax	32	39	-	71
Water Fees	34	118	(10)	142
Sewer Fees	15	21	(2)	34
Total Avg SFH Impact	81	177	(12)	246



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 172**
Resolution Re: Reprogram Unexpended Bond Proceeds from Sidewalk
Upper Whittier Street project to Chapel
Restoration/Facilities & Grounds Office 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 \$225,734 of unexpended bond proceeds from the Sidewalk Upper Whittier Street project, where the determination has been made that the project will be deferred until a future year as available funding is substantially less than needed to complete the project; and

WHEREAS: The City has identified the immediate need for additional funding for the Chapel Restoration/Facilities & Grounds Office project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$225,734 of unexpended bond proceeds is hereby reprogrammed from the Sidewalk Upper Whittier Street to Chapel Restoration/Facilities & Grounds Office project as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4018.1.300.43124.4715.03124.18	Sidewalk Upper Whittier Street	225,734.00	(225,734.00)	0.00
4018.1.300.41951.4725.01105.18	Chapel Restore/Facilities & Grounds Office	0.00	225,734.00	225,734.00
4020.1.300.41951.4725.01105.20	Chapel Restore/Facilities & Grounds Office	2,280,500.00	0.00	2,280,500.00
	Total Available Funding	2,506,234.00	0.00	2,506,234.00

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 172**
Resolution Re: Reprogram Unexpended Bond Proceeds from Sidewalk
Upper Whittier Street project to Chapel
Restoration/Facilities & Grounds Office Project

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Sidewalk – Upper Whittier Street project. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified project. This resolution reprograms funding from the Sidewalk – Upper Whittier Street project to Chapel Restoration/Facilities & Grounds Office project.

On November 9, 2016 the Dover City Council approved the FY2018 Capital Improvements Program (CIP) authorization for bonding of \$275,000 for the Sidewalk – Upper Whittier Street project. This project went out to bid and bid results were more than twice the project budget. The City administration is recommending deferring this project until a later year and include a new project request and dollar amount in a future CIP. Thereby, the existing funding for the Upper Whittier Street Sidewalk could be reprogrammed to an active project that needs additional funding.

The Facilities & Grounds Office project is in underway. This project was approved by the City Council on December 12, 2018 as part of the FY2020 CIP. The company preparing preliminary designs has developed an initial cost estimate for the project. The project costs are estimated higher than the available budget for the project. Therefore, City administration is recommending reprogramming the funds from Sidewalk – Upper Whittier Street to the Facilities & Grounds Office project.

Document Created by: Finance Department
Document Posted on: November 8, 2019

R-2019.10.23 Reprogram Unexpended Bond Proceeds
from Sidewalk Upper Whittier Street project to Chapel
Restoration and Facilities & Ground Office Project.doc
Page 2 of 2



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 173**
Resolution Re: Rescind CIP Projects Authorized to be Bonded Unissued
Small Balances

WHEREAS: There are existing minor balances of authorizations for bonding in the FY14, FY16, and FY18 Capital Improvements Programs (CIPs) that remain unissued; and

WHEREAS: The issuance of general obligation bonds are typically in increments of \$5,000.00; and

WHEREAS: There will be no future opportunity to issue bonds for the minor balances of these authorizations for bonding; and

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

The following CIP authorizations for bonding are hereby rescinded:

	CIP	Date	Amount	Amount	Amount	Year
Project Name	Fiscal Year	Authorized	Authorized	Bonded	To Rescind	Bonded
New Police Facility	2014	12/12/2012	\$8,702,479	\$8,700,000	\$2,479	2014
Sidewalk - Mast Rd/Spruce Lane	2014	12/12/2012	\$149,525	\$149,500	\$25	2019
WWTP - Facility Upgrade	2014	12/12/2012	\$8,937,236	\$8,937,165	\$71	2017/2019
Total FY2014 CIP Authorization for Bonding to be Rescinded:					\$2,575	
Stormwater Imprv. Keating & Birchwood	2016	11/12/2014	\$1,000,000	\$999,965	\$35	2019
Sewer Improv. Keating & Birchwood	2016	11/12/2014	\$1,050,000	\$1,049,927	\$73	2019
Total FY2016 CIP Authorization for Bonding to be Rescinded:					\$108	
Public Safety Communication Upgrade	2018	1/25/2017	\$1,334,490	\$1,334,000	\$490	2017
Total FY2018 CIP Authorization for Bonding to be Rescinded:					\$490	

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 173**
Resolution Re: Rescind CIP Projects Authorized to be Bonded Unissued
Small Balances

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 173**
Resolution Re: Rescind CIP Projects Authorized to be Bonded Unissued
Small Balances

RESOLUTION BACKGROUND MATERIAL:

As part of the FY2014 CIP authorization for bonding, the City council approved bonding \$8,702,479 for the New Police Facility. In June 2014 the city issued general obligation bonds. In that bond issue was \$8,700,000 under the authorization for the New Police Facility. In order to keep the overall bond sale based upon increments of \$5,000.00 there was \$2,479 from the New Police Facility authorization that was not bonded. This remaining authorization needs to be rescinded to remove it from the city's ledger of unissued long term debt authorizations.

As part of the FY2014 CIP authorization for bonding, the City council approved bonding \$149,525 for the Sidewalks – Mast Rd/Spruce Lane. In June 2019 the city issued general obligation bonds. In that bond issue was \$149,500 under the authorization for the Sidewalk Mast Rd/Spruce Lane. In order to keep the overall bond sale based upon increments of \$5,000.00 there was \$25 from the Sidewalk Mast Rd/Spruce Lane authorization that was not bonded. This remaining authorization needs to be rescinded to remove it from the city's ledger of unissued long term debt authorizations.

As part of the FY2014 CIP authorization for bonding, the City council approved bonding \$8,937,236 for the WWTP – Facility Upgrade. In April 2017 the city finalized a loan with NH Department of Environmental Services through the Clean Water State Revolving Loan program. This resulted in \$598,071 remaining as unissued debt authorization. In June 2019 the city issued general obligation bonds. In that bond issue was \$598,000 under the authorization for the WWTP – Facility Upgrade. In order to keep the overall bond sale based upon increments of \$5,000.00 there was \$71 from the WWTP – Facility Upgrade authorization that was not bonded. This remaining authorization needs to be rescinded to remove it from the city's ledger of unissued long term debt authorizations.

As part of the FY2016 CIP authorization for bonding, the City council approved bonding \$1,000,000 for the Stormwater Improvements on Keating/Birchwood. In March 2019 the city finalized a loan with NH Department of Environmental Services through the Clean Water State Revolving Loan program. This resulted in \$175,435 remaining as unissued debt authorization. In June 2019 the city issued general obligation bonds. In that bond issue was \$175,400 under the authorization for the Keating/Birchwood project. In order to keep the overall bond sale based upon increments of \$5,000.00 there was \$35 from the Keating/Birchwood authorization that was not bonded. This remaining authorization needs to be rescinded to remove it from the city's ledger of unissued long term debt authorizations.

As part of the FY2016 CIP authorization for bonding, the City council approved bonding \$1,050,000 for the Sewer Improvements on Keating/Birchwood. In March 2019 the city finalized a loan with NH Department of Environmental Services through the Clean Water State Revolving Loan program. This resulted in \$316,573 remaining as unissued debt authorization. In June 2019 the city issued general obligation bonds. In that bond issue was \$316,500 under the authorization for the Keating/Birchwood project. In order to keep the overall bond sale based upon increments of \$5,000.00 there was \$73 from the Keating/Birchwood authorization that was not bonded. This remaining authorization needs to be rescinded to remove it from the city's ledger of unissued long term debt authorizations.

As part of the FY2018 CIP authorization for bonding, the City council approved bonding \$1,334,490 for the Public Safety Communications Upgrade. In November 2017 the city issued general obligation bonds. In that bond issue was \$1,334,000 under the authorization for the Public Safety Communications Upgrade. In order



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2019.10.23 – 173**
Resolution Re: Rescind CIP Projects Authorized to be Bonded Unissued
Small Balances

to keep the overall bond sale based upon increments of \$5,000.00 there was \$490 from the Public Safety Communications Upgrade authorization that was not bonded. This remaining authorization needs to be rescinded to remove it from the city's ledger of unissued long term debt authorizations.

This resolution does not increase or decrease any appropriations for these CIP projects or any Operating Budget funds. Whereas, these small balances represent expenditures that need to be financed in order to have project expenditures equal to project revenues, there will be operating budget transfers from the following City funds:

\$3,029.00 from the City's General Fund operating budget to finance the \$2,479 (Police Facility), \$25 (Sidewalk Mast Rd/Spruce Lane), \$35 (Stormwater Keating/Birchwood), and \$490 (Public Safety Communication Upgrade).

\$144.00 from the City's Sewer Fund operating budget to finance the \$71 (WWTP Facility Upgrade) and \$73 (Sewer Keating/Birchwood).

City Manager's Report

November 13, 2019

Reporting on October 2019



Legal Department

Joshua Wyatt, City Attorney

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

	For Month	FY20	FY19	FY18
Legal Matters/Questions Handled	42	185	342	456
Document Creation & Review Including Contracts	09	66	269	259
Right to Know Requests Processed	02	13	41	94
Resolutions	05	26	53	67
Ordinances	01	03	18	10

Customer Focused Outcomes: Right to Know Requests

- Dover = PPA for solar high school project and RFP responses to bid
- Connecticut = Postage equipment lease for mailing equipment at facility

Product & Process Outcomes: Assistance to City Departments

City Council	Attention to resolutions and ordinances; General Code Recodification tasks;
Community Services	Assistance with easements and deeds; Compliance and enforcement; water/sewer issues; Assistance with land exchange and conveyancing.
Executive	Assistance with compliance questions; Answer HR compliance questions and policy drafting; Assistance with HR employee issue;
Fire & Rescue	Compliance inquiries; Review HIPPA matters; subpoenas of City employees;
Finance	Prepare and review various contracts, track and file City claims with Primex; address bankruptcy notices; Audit letter; Assistance to Assessing with various issues and questions; Assistance with parcel classification system and review of tax exemption applications; Assistance with compliance questions; Assistance with negotiating and preparing election-related lease;
Planning	Assistance with various agreements, easements, licenses, resolutions; Compliance assistance and research; Assistance with possible enforcement actions; Assistance with lot line restoration; Assistance with development agreements;
Police	Assistance with cost reimbursement and other questions; Assistance with Right to Know questions and practices;
Public Library	No legal assistance needed.
Public Welfare	No legal assistance needed.
Recreation	Assistance with negotiating and addressing requested waivers of City related to Ice arena use; Assistance with negotiating and drafting certain leases;
School	Assistance with contract issues and compliance questions; Assistance with Dover High School matters;
Committees	No legal assistance needed.

Financial Outcomes: Litigation

Ventas Realty Limited Partnership v. City:

(2014 tax year) Bench Trial held June 2018. Ruling in favor of City received. Plaintiff filed Motion for Reconsideration, denied by Strafford County Superior Court. Case appealed to NH Supreme Court. Brief filed by Appellant. Oral argument was held in October 2019. The case is awaiting a final appeals decision.

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

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

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

(2018 tax year) Complaint filed with Court and served on the City September 10, 2019.

Opioid Epidemic Litigation: Retained services of Robbins Geller of Boca Raton, Florida for fraudulent marketing practices of pharmaceutical manufacturers. Suit filed in USDC in Concord. Certain settlement activity with respect to certain defendants.

Shawn Labrie v. City of Dover Office of Assessor – Case pending in Strafford County Superior Court. File sent to outside counsel. Trial scheduled November 2019. Tentative settlement reached and being drafted/executed. Settled in September 2019.

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

Industrial Tower & Wireless, LLC v. City: ITW claims that the City has unreasonably restricted construction of wireless facilities. Complaint dated 01.17.2019 filed with the US District Court in Concord. Settlement in progress. Case settled September 2019.

Little Tree Education, LLC et al v. City: Received Summons and Complaint on 4/15/19. File sent to outside counsel. Attended hearing on merits in July 2019. Order affirming ZBA received in September 2019. Handled by outside counsel. Motion to reconsider denied.

Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath: Served on City on 4.17.2019. File sent to outside counsel. Attended injunction hearing in July 2019.

Mary & Rick Hebbard v. City: Complaint filed in October 2019 concerning drainage in the Tanglewood subdivision.

Molleo v. City: Appeal of tax exemption denial to the NH Board of Tax and Land Appeals. Scheduled for hearing on the merits in December 2019.

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

Dover Business & Industrial Development Authority

by Daniel Barufaldi

Leadership & Governance Outcomes:

Summary:

Business activity in the region showed signs of slowing. The automotive sector reported sales declines as did the manufacturing sector. Recent restaurant activity was reported as softening. Several downtown retailers reported declining sales due to parking problems or development limited access to their places of business as well as the "Amazon Effect". Staffing firms also reported a decline in revenue due primarily to a lack of qualified candidates. Commercial real estate activity, including multifamily/ mixed use projects continued to be strong regionally and locally. Residential real estate markets saw some decreases in closed sales due to lack of inventory and increases in median sales prices. The Dover unemployment rate rose slightly to 2.3%. Planned modest wage increases are gaining momentum with prices increasing slightly to moderately in most sectors (3.0-3.5 %). Most contacts expect continued modest declines consistent with recent results going forward. Recent stock market volatility due to trade war fears and political uncertainties are being experienced when combined with strong fundamentals. Most recently the US economy was growing at a record pace (GDP growth at 2.6% over Q3, but declining to 2% over the course of 2019) with tariff and trade policy concerns. Mortgage interest rates most recently are falling within narrow ranges. The recent Fed quarter point rate reduction is not expected to materially affect mortgage rates further. Downtown bars and restaurants are experiencing increased competition and rising lease costs. The most marketing savvy establishments are experiencing some sales growth aided by the multiple marketing events cosponsored and implemented by DBIDA, Dover Main Street, the Chamber of Commerce and the Dover Retail Committee. Retailers reported that despite the sales declines, they continue to be helped by the First Fridays Art Walk events, the Dover Arts Festival and other events with the cooperation of virtually all merchants, City wide. Service providers are generally faring better than product retailers.

Selected Business Services:

Demand for consulting and advertising is up moderately over last year at this time. Software and IT services providers are experiencing increased activity as walk-in convenient care centers and stand-alone ER's are being added. Some consolidation is now being experienced in the institutional healthcare sector. Wentworth Douglas Hospital's merger with Mass General and possibly Exeter is part of an overall consolidation trend in institutional healthcare. This is expanding the range of medical specialties available to the Dover market. WDH has opened a medical practice facility at the Pease Development Authority and has another urgent care center planned on a Dover Point Rd. site. Portsmouth Regional Hospital has opened a stand-alone ER building at Exit 7 in Dover. Wages, while up significantly in critical skill areas, remain just above inflation on average, as do prices. To attract highly skilled workers in growing industries these firms are expanding their social media and

technological attraction efforts. Increased health insurance costs remain a concern with the uncertainty of the future reform of the Affordable Care Act and the challenge of being able to increase pricing to cover the increased cost. Experienced wait staff is at a premium. Overall the sector is optimistic and expecting high single digit growth over the next two quarters and beyond.

Local walk-in healthcare centers are hiring strongly as these in- demand skill sets become available. Predictions for 2019 revenue growth in the services sector are in the 4% range.

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

Commercial Real Estate:

Non-residential commercial real estate sales activity continued with modest sustained growth locally, and with flat activity in the Portland markets and declines in Connecticut. Boston and Rhode Island markets rebounded somewhat in this period. Demand locally has remained positive with several local commercial developments, mixed use infill, multifamily and assisted living investment projects coming to fruition. New build costs for needed 20,000 SF – 30,000 SF manufacturing/ assembly/ warehouse/ office spaces at Enterprise Park are causing sticker shock for several prospects and delaying project initiation with two breakthrough projects beginning to buck the trend this coming month. Accelerator units of 1,200 – 2,500 SF are sorely needed to house small post startup companies to get underway and to grow in Dover. The Orpheum co-worker space will help alleviate this problem. Office leasing continued to improve slightly this month. Land sales continue to have momentum locally. Investment demand for commercial real estate remains strong, especially for industrial space. Leasing fundamentals maintained a moderate pace of improvement in recent weeks, consistent with slow employment growth. A significant amount of speculative office construction as part of mixed use building is now being done. Some recent mixed use developments that were experiencing difficulty in filling the commercial component while booking the residential component immediately have now filled their commercial space. The lending environment remains highly favorable to borrowers, with historically low, and now decreasing, interest rates but with somewhat tighter lending standards. Abundant investment capital continues to flow into commercial lease properties across the Seacoast, sourced from private equity firms, pension funds, foreign investors, REITS and high net worth individuals. Leverage ratios are on the rise among some investors, but remain low in absolute terms. Local multi-family and mixed use construction remains at a very healthy pace with local inventory in this category rising rapidly. The outlook remains optimistic across the region so far in this sector. Forecasts call for more uncertainty in fundamentals moving forward. Fiscal policy and uncertainty around the business and employment effects of the Healthcare Bill and Medicaid status are producing uncertainty at both the state and federal levels and this is mentioned by some as a down side risk to employment growth that leasing and construction activity depend on. Some major capital spending projects are underway and some about to be announced. The Fosters building at 333 Central Ave. project is currently going forward with additional new construction observed. The Robbins building downtown sold to Cathartes who is now well along in the process of building all of the above ground stories for a full block mixed use development. Occupancy is scheduled for December 1st 2019.

See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets recently contributing strong performance on the Seacoast, have once again begun to improve somewhat. Home buyer confidence still appears to be there. Completed sales of single family homes increased year-over-year in Q1 and Q2 but Q3 and Q4 unit sales in 2017 declined slightly and 2018 unit sales declined slightly due to lack of inventory but dollar sales were up due to the increase in prices. Rising prices are convincing sellers to put homes on the market but interest rates have now declined once again removing some of the “buy now” pressure in the market. Median selling prices continue to rise locally and are up 9.7% year-over-year 2017-2018. Condo sales though somewhat mixed regionally, are up slightly locally as well, as are condo pricing and pending sales. Closed unit sales of both single family homes and condominiums declined very slightly over the past month. Median sale prices in NH and in Dover increased again in the period for single family homes to the \$387,000 range. Pending sales suggest the markets for single family houses and condos will continue, though somewhat abated, throughout 2019 with a probable more significant pause in growth late in 2020 or early 2021.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting mixed results with 25% reporting significant market weakness. One point-of-purchase systems supplier is experiencing sales increases significant enough to require some out sourcing of production but may move to consolidate operations at their Massachusetts HQ. Local manufacturing has grown 400 jobs this year. Exporters to both Europe and China are concerned with the UK exit from the EU and most world economies are not doing as well and that softens support for the US economy. The Chinese economy has slowed with China’s GDP still growing, but at a much reduced rate and their investment in infrastructure and equipment, often purchased here, is down significantly. Some concern exists that the new administration’s “America First” policies and import tariffs will negatively affect exports significantly and that has begun. While the tax reform law is expected to make exporting US companies more competitive internationally, it is not compensating fully for the negative tariff sanctions on exports to China. The negative tariff situation VS, China is estimated at only 5.5 % in adverse costs so far, but depending on the outcome of pending trade talks with China, 25% tariffs on over \$400 million in Chinese goods sales in the US are about to go into effect with another 10% tariff on Chinese consumer goods just announced. Currently, local manufacturers are experiencing slowing export sales. It is hoped that the recently rejoined trade talks with China will produce a deal acceptable to both countries. The North Korean situation ups and downs make it difficult to assess the effects they will cause in world-wide markets and economies should they become a world player in foreign markets. Other uncertainties surrounding the federal administration change are evident in local manufacturers, including a relaxation of the regulatory constraints on businesses that will reduce costs. It is expected that the relaxation of coal power plant emissions by the EPA will add capacity and reduce some costs at peak use periods for local electrical energy. Local manufacturers are still slightly uncertain about the tax reform package but are encouraged by the most recent amended tax reform law passed. Pickup truck, SUV and auto sales have declined again in October. Locally we are seeing some confidence in future auto sales expressed in two large dealership expansion and upgrade

investments on Dover Point Road. Dealership auto inventories on site are growing. Manufacturing firms reporting on inventory levels are citing higher levels. Most contacts in the manufacturing sector indicate that both staffing levels and wage growth are now headed up at a very modest pace. Capital investment is up locally except for some new builds being deferred due to building costs exceeding the value of the completed building at present. Foreign investment in the US is growing rapidly due to the uncertainties rampant in the Chinese, Brazilian, Venezuelan and European economies and the pro-business messages from the new administration. Locally, Safran and Albany International businesses are now seeing an uptick and are hiring again when qualified workers can be found. Some major capital spending projects are underway and some about to be announced. A number of other commercial projects are currently underway or about to be underway during the balance of the building season. Outlook for the balance of the year remains positive. Very few existing manufacturing buildings in the 20,000-30,000 SF range have become available locally. The Silver Square development is now stalled with Phase II progress on this \$50 million dollar development.

Price pressures remain moderate. Regional manufacturers are now governed by caution and uncertainty.

Labor demand has been strong in IT and software. Nursing, electronics, engineering, quality assurance tech and legal skills demand remain strong. Most firms in the field have begun to hire with wages beginning to move upward. Qualified workers in many tech skills areas are not available locally and a lack of a comprehensive worker training program locally is beginning to be detrimental to acquiring relocation candidate companies, especially when the local cost of higher property taxes, new buildings, electricity and water is folded into the mix. New initiatives with the Greater Dover Chamber of Commerce Education Committee, Dover high school CTC, Great Bay Community College, Somersworth High School CTC and UNH for BIZEDConnect are underway with the new DBIDA Board member assignments. Recent reductions in the NH BPT and EPT are being maintained by the Governor's veto. The FY2019 property tax increase with an over the tax cap budget from the School District is causing concern at several local businesses when combined with high electric energy costs and water processing costs. Some expect demand for commercial real estate to slow in early 2020.

Retail & Tourism:

Retailers contacted for this period report year-over-year store sales off by high single digit percentages. The uncertainty about the effect of the tax reform law on household income and the issues of the effect on healthcare coverage and cost have faded to some degree. The recent gasoline price volatility (now in a lower price cycle), has had a discernible effect on hotel and restaurant sales so far. A significant increase in military spending is having a very positive effect on the number of shipyard and Air Force workers electing to get better value for their Fed per diem allowance by staying in Dover hotels and having dinner in Dover instead of Portsmouth. On-line shopping has exacerbated erratic monthly sales results for brick and mortar retail stores. Many regional malls are being repurposed to other uses, including residential development. Many retailers are making infrastructure investments to participate more fully in on-line sales with on-site drive through pick up points. The decline in the large shopping malls may begin to help our small retailers in Dover with people looking for unique products and personal customer service. Bus tours to Dover are fully booked for 2019. Pricing that has remained steady up to now, is beginning to be affected by wage rate increases for experienced retail clerks and wait staff and is beginning to force prices to rise or margins to decline at local restaurants.

Employment and Wages:

Local labor market pressure sustained in September, coming out of a flat first quarter. Dover's current unemployment rate is 2.3 %. Salary increases for highly skilled employees are increasingly frequent as retention and attraction efforts multiply to sustain production.

Lack of STEM skills and drug test failures by prospective employees are real limits to the potential hiring pool.

Wages for wait staff and experienced retail workers have begun to move upward. 2018 wage gains averaged 3.5% and something in the 4. 0% range is expected in 2019.

Restaurants are expressing concern about labor shortages.

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

Local Major Development Projects:

- First Street Development Phase 2 is underway
- Third Street Development is nearing completion.
- Silver Square Development: Phase 1 completion, Phase 2 underway.
- 49,000 SF at 27 Production Drive has been sold.
- Cathartes Project (upper stories being built).
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from "sticker shock" for new builds. Two projects expected to begin in 2019.
- Fosters Building sold for \$1.5 million / Kostas Brothers (renovation in process).
- The Old courthouse Building on First and 2nd may now be renovated for a mixed use facility. Currently again on the market.
- 6 Grove St. Project is underway but paused.
- The Fosters building on Venture drive is up for sale.
- Bradley Commons Phase 2.

Parking Division

Meter Activity

	September 2019	September 2018	September 2017
Meter Transactions	48,644	36,538	
Income from Meters - Total	\$89,656	\$46,956	
Income from Meters – Parking Garage	\$10,547	\$4,189	-
Meter Days	24	19	
Average Meter Transactions Per Day	2,027	1,870	

	Fiscal YTD 2020	Fiscal Year 2019	Fiscal Year 2018
Meter Transactions	135,202	466,721	449,144
Income from Meters - Total	\$220,813	\$648,806	\$593,031
Meter Days	68	249	250
Average Meter Transactions Per Day	1,988	1,874	1,797

Electric Vehicle Charging Stations

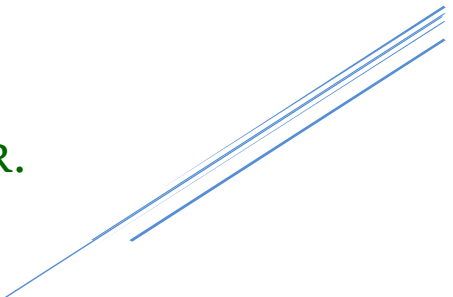
Month	Number of Times Charging Stations Used	Amount Added to Parking Activity Fund
April 2019	17	\$47.00
May 2019	24	\$73.00
June 2019	20	\$55.00
July 2019	31	\$88.00
August 2019	18	\$44.00
September 2019	38	\$188.00

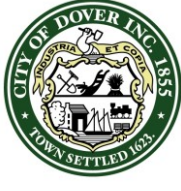
COAST

Ridership Activity

Month	Route 1	Route 2	Route 33 (FasTrans)
August 2018	5,272	16,055	1,063
September 2018	4,503	13,291	1,086
October 2018	5,618	16,595	1,245
November 2018	5,193	15,055	1,107
December 2018	5,049	14,655	899
January 2019	5,221	14,432	1,067
February 2019	4,796	13,479	1,103
March 2019	5,336	15,429	1,161
April 2019	5,704	16,278	1,243
May 2019	6,349	17,047	1,350
June 2019	5,461	15,617	1,143
July 2019	6,021	16,014	1,175
August 2019	6,891	17,042	1,231
September 2019	6,144	15,852	960

J. MICHAEL JOYAL, JR.
CITY MANAGER



 CITY OF DOVER	CITY COUNCIL - MINUTES <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Chambers</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, October 23, 2019</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Chambers	Meeting Date:	Wednesday, October 23, 2019	Meeting Time:	7:00pm
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1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Ciotti led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

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

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

5. PROCLAMATIONS/AWARDS

A. NATIONAL AMERICAN INDIAN HERITAGE

Mayor Weston presented the Proclamation to the representatives present.

6. APPROVAL OF AGENDA

Deputy Mayor Carrier move to substitute the background information for Item 13.B.1.; substitute as a whole Item 13.B.2.; add as Item 13.A.6. – On Call Environmental Consulting Service with Ransom Consulting Inc for Broadway Railroad Culvert Soil Characterization and Management; and add as Item 13.A.7. – Approval of St. Thomas Aquinas High School Lease.

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

Vote: 9/0.

7. PUBLIC HEARINGS

8. CITIZEN'S FORUM

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

Arthur Burke, 2 Union Street: He spoke about speeding traffic on Court Street since the street has been paved. He also spoke about the removal of a mailbox.

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

 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, October 23, 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, October 23, 2019	Meeting Time:	7:00pm
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9. CITY MANAGER'S REPORT

Assistant City Manager Parker said City Manager Joyal submitted his report in writing. He added that the new property assessed values have been updated on the City's website. He spoke about the survey regarding the Recreation Master Plan Chapter update. He gave an overview of the road construction work being done in the City.

City Clerk Mistretta gave an overview of the Supervisors' of the Checklist meetings. October 25, 2019 was the last day to change party affiliation before the Presidential Primary. October 28, 2019 was the last day to register to vote in the City Clerk's office before the November 5, 2019 Municipal Election.

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

Vote: 9/0.

10. APPROVAL OF MINUTES

- A. October 9, 2019 – Regular Meeting
- B. October 16, 2019 – Workshop Session

Deputy Mayor Carrier moved to approve the Minutes; seconded by Councilor Muffett-Lipinski.

Vote: 9/0.

11. MAYOR'S REPORT

Mayor Weston said she had a quiet two weeks. She did attend the 2nd anniversary for Amour 24.

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
- B. ORDINANCES IN THE 3RD READING
- C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – HENRY LAW AVENUE NEIGHBORHOOD
- 2. ROAD TOLL – AMERICAN CANCER SOCIETY



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2019**
Meeting Time: **7:00pm**

- 3. B20019 WINTER SAND**
SPONSORED BY MAYOR WESTON BY REQUEST
- 4. APPROVAL OF DEPARTMENT OF HEALTH AND HUMAN SERVICES LEASE AGREEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 5. APPROVAL OF THE BUBBY'S DELICATESSEN, LLC SUB-LEASE FOR THE DOVER TRANSPORTATION CENTER**
SPONSORED BY COUNCILOR CIOTTI
- 6. ON CALL ENVIRONMENTAL CONSULTING SERVICE WITH RANSOM CONSULTING INC FOR BROADWAY RAILROAD CULVERT SOIL CHARACTERIZATION AND MANAGEMENT**
SPONSORED BY MAYOR WESTON BY REQUEST
- 7. APPROVAL OF ST. THOMAS AQUINAS HIGH SCHOOL LEASE**
SPONSORED BY MAYOR WESTON BY REQUEST

COMMITTEE REPORTS

- | | |
|---|---|
| 1. School Board | 16. Pool Advisory Committee |
| 2. Planning Board | 17. Recreation Advisory Board |
| 3. 400th Anniversary Committee | 18. Solid Waste Advisory Commission |
| 4. Appointments Committee | 19. Transportation Advisory Commission |
| 5. Arena Commission | 20. Waterfront TIF Advisory Board |
| 6. Arts Commission | 21. Joint Building Committee – Dover High School and Regional Career Technical Center |
| 7. Conservation Commission | 22. Joint Building Committee Garrison Elementary School |
| 8. Downtown TIF Advisory Board | 23. COAST |
| 9. Energy Commission | 24. Coheco Waterfront Development Advisory Committee |
| 10. Heritage Commission | 25. Dover Main Street |
| 11. Legislative Liaison | 26. Strafford Regional Planning Commission |
| 12. Library Board of Trustees | 27. Tri-City Homelessness Task Force |
| 13. McConnell Center Advisory Committee | |
| 14. Ordinance Committee | |
| 15. Parking Commission | |

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 Thibodeaux pulled Item 13.A.7.

Councilor Keane pulled Item 13.A.5.

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.5.; seconded by Councilor Ciotti.

Assistant City Manager Parker gave an overview of the Resolution to the Council.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: City Hall, Council Chambers Meeting Date: Wednesday, October 23, 2019 Meeting Time: 7:00pm
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Councilor Shanahan moved to suspend the rules to allow Mr. Steve Piper of the TrainRiders/ Northeast and NH Railroad Revitalization Association to speak to the Council; seconded by Councilor Thibodeaux.
Roll Call Vote: 9/0.

Mayor Weston asked for a roll call vote for Item 13.A.5.
Roll Call Vote: 9/0.

Deputy Mayor Carrier moved for the adoption of Item 13.A.7.; seconded by Councilor Thibodeaux.
City Clerk Mistretta 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 Williams.
Vote: 9/0.

Councilor Ciotti opened a discussion regarding the Planning Board Report.
Assistant City Manager Parker gave an overview of the Planning Board Report to the Council.
Deputy Mayor Carrier moved to accept the Planning Board Report; seconded by Councilor Keane.
Vote: 9/0.

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

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

B. RESOLUTIONS

- 1. ADOPTION OF FISCAL YEAR 2021 – 2026 CAPITAL IMPROVEMENTS PROGRAM (CIP)**
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2019, WITH CITY COUNCIL VOTE OCCURRING ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST

Deputy Mayor Carrier moved to refer to a Public Hearing on November 13, 2019; seconded by Councilor Williams.
Vote: 9/0



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2019**
Meeting Time: **7:00pm**

- 2. APPROPRIATION FOR FY2021 CAPITAL IMPROVEMENTS PROGRAM (CIP) – NON-DEBT FINANCED PROJECTS
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
((TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2019, WITH CITY COUNCIL VOTE OCCURRING ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 13, 2019; seconded by Councilor Muffett-Lipinski.
Vote: 9/0

- 3. APPROPRIATION FOR FY2021 CAPITAL IMPROVEMENTS PROGRAM (CIP) AND AUTHORIZATION FOR BONDING
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2019, WITH CITY COUNCIL VOTE OCCURRING ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 13, 2019; seconded by Councilor Ciotti.
Vote: 9/0

- 4. REPROGRAM UNEXPENDED BOND PROCEEDS FROM SIDEWALK – UPPER WHITTIER STREET PROJECT TO CHAPEL RESTORATION/FACILITIES & GROUND OFFICE PROJECT
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2019, WITH CITY COUNCIL VOTE OCCURRING ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 13, 2019; seconded by Councilor Muffett-Lipinski.
Vote: 9/0

- 5. TO RESCIND CIP PROJECTS AUTHORIZED TO BE BONDED UNISSUED SMALL BALANCES.
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2019, WITH CITY COUNCIL VOTE OCCURRING ON DECEMBER 11, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 13, 2019; seconded by Councilor Thibodeaux.
Vote: 9/0



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, October 23, 2019**
Meeting Time: **7:00pm**

**6. APPROPRIATION OF RECREATION FACILITIES CAPITAL RESERVE FUNDS
FOR SKATE PARK AND PARK STREET PARK
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 13, 2019;
seconded by Councilor Williams.
Vote: 9/0

C. ORDINANCES IN 1ST READING

**1. CHAPTER 166 – VEHICLES & TRAFFIC, SECTION 56 – SCHEDULE I
(TO BE REFERRED TO A PUBLIC HEARING ON NOVEMBER 13, 2019)
SPONSORED BY MAYOR WESTON BY REQUEST**

Deputy Mayor Carrier moved to refer to a Public Hearing on November 13, 2019;
seconded by Councilor Thibodeaux.
Vote: 9/0

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

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

16. ADJOURN

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



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CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2019.10.23 – 013
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 56. Schedule I - No Parking at Any Time

The City of Dover Ordains:

1. PURPOSE

The purpose of this Ordinance is to revise Section 56. No Parking at Any Time, Schedule I.

2. AMENDMENT

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

166- 56. SCHEDULE I: No Parking at Any Time.

In accordance with the provisions of 166-20, it shall be unlawful for the owner of any vehicle or any persons having custody or control of any vehicle to park or permit to be parked in the following locations within the City of Dover, and any vehicle found to be in violation of the aforementioned provisions may be towed by the direction of the Police Department and the expense of such towing born by the owner of the vehicle.

<u>STREET</u>	<u>LOCATION</u>
Abbey Lane	Southerly side, from the intersection with Rutland Street easterly to the end of said Abbey Lane
Abbott Street [Added on 04-18-01 by Ord. No. 04-2001]	Southerly side, from the intersection with Central Avenue westerly to the intersection with Mount Vernon Street
Academy Street [Added on 05-15-02 by Ord. No. 18-2002]	Both sides, northerly for a distance of 100 feet starting at the intersection of Church Street
Alumni Drive	Both sides, from the intersection with Bellamy Road easterly to the intersection of Durham Road
Angle Street [Added on 01-29-92 by Ord. No. 02-92; Amended on 05-15-2002 by Ord. No. 18-02]	Northerly side from Academy Street to Central Avenue
Arch Street [Added on 01-17-01 by Ord. No. 17-00; Amended on 07-17-02 by Ord. No. 25-02]	Both sides, from the intersection with Silver Street northerly to the intersection of West Concord Street



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Ash Street [Added on 10-19-94 by Ord. No. 21-94]	Southerly side from intersection with Central Avenue westerly to the parking lot entrance in the rear of #678 Central Avenue
Atkinson Street [Added on 12-16-92 by Ord. No. 32-92]	Easterly side, from the intersection with Washington Street southerly to the intersection with Silver Street
Ayers Lane [Added on 09-15-04 by Ord. No. 17-2004]	Both sides, entire length
Baker Street [Added on 05-25-11 by Ord. No. 2011.05.11-06]	Southerly side from the intersection of East Concord Street easterly for a distance of 300 feet
Belknap Street	Easterly side, from the intersection with Washington Street to the intersection with St. Thomas Street
Belknap Street	<u>Westerly side, from the intersection with Silver Street northerly to the intersection with Washington Street, between December 1 and April 1</u>
Bellamy Road [Added on 05-01-91 by Ord. No. 14-91; Amended on 10-19-94 by Ord. No. 22-94; Amended on 08-13-08 by Ord. No. 2008.07.23-7]	Easterly side, from the intersection with Cataract Avenue southerly to Alumni Drive
Bellamy Road [Added on 04-19-00 by Ord. No. 05-2000]	Easterly side from Alumni Drive southerly for a distance of 440 feet
Bellamy Road [Added on 04-19-00 by Ord. No. 05-2000]	Westerly side, from the Bellamy River Bridge southerly to 200 feet beyond Lisa Beth Drive
Boyle Street [Added on 03.14.12 by Ord. No 2012.02.22-5]	Northerly side, from Court street Easterly for a distance of 200 feet
Brick Road [Added on 12-09-2015 by Ord. No. 2015.10.28-027]	Northerly side, from the intersection of Central Avenue easterly for a distance of 100 feet



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Broadway [Added on 01-13-88 by Ord. No. 32-87; Amended on 07-17-02 by Ord. No. 21-02]	Easterly side, from the PSNH pole #114/25 (a point across from Florence Street) northerly to the intersection with Oak Street
Canney Lane [Added on 02-16-05 by Ord. No. 04-2005]	Northerly side, entire length
Central Avenue	Both sides, from the intersection with Back River Road easterly to the intersection with Stark Avenue
Central Avenue [Added on 01-04-90 by Ord. No. 32-89]	Easterly side, from the intersection with Ham Street northerly for a distance of 35 feet
Central Avenue [Added on 05-08-85 by Ord. No. 05-85]	Easterly side, from the intersection with Pierce Street northerly to the driveway of 547 Central Avenue (formerly Seacoast Savings Bank)
Central Avenue	Easterly side, from the PS pole #1/1305 to the island of PS pole #1/130A
Central Avenue [Added on 05-18-88 by Ord. No. 03-88]	Easterly side from the south property line of 633 Central Avenue to the driveway of 655 Central Avenue
Central Avenue	[Repealed on 09-16-92 by Ord. No. 24-92]
Central Avenue [Amended 02-26-86 by Ord. No. 01-86; amended 09-16-92 by Ord. N. 24-92]	Easterly side, from the intersection with South Pine Street Southerly to the PSNH pole number 1/147
Central Avenue [Added on 07-20-94 by Ord. No. 08-94]	Easterly side from the intersection with Indian Brook Drive southerly to the PSNH pole number 1/71
Central Avenue	Easterly side from Washington Street north for a distance of 320 feet.
Central Avenue [Added on 01-19-94 by Ord. No. 35-93]	Easterly side, from the southerly driveway of 189 Central Avenue northerly to the intersection with George Street



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Central Avenue [Added on 03-12-86 by Ord. No. 03-86; Amended on 01-19-94 by Ord. No. 35-93]	Westerly side, from Church Street to Silver Street, except during Sunday Religious Services at the First Parish Church
Central Avenue	Westerly side, from the intersection with Indian Brook Drive southerly to the intersection with Reservoir Street
Central Avenue [Added on 02-26-86 by Ord. No. 01-86]	Westerly side, from the driveway to 146 Central Avenue southerly to a point 30 feet south of intersection with Trakey Street
Chapel Street	Both sides from the intersection with Portland Avenue westerly to St. John Street
Chapel Street [Added on 07-19-89 by Ord. No. 16-89]	Northerly side, from the intersection with Main Street easterly to St. John Street
Charles Street [Added on 04.23.14 by Ord. No. 2014.04.09-005]	Northerly side, from Central Avenue easterly for a distance of 150 feet
Charles Street [Added on 04.23.14 by Ord. No. 2014.04.09-005]	Southerly side, from Central Avenue easterly for a distance of 240 feet
Chestnut Street [Added on 11-21-90 by Ord. No. 21-90]	Both sides, from the intersection with Washington Street northerly to the intersection with Third Street
Chestnut Street	Both sides, from the intersection with Washington Street southerly to the intersection with St. Thomas Street
Chestnut Street	Westerly side, from the intersection with Fourth Street northerly for 50 feet
Church Street [Added on 03-12-86 by Ord. No. 03-86; Amended on 03-16-94 by Ord. No. 04-94]	Northerly side, from the intersection with Central Avenue westerly to the intersection with Locust Street, except for school buses and parents picking up or discharging students or during church services at the First Parish Congregational Church. When both student pick-up/discharge and church services occur at the same time, school buses alone shall take precedence



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Church Street	[Repealed on 03-12-86 by Ord. No. 03-86]
Clifford Street [Added on 11-15-95 by Ord. No. 17-95]	Northerly side, from the intersection with Towle Avenue easterly for a distance of thirty (30) feet
Court Street [Added on 03-20-02 by Ord. No. 11-2002]	Northerly side, from Central Avenue to Boyle Street
Court Street [Added on 02-19-03 by Ord. No. 02-2003]	Northerly side, from the intersection with Union Street easterly for a distance of 110 feet
Court Street	Southerly side, from the intersection with Central Avenue to the intersection with Union Street
Court Street [Added on 04-24-2013 by Ord. No. 2013.04.10-7]	Southerly side, from South Pine Street westerly for a distance of 100 feet
Cushing Street	[Repealed on 05-15-02 by Ord. No. 18-2002] <u>Easterly side, the entire length, between December 1 and April 1</u>
Cushing Court	[Repealed on 05-15-02 by Ord. No. 18-2002]
Dover Street [Added on 03-20-02 by Ord. No. 10-2002; Amended 07-17-02 by Ord. No. 24-2002]	Northerly side, from the easterly corner of the property at 18-20 Dover Street, westerly for a distance of 135 feet, from 7:00 a.m. to 5:00 p.m. Monday through Friday
Durham Road	[Repealed on 03-25-09 by Ord. No. 2009.03.11-7]
Durham Road	[Repealed on 03-25-09 by Ord. No. 2009.03.11-7]
Durham Road [Added 03-25-09 by Ord. No. 2009.03.11-7]	Both sides, from the intersection of Back River Road to the intersection of Mast Road



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Durrell Street [Added on 07-18-90 by Ord. No. 12-90; Amended 05-115-02 by Ord. No. 18-2002]	The entire length of the northerly and westerly sides, from St. John's Street to Winter Street
East Watson Street [Added on 10-15-97 by Ord. No. 22-97]	Both sides, from the intersection with Central Avenue easterly to the intersection with South Watson Lane
Essex Street	<u>Southwesterly side, from the intersection with Portland Avenue northwesterly to the dead end, between December 1 and April 1</u>
Ezra's Way [Added on 03-14-2007 by Ord. No. 2007.02.14-03]	Easterly side, Entire length
Fern Court [Added on 06-15-94 by Ord. No. 07-94]	Westerly side from the intersection with Folsom Street, northerly, and then westerly to the dead end
Fifth Street [Added on 07-25-01 by Ord. No. 17-01]	Northerly side, from the intersection with Central Avenue westerly to Chestnut Street,
Fifth Street	<u>Northerly side, from the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1</u>
First Street [Added on 10-10-84 by Ord. No. 20-84; amended on 09-03-2014 by Ord. No. 2014-08-13-014]	Northerly side, from the westerly driveway of 1 First Street easterly to the intersection with Central Avenue
Forest Street	<u>Northwesterly side, the entire length, between December 1 and April 1</u>
Fourth Street	Southerly side, from the intersection with Chestnut Street westerly for a distance of 100 feet
Fourth Street [Added on 07-18-90 by Ord. No. 11-90]	Southerly side, from the intersection with Chestnut Street easterly to Public Service Pole #53/1A



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Fourth Street [Added on 03-24-10 by Ord. No. 2010.03.10-05]	Southerly side, from the Cochecho River bridge easterly to the intersection of Frances Drive, a distance of 250 feet
Fourth Street	<u>Northerly side from the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1</u>
Folsom Street	<u>Southerly side, the entire length, between December 1 and April 1</u>
Garrison Road [Added on 05-15-91 by Ord. No. 21-91]	Southerly side, from the intersection with Shadow Drive easterly to the intersection with Meridian Drive
George Street [Added on 03-14-84 by Ord. No. 08-84; Amended on 03-16-94 by Ord. No. 03-94; Amended on 05-15-02 by Ord. No. 18-2002]	Southeasterly side from the northeast corner of the property line of 233 Central Avenue northeasterly to the intersection with Sonnett Street
George Street [Added on 10-26-2016 by Ord. No. 2016.10.12-013]	Northwesterly side from the intersection with Sonnett Street to the intersection with Henry Law Avenue, except where individual parking spaces are marked by the City
Green Street	[Repealed on 05-30-90 by Ord. No. 07-90]
Greenfield Drive [Added on 02-17-99 by Ord. No. 02-99]	Northerly side from the intersection with Garrison Road easterly to the northwest corner of Greenfield Drive traffic circle
Ham Street	Northerly side, from Central Avenue to Park Street
Hampshire Circle [Added on 10-26-83 by Ord. No. 29-83; Amended on 10-19-94 by Ord. No. 20-94]	Northerly side from the southerly intersection with Whittier Street continuing around on that side of Hampshire Circle to the northerly intersection with Whittier Street
Hancock Street	<u>Southwesterly side, the entire length, between December 1 and April 1</u>



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Hanson Street	Both sides, entire length
Henry Law Avenue	Westerly side, from the intersection with Williams Street southerly to the intersection with George Street
Henry Law Avenue (Added on 02-11-09 by Ord. No. 2009.01.28-02)	Westerly side, from the intersection of George Street southerly to a point directly across from Towne Drive
Henry Law Avenue (Added on 02-11-09 by Ord. No. 2009.01.28-02)	Westerly Side, from the intersection of Browning Drive northerly for a distance of 75 feet
Henry Law Avenue (Added on 02-11-09 by Ord. No. 2009.01.28-02)	Easterly side, from the Maglaras Park entrance road to Browning Drive
Horne Street [Added on 05-15-91 by Ord. No. 21-91]	Westerly side, from the intersection with Glencrest Avenue southerly to the driveway of 68 Horne Street
Ivan's Lane [Added on 02-18-06 by Ord. 01-2006]	North side, entire length
Industrial Park Drive [Added on 05-23-2018 by Ord No. 2018.05.09-004]	Easterly, then southerly side (inside of curve) from the westernmost driveway from 89 Industrial Park Drive (Eversource pole #305/12B), northerly, then easterly to the driveway of 115 Industrial Park Drive (Eversource pole
Kirkland Street [Added on 05-20-92 by Ord. No. 14-92; Amended on 01-15-97 by Ord. No. 20-96; Amended on 01-15-97 by Ord. No. 20-96; Amended on 05-15-02 by Ord. No. 18-2002 Amended on 09-17-03 by Ord. No. 14-2003]	Southerly side,
Lexington Street	Easterly side, the entire length, between December 1 and April 1
Lincoln Street	Northerly side, the entire length, between December 1 and April 1



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Lisa Beth Drive [Added on 02-16-00 by Ord. No. 02-2000; Amended on 04-19-00 by Ord. No. 05-2000]	[Repealed on 08-13-08 by Ord. No. 2008.07.23-7]
Locust Street [Added on 05-14-86 by Ord. No. 07-86]	Easterly side, from the intersection with Silver Street southerly to the intersection with Central
Locust Street [Added on 07-12-06 by Ord. No. 2006.06.28-09]	Easterly side, from the intersection with St. Thomas Street southerly to the intersection with Silver Street
Locust Street	[Repealed on 03-20-02 by Ord. No. 05-2002]
Long Hill Road	Both sides, from the intersection with New Rochester Road (Route 108) westerly to the intersection with Old Rochester Road (Route 16B)
Main Street	Easterly side, from the intersection with Washington Street northerly to the intersection with Chapel Street
Mechanic Street	[Repealed on 07-19-89 by Ord. No. 13-89]
Mechanic Street [Added on 07-19-89 by Ord. No. 13-89]	Both sides, from intersection of School Street northerly to the intersection of Chapel Street
Middle Street	[Repealed 05-15-02 by Ord. No. 18-2002]
Mill Street [Added on 10-11-89 by Ord. No. 22-89; Amended 02-16-2005 by Ord. No. 02-2005]	Both sides, from a point 370 feet from Central Avenue easterly for a distance of 700 feet
Mineral Park Drive [Added on 12-26-83 by Ord. No. 29-83]	Northerly side, from the intersection with Washington Street to the intersection with Pleasant View Circle
Morin Street [Added on 06-19-93 by Ord. No. 12-93]	Both sides, from the intersection with Central Avenue, westerly to PSNH pole #1/18B
Nelson Street	Southerly side, from the intersection with Atkinson Street westerly to the intersection with Belknap Street



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Nelson Street	Southerly side, from the intersection with Locust Street westerly to the intersection with Atkinson Street, between December 1 and April 1
New York Street	Both sides, from the intersection with Broadway to the intersection with East Street
New York Street [Added on 11-02-88 by Ord. No. 19-88]	Southerly side, from the intersection with Central Avenue easterly to the Public Service Pole 111/12
North Pine Street	[Repealed on 05-15-02 by Ord. No. 18-2002]
Old English Village Road	Southerly side, from the intersection with Central Avenue easterly to the Rollinsford Town Line
Old Garrison Road [Added on 03-15-95 by Ord. No. 01-95]	Both sides, along the entire 510 foot frontage of Tax Map J, Lot 10-6, owned by State of NH Fish and Game Dept.
Old Rollinsford Road [Added on 05-15-02 by Ord. No. 18-2002]	Both sides, from the intersection with Central Avenue to the Wentworth Douglass Hospital
Orchard Street	Both sides, from the intersection with Central Avenue westerly to the intersection with Chestnut Street
Orchard Street Lot service road [Added on 11-17-04 by Ord. No. 19-2004]	Both sides, entire length from its intersection with Orchard Street northerly, then westerly to its exit to Orchard Street lot
Overlook Drive [Added on 02-16-05 by Ord. No. 04-2005]	Westerly side, entire length
Park Street Park Parking Lot [Added on 04-12-2017 by Ord. No. 2017.03.22-004]	No parking during the hours of 8:30 p.m. to 7:00 a.m. during the period of April 1 st through September 30 th and during the hours of 7:00 p.m. to 7:00 a.m. during the period of October 1 st through March 31 st
Paul Street [Added on 09-20-95 by Ord. No. 12-95]	Easterly side, from the intersection with Henry Law Avenue, to the intersection with Wallingford Street
Pierce Street	Both sides, entire length



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Plaza Drive [Added on 12-15-93 by Ord. No. 33-93]	Easterly side, from the intersection with Glenwood Avenue northerly to the intersection with Northway Circle
Pleasant View Circle [Added on 10-26-83 by Ord. No. 29-83]	On the westerly side from the intersection with Washington Street northerly to the intersection with Whittier Street
Portland Avenue [Added on 12-15-93 by Ord. No. 30-93]	Easterly side, from the north boundary of 161 Portland Avenue southerly to the north boundary of 149 Portland Avenue
Portland Avenue	[Repealed on 07-18-89 by Ord. No. 17-89]
Portland Avenue [Added on 07-19-89 by Ord. No. 17-89]	Southerly side of the intersection with Chapel Street easterly and westerly for a distance of 100 feet
Portland Avenue [Added on 07-13-83 by Ord. No. 21-83; Amended on 12-09-2015 by Ord. No. 2015.10.28-028]	Westerly side, from the intersection of Oak Street southerly for a distance of 600 feet
Portland Avenue [Added on 09-15-93 by Ord. No. 22-93]	Northerly side, from PSNH pole 119/3A to the entrance of the Portland Avenue Parking Lot
Portland Avenue [Added on 06-19-93 by Ord. No. 14-93]	Northerly side from the intersection with Chapel Street to the entrance with Portland Avenue parking lot
Preble Street [Added on 07-13-83 by Ord. No. 21-83; Amended on 03-06-91 by Ord. No. 06-91; Amended on 01-19-94 by Ord. No. 01-94]	Southerly side, from the intersection with Central Avenue easterly then southerly along the westerly side to the intersection with Pierce Street
Quaker Lane [Added on 02-16-05 by Ord. No. 04-2005]	Westerly side, entire length
River Street [Added on 04-19-89 by Ord. No. 07-89]	Westerly side, from the intersection with Henry Law northerly to Washington Street
River Street [Added on 04-19-89 by Ord. No. 07-89]	Easterly side, from the intersection with Henry Law Avenue northerly for a distance of 130 feet



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Rogers Street [Added on 01-18-06 by Ord. No. 24-2005]	Westerly side, from the intersection with Cochecho Street northerly for a distance of 400 feet
Rogers Street	Southwesterly side, the entire length, between December 1 and April 1
Rollins Road	[Repealed on 05-15-02 by Ord. No. 18-2002]
Royer Lane [Added on 09-15-04 by Ord. No. 17-2004]	Both sides, entire length
Sandpiper Drive [Added on 09-17-03 by Ord. No. 17-2003]	Southerly side, from the intersection with Watson Road to the cul-de-sac
School Street [Added on 08-03-88 by Ord. No. 12-88]	Southerly side, from the westerly entrance to the School Street Parking Lot easterly to the intersection with Mechanic Street
Shaw's Lane [Added on 07-17-02 by Ord. No. 22-2002]	Easterly side, entire length from Garrison Road to Tideview Drive
Silver Street [Added on 01-19-94 by Ord. No. 34-93; Amended on 12-26-2016 by Ord. No. 2016.10.12-013]	North side, from the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Silver Street [Added on 01-19-94 by Ord. No. 34-93; Amended on 12-26-2016 by Ord. No. 2016.10.12-013]	South side, from the intersection with Central Avenue westerly to the intersection with Knox Marsh Road
Smith Well Road [Added on 01-11-12- by Ord. No. 2011.12.14-15]	Westerly side, from Glenwood Ave to Barry St
Sonnet Street	Both sides, from the intersection with George Street easterly to the intersection with Hanson Street
South Pine Street	[Repealed on 12-07-88 by Ord. No. 21-88]



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South Pine Street [Added 12-07-88 by Ord. No. 21-88]	North side, from the intersection with Central Avenue easterly and northerly to the intersection with Court Street
South Pine Street [Added on 12-07-88 by Ord. No. 21-88; Amended on 03-20-02 by Ord. No. 08-2002]	Southerly side, from the intersection with Central Avenue easterly and northerly to the intersection with Court Street excluding the area between public service pole 150/4 easterly to public service pole 150/7A
Spring Street [Amended on 10-14-09 by Ord. No. 2009.09.23-16]	Northerly side, from Central Avenue to Locust Street
St. John Street	Easterly side, from the intersection with Broadway southerly to the intersection with Chapel Street
St. Thomas Street [Added on 12-15-93 by Ord. No. 31-93]	[Repealed on 02-19-03 by Ord. No. 01-2003]
St. Thomas Street [Added on 05-20-92 by Ord. No. 14-92]	[Repealed on 02-19-03 by Ord. No. 01-2003]
Susannah's Crossing [Added on 03-14-2007 by Ord. No. 2007.02.14-03]	Southerly side, entire length of publicly accepted portion of the street
Summer Street	<u>Southerly side from the intersection with Central Avenue westerly to the intersection with Belknap Street, between December 1 and April 1</u>
Third Street	[Repealed on 04-19-89 by Ord. No. 06-89]
Third Street	Northerly side, from the intersection with Central Avenue westerly to the intersection with Chestnut Street
Third Street [Added on 10-08-86 by Ord. No. 16-86]	Northerly side, from the driveway of 33 Third Street westerly for 15 feet
Third Street	<u>Northerly side from the intersection with Chestnut Street westerly to the intersection with Grove Street, between December 1 and April 1</u>



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Section: 56. Schedule I - No Parking at Any Time

Towle Avenue [Added on 11-15-95 by Ord. No. 14-95]	Easterly side, from the intersection with Clifford Street northerly for a distance of thirty (30) feet
Towle Avenue [Added on 11-15-95 by Ord. No. 14-95]	Westerly side, from the intersection with Clifford Street northerly for a distance of thirty (30) feet
Twombly Street	Northerly and easterly sides, from the intersection with Preble Street easterly and southerly to the intersection with Pierce Street
Union Street	Westerly side, from the intersection with Court Street northerly to the intersection with Federal Street
Washington Street	Easterly side, between the intersection with Pleasant View Circle northerly to the intersection with Mineral Park Drive
Washington Street	Southerly side, from the intersection with Locust Street westerly for a distance of 56 feet
Washington Street [Added on 05-17-00 by Ord. No. 09-2000]	Southerly side, from the easterly most driveway of 150 Washington Street to Atkinson Street
Washington Street [Added on 3-11-09 by Ord. No. 2009.02.25-05]	Westerly side, from the intersection of Morrison Lane northerly for a distance of 150 feet
Whittier Street	Both sides, from the intersection with Mineral Park Drive northerly to the Whittier Street Bridge
Willand Avenue	[Repealed on 09-20-95 by Ord. No. 11-95]
Wildewood Lane [Added on 03-17-04 by Ord. No. 05-2004]	Northeasterly side, from Sixth Street to Cottonwood Drive
Wildewood Lane [Added on 03-17-04 by Ord. No. 05-2004]	Both sides, from the intersection of Cottonwood Drive to the beginning of the cul-de-sac



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2019.10.23 – 013**
Ordinance Title: **Vehicles and Traffic**
Chapter: **166**
Section: **56. Schedule I - No Parking at Any Time**

Williams Street [Added on 09-16-98 by Ord. No. 10-98]	Both sides, from the intersection with Central Avenue easterly to the intersection with Henry Law Avenue
Winter Street [Added on 10-09-85 by Ord. No. 11-85; Amended on 01-19-94 by Ord. No. 36-93; Amended on 05-15-02 by Ord. No. 18-2002]	Both sides from the intersection with St. John Street easterly to the intersection with Durrell Street
Winter Street (formerly Cedar Street) [Added on 05-15-02 by Ord. No. 18-2002]	Northerly side, from the intersection with Durrell Street easterly to the dead end
Young Street Added	Northerly side, from the intersection with Main Street and Portland Avenue easterly to the Cochecho River
Young Street [Added on 03-25-09 by Ord. No. 2009.03.11-6]	Southerly side, from the intersection of Main Street easterly to the Cochecho River, between December 1 and April 1

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2019.10.23 – 013
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 56. Schedule I - No Parking at Any Time

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

ORDINANCE BACKGROUND MATERIAL:

At the Parking Commission's October meeting, the Commission voted 3 to 2, in favor, to support the request of the Community Services Director to restrict parking on one side of the noted streets to facilitate winter maintenance as well as improve the ability of emergency vehicles to access those locations. This restriction would be calendar based, 24 hours a day between December 1 and April 1.

NOTE: The south side of Nelson Street is also part of this request but there is an ordinance still in place from when the street was two-way. The signs were taken down, but the ordinance never updated.

Last year, the City eliminated its long-standing practice of banning all overnight parking on City Streets for the winter season, which spanned from December 1 to April 1. Instead, a storm-based approach was instituted, where parking bans would only be issued in response to a weather event. In transitioning to a storm-based ban approach, there were some problems accessing some of the more congested, or narrow downtown streets. There were numerous instances where plowing equipment could not pass through streets to continue snow cleanup after a storm ended. This created a public safety issue in that emergency vehicles also had limited accessibility.

In an attempt to keep the storm-based parking ban approach as opposed to a complete seasonal ban on all streets, the Director of Community Services recommended limiting parking to only one side of certain City streets from December 1 to April 1. This restriction will be 24 hours a day during the noted months. The recommendation was brought forward in hopes of maintaining the storm-based ban approach that helps maximize parking availability, while also balancing the critical need to maintain full access to all streets and neighborhoods.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: O – 2019.10.23 – 013
Ordinance Title: Vehicles and Traffic
Chapter: 166
Section: 56. Schedule I - No Parking at Any Time

Also, please note that over 400 letters were sent to abutters of the proposed locations advising them of the parking commission consideration.

As a summary of the changes, please see below for all the streets that were added to Chapter 166, Section 56, Schedule I:

Between Dec. 1 and Apr. 1

- Third Street (Northerly side from Chestnut to Grove)
- Fourth Street (Northerly side from Chestnut to Grove)
- Fifth Street (Northerly side from Chestnut to Grove)
- Lincoln Street (Northerly side from Chestnut to Grove)
- Summer Street (Southerly side from Central to Belknap)
- Belknap Street (Westerly side from Washington to Silver)
- Cushing Street (Easterly side from Washington to Silver)
- Lexington Street (Easterly side from Washington to Silver)
- Rogers Street (Southwesterly side)
- Forest Street (Northwesterly side)
- Essex Street (Southwesterly side)
- Hancock Street (Southwesterly side)
- Folsom Street (Southerly side)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2019.10.23 – 174**

Resolution Re: Appropriation of Recreation Facilities Capital Reserve
Funds for Skate Park and Park Street Park

WHEREAS: The City began collecting impact fees in 2003 and since that time fees have been appropriated to fund Capital Improvement Projects; and

WHEREAS: The City Council desires to make public improvements to expand existing park infrastructures; and

WHEREAS: The City has available funds in the Recreation Facilities Capital Reserve to complete the desired capital improvement projects; and

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

The amount of \$151,846 is hereby appropriated from the Recreation Facilities Capital Reserve, as part of the FY2020 Capital Improvements Program, for the following projects:

		Proposed	Revised
Account Number	Account Description	Appropriation	Budget
4020.1.350.45220.4715.05318.20.000.000.700	Skate Park Improvements	121,846.00	121,846.00
4020.1.350.45220.3918.05318.20.000.000.R90	Skate Park - Transfer from Trust Fund	(121,846.00)	(121,846.00)
4020.1.350.45220.4715.053xx.20.000.000.700	Park Street Park Improvements	30,000.00	30,000.00
4020.1.350.45220.3918.053xx.20.000.000.R90	Park St Park - Transfer from Trust Fund	(30,000.00)	(30,000.00)

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2019.10.23 – 174**

Resolution Re: Appropriation of Recreation Facilities Capital Reserve
Funds for Skate Park and Park Street Park

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2019.10.23 – 174**

Resolution Re: Appropriation of Recreation Facilities Capital Reserve
Funds for Skate Park and Park Street Park

RESOLUTION BACKGROUND MATERIAL:

The City began collecting impact fees in 2003. Since that time fees have been allocated as part of the annual Capital Improvement's Program. Outside of that cycle, fees may be allocated for projects that are expanding existing infrastructure (not maintaining or repairing existing infrastructure). Currently, the account for the recreation impact fees has funds beyond those allocated through the Capital Improvement's Program. As such, staff identified two recreation sites that are in need of funds to add features or amenities.

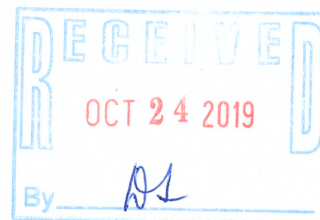
The Skate Park located on River Street needs to be relocated to make room for the proposed waterfront development. As part of the relocation project the infrastructure for the park will be expanded. These new features can be paid for using Impact Fees, collected from developers to enhance Dover's recreational amenities.

Park Street Park was rehabilitated almost a decade ago. As part of that rehabilitation there were elements that were not installed (including a paved walkway around the perimeter). Funds collected from a developer in the area will be used in conjunction with impact fees collected for providing these new features to the residents in this growing neighborhood.

The Recreation Facilities Capital Reserve has an available balance of \$541,846, after appropriating funding as proposed in the FY2021 – FY2026 Capital Improvements Program, the capital reserve will have an available balance of \$151,846. Appropriating \$30,000 for Park Street Park and \$121,846 for Skate Park will utilize the remaining balance in the Recreation Facilities Capital Reserve.



**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: Great Bay Figure Skating Club
Federal Tax ID number for Organization: 23-7430844

Check (✓) Nature of Organization:

Religious____, Educational____, Charitable____, Civic____, Sports X, Veterans____, Fraternal or Political____, Other____
(Describe) Holiday Ice Skating Show - club skaters perform

Contact Person: Karen Benedetti Day Time Telephone: 603-609-5885

Address: 119 Cottonwood Drive Dover Email k.benedetti@comcast.net

Purpose of Permit: 50/50 Raffle at Ice show

Date of Event: 12/14/19 Specific Time: 11:00 a.m.

Location of Event: Dover Ice Arena 110 Portland Ave, Dover NH

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

Prize (s) To Be Awarded: 50% of money collected

Cost of Ticket: \$1 Date of Drawing: 12/14/19

Place of Drawing: Dover Ice Arena 110 Portland Ave Dover NH

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: _____

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

SIGNATURE OF APPLICANT: Karen Benedetti DATE: 10/24/19

(duly authorized)

PRINTED NAME: Karen Benedetti Great Bay FSC secretary

Licensing Board Approval _____ Date: _____



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2019.11.13 – 177**
Resolution Re: Campbell Well Cleaning Design Services Wright-Pierce
Additional Scope

- WHEREAS: The City needs to perform critical well cleaning and maintenance at the Campbell Well; and
- WHEREAS: In November 2018 three vendors were asked to provide cost proposals for the Bouchard Well and the City selected Wright-Pierce at a cost of \$8,800.00. The city recently requested pricing for same services to Campbell Well and received a quote in the amount of \$9,200.00; and
- WHEREAS: The work includes the review of Campbell Well historical construction and cleaning efforts and develop a specific well cleaning specification that targets the underlying source withdrawal limitations. These specifications will be used by the city to solicit qualified vendors to submit pricing using a specific combination of conventional and proprietary cleaning chemicals, along with jetting and surging techniques. It is the recommendation to waive sealed bid process and authorize additional scope of work in the amount of \$9,200.00 making the total contract amount of \$18,000.00; and
- WHEREAS: City council may waive the bidding process per 3-36 B “The competitive bid procedure may be waived by a majority vote of the city council”.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order Revision to Wright-Pierce of Portsmouth NH for Campbell Well Cleaning Design Services in the amount of \$9,200.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
5300.1.300.43320.4432.00000.00	Water Maint Charges	97,035.00	55,138.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2019.11.13 – 177**
Resolution Re: Campbell Well Cleaning Design Services Wright-Pierce
Additional Scope

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2019.11.13 – 177**
Resolution Re: Campbell Well Cleaning Design Services Wright-Pierce
Additional Scope

RESOLUTION BACKGROUND MATERIAL:

Scope of work to include:

- Collection and review of existing data
- Develop well cleaning specifications
- Review bids and provide recommendation
- Coordinate contractor/periodic oversight of well cleaning
- Document well specific capacity before during and after
- Review pump and motor replacement/rebuild
- Observe pump reinstallation for conformance to specification's
- Provide technical memo at the completion of the project documenting findings

Bid Information:

Original Informal quote solicited to Underwood Engineers, Emery and Garrett and Wright-Pierce.

Award Information:

A purchase order was issued to the vendor selected to authorize expenditures as outlined in the quote. A purchase order revision is now required for additional scope of work.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	Three	Number of Responses:	2 with 1 no bid
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	As needed
Recommended Award to:	Wright-Pierce	Fund:	Water
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$10,000 threshold requiring Council approval to waive bid solicitation



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2019.11.13 – 178**

Resolution Re: Dover Pudding Hill Aquifer Change Order #3 Underwood Engineers, Inc

WHEREAS: Underwood Engineers (UE) was the awarded firm through Sealed Bid B14074 for professional engineering services water system facilities upgrade and has performed various services as outlined in the background section of this resolution; and

WHEREAS: UE has submitted a c/o 3 for the final design phase, surveying, subsurface investigation and bid assistance totaling \$603,000.00

WHEREAS: Schnitzer Industries (New England Metal Recycling) has committed to reimbursing the City for 100% of these costs; and

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

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

Upon receipt of the executed Memorandum of Understanding from Schnitzer Industries (New England Metal Recycling) the Purchasing Agent is hereby authorized to issue a Change Order #3 to Underwood Engineers for professional engineering services in the amount not to exceed \$603,000.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03592.18	Pudding Hill Aquifer Remediation	1,131,058.09	603,000.18

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2019.11.13 – 178**

Resolution Re: Dover Pudding Hill Aquifer Change Order #3 Underwood Engineers, Inc

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2019.11.13 – 178**

Resolution Re: Dover Pudding Hill Aquifer Change Order #3 Underwood Engineers, Inc

RESOLUTION BACKGROUND MATERIAL:

In 2012 the City entered an agreement with Schnitzer Industries (New England Metal Recycling) to co-fund a study that would potentially replace the Griffin well, a city production well that has had contaminants emanating from the former metal recycling facility.

In September 2016 the City received a scope of work and estimated costs in the amount of \$16,800 for preliminary design services for an artificial recharge basin in the Pudding Hill Aquifer from Underwood Engineers, which City Council subsequently approved via resolution [R-2016.09.28-127](#). In April 2017 the city received change order #1 for additional pilot testing work and temporary perfluorinated compound (PFAS) treatments in the amount of \$22,100 approved by City Council via resolution [R-2017.04.12-037](#). In September 2018 the City has received Change order #2 for additional professional engineering services to conduct actual pilot-testing of recommended treatment technologies to potentially remove contaminants within the Pudding Hill Aquifer to levels acceptable for drinking water purposes, and to develop additional recommendations relating to the production wells in the aquifer prior to advancing infrastructure improvements in the amount of \$234,500 approved by City Council via Resolution [R-2018.09.26-125](#)

History of scope and costs:

Agreement: preliminary design Including evaluation, preliminary design & conceptual drawings, meetings, opinion of cost.	\$16,800
C/O 1 Preliminary Design and Temp PFSA Treatment	\$22,100
C/O 2 Study Phase prior to advancing infrastructure improvements	\$234,500
C/O 3 Final Design/Bidding Phase	\$603,000
Total Cost to date Underwood Engineers	\$876,400

Purchasing Information:

Type:	Purchase Order	Advertised:	No
Invitations Mailed:	NA	Number of Responses:	NA
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until Complete	Estimated Delivery:	As needed
Recommended Award to:	Underwood Engineers	Fund:	CIP
Previously Worked for City:	Yes	Reason for Council Approval:	Waive Bidding



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R – 2019.11.13 – 179**
Resolution Re: **Approval of Sixth Amendment to Memorandum of Understanding Development of Replacement Well at the Dover Pudding Hill Aquifer Artificial Recharge Pilot Testing Dated April 14, 2017**

- WHEREAS: The City of Dover and New England Metal Recycling, LLC (NEMR) entered into a Memorandum of Understanding (MOU) dated April 14, 2017 regarding the Pudding Hill Aquifer Artificial Recharge Pilot Testing; and
- WHEREAS: The MOU has been amended five previous times to add/extend the scope of work; and
- WHEREAS: The purpose of this Sixth Amendment to the MOU is to complete the design of a water treatment system to treat water in the Pudding Hill aquifer; and
- WHEREAS: Pursuant to this Sixth Amendment, Underwood Engineers will perform work as outlined in the Scope of Services, Final Design Phase dated November 1, 2019 attached as Exhibit A; and
- WHEREAS: NEMR shall reimburse the City of Dover 100% of the fees and expenses charged by Underwood Engineers for the Scope of Services, Water Facilities Final Design Phase..

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

The City Manager is authorized to negotiate, finalize and sign a Sixth Amendment to Memorandum of Understanding Development of Replacement Well at the Dover Pudding Hill Aquifer Artificial Recharge Pilot Testing dated April 14, 2017 with New England Metal Recycling, LLC.

AUTHORIZATION

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

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.4.	
Resolution Number: R – 2019.11.13 – 179 Resolution Re: Approval of Sixth Amendment to Memorandum of Understanding Development of Replacement Well at the Dover Pudding Hill Aquifer Artificial Recharge Pilot Testing Dated April 14, 2017		

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

See attached “Exhibit A, Scope of Services” (tables and data attachments omitted).

The City has remained committed to keeping the Pudding Hill Aquifer viable as a public drinking water supply source. The aquifer has a volumetric capacity sufficient to meet over 40% of the City’s current daily demands.

In order to reliably and effectively insure the long-term utility of the drinking water supply in the Pudding Hill Aquifer, pilot-testing work had previously been conducted to provide the basis for future design and construction of a facility to ensure that available treatment technology would be successful in removing contaminants. Several treatment technologies were evaluated by Underwood Engineers and also peer-reviewed by faculty at the University of New Hampshire to validate their effectiveness to remove the contaminants of concern.

Following up on the treatment pilot test work, additional water quality monitoring is ongoing, and now design work is proposed for a new treatment facility. The design work will incorporate upgrades to the existing wells within the aquifer to ensure they can deliver water to the new treatment facility. Design work will also take into consideration the use of the artificial recharge to augment the aquifer’s capacity and improve overall raw water quality. The City will ensure the responsible party continues to support the funding of this work in addition to working with NHDES to develop a plan to clean up the source of the contamination emanating from their property.

SIXTH AMENDMENT TO MEMORANDUM OF UNDERSTANDING
DEVELOPMENT OF REPLACEMENT WELL AT THE DOVER PUDDING HILL AQUIFER
ARTIFICIAL RECHARGE PILOT TESTING DATED APRIL 14, 2017

On this ____ day of _____, 2019 the CITY OF DOVER, a municipal corporation, 288 Central Avenue, Dover, New Hampshire 03820 (“City”), and NEW ENGLAND METAL RECYCLING, LLC, a Limited Liability Company in the Commonwealth of Massachusetts and registered to do business in the State of New Hampshire, 69 Rover Street, Everett, Massachusetts 02149, (hereinafter “NEMR”), for consideration agree to amend their Memorandum of Understanding dated April 14, 2017 (“MOU”) as follows:

1. **Purpose:** The purpose of this Sixth Amendment to the MOU is to complete the design of a water treatment system to treat water in the Pudding Hill aquifer.
2. **Amendment to Memorandum of Understanding Documents:** This Sixth Amendment to the MOU shall include the scope of work prepared by Underwood Engineers November 1, 2019 Exhibit “A” Scope of Services, Final Design Phase, attached hereto.
3. **Responsibilities of NEMR:** NEMR shall reimburse the City for 100% of the fees and expenses charged by Underwood Engineers for the Scope of Services, Water Facilities Final Design Phase – up to an amount not to exceed \$603,000.00. Reimbursement payments shall be made by NEMR to the City within 30 days of receipt of Underwood Engineers invoices forwarded by the City to NEMR. Except for the reimbursement of the fees and expenses as set forth in this MOU, NEMR assumes no responsibility or liability with respect to the study, testing or engineering services covered by this MOU.

4. All other terms and conditions of the Memorandum of Understanding Development of Replacement Well at the Dover Pudding Hill Aquifer Artificial Recharge Pilot Testing dated April 14, 2017, as previously amended, are in full force and effect.

CITY OF DOVER

NEW ENGLAND METAL RECYCLING, LLC

J. Michael Joyal, Jr.
City Manager

Scott B. Sloan
Vice President - Environmental

EXHIBIT “A”

SCOPE OF SERVICES

FINAL DESIGN PHASE
Pudding Hill Area Water Treatment Facilities
Engineering Services
City of Dover, New Hampshire
November 1, 2019

Project Background

Three water supply wells for the City of Dover are located in the Pudding Hill aquifer: the Griffin Well, the Ireland Well, and DPH-1 Well. The Pudding Hill aquifer has a permitted production volume of 780 gpm (1.12 MGD), representing approximately 23% of the City’s current total water supply capacity of 4.8 MGD.

The Griffin well was taken offline in December 2015 due to contamination with per- and polyfluoralkyl (PFAS) above New Hampshire Ambient Groundwater Quality Standards (AGQS). Other contaminants detected in the aquifer include iron, manganese, 1,4 Dioxane and MtBE. The Ireland well was taken offline line in June 2018 after monitoring indicated rising levels of PFAS. The City has generally limited the operation of Well DPH-1 to intermittent periods to meet summer seasonal maximum demands.

The contamination is being monitored in the production wells and monitoring wells by the City’s hydrogeologist Emery & Garrett Groundwater Investigations (EGGI), a division of GZA GeoEnvironmental (GZA). Based on studies by EGGI, the source of contamination is understood to be the New England Metals Recycling (NEMR) facility in Madbury, NH. Formerly called Madbury Metals, the site is now owned by Schnitzer Steel Industries, Inc.

Per the request of the City to evaluate treatment of the contaminants, Underwood Engineers (UE) prepared a report titled *Pudding Hill Aquifer Master Plan Update 2018* (Draft July 2018). A pilot study of proposed treatment processes was completed in December 2018 for the Griffin and Ireland wells. UE is currently preparing a preliminary design (30%) for treatment improvements that is expected to be completed later this year in 2019.

NEMR’s consultant Sanborn, Head & Associates (SHA) submitted a Remedial Action Plan to NHDES to address the groundwater contamination. The RAP recommended monitored natural attenuation (MNA) and wellhead treatment for the City’s production wells. On behalf of the City, EGGI/GZA noted support for the proposed remedial approach based on coordinated use of the production wells and Artificial Recharge (letter dated September 10, 2019). The City desires the capability to treat water from each of the three production wells.

Basis of Design

The final design of treatment facilities for the Pudding Hill Aquifer will include the following treatment processes based on the Masterplan Update, pilot study report and preliminary design efforts to date:

- Iron and manganese treatment: GreensandPlus filtration. Removal of iron and manganese is necessary prior to PFAS and 1,4 Dioxane treatment to protect the efficiency and life span of equipment.
- PFAS removal: Granular activated carbon or ion exchange resin. Final selection will be based on feasibility, performance and cost effectiveness. See note below regarding RO.
- 1,4 Dioxane and MtBE: Advanced oxidation using ultraviolet (UV) light and hydrogen peroxide.
- Finished water chemical feeds including fluoridation, disinfection, pH adjustment and corrosion control consistent with other treatment facilities recently upgraded in Dover (Phase 1 improvements).

Note, the Masterplan Update in 2018 considered alternate treatment with reverse osmosis (RO) treatment to be not feasible for reasons including the typically high percentage waste stream and the high capital cost. The pending 30% design report will briefly review recent RO technologies that manufacturers report to have reduced waste streams to confirm whether RO should be considered for final design.

The treatment facility will be based on the design influent concentrations and groundwater withdrawal rates recommended by EGGI/GZA per their letter dated October 11, 2019. The design influent concentrations include PFAS, 1,4 dioxane and MtBE (Attachment A). Treatment goals are indicated in Attachment A based on current water quality standards including new standards set by NHDES in July 2019 for four (4) PFAS compounds. Iron and manganese treatment will be based on the highest levels seen in the production wells and additional data from EGGI/GZA anticipated under separate cover. The design treatment rates are:

- 800 gpm design average flow (based on the 24 hour sustainable aquifer yield)
- 1,000 gpm design peak flow (based on operation of up to 2 wells at 500 gpm each simultaneously).

The major aspects of the design are summarized as follows:

- New treatment building approximately 9,300 SF located near Well DPH-1 on City property, or similar location on City property consistent with long term plan for the aquifer, to be confirmed during preliminary design. Anticipated construction includes foundation with spread footings and frost walls, CMU walls with insulation and split face block veneer similar to other recently built facilities in Dover. Roof will be flat or truss gable. The process areas will require up to 22 feet of vertical clear space based on GAC vessels.
- Reinforced concrete basins below grade, and below a portion of the building, including two backwash/recycle basins, finished water clear well, and pipe gallery, with floor

hatches and safety hoists for personnel access. The basins will serve backwashing needs for both the GreensandPlus and GAC/resin media.

- Pretreatment chemical feed systems including hypochlorite for oxidation and sodium hydroxide for pH adjustment.
- Iron and manganese treatment system including three (3) vertical filter vessels 11 ft in diameter, including media, control valves, filter control panel, and blower.
- Backwash pumps sized to backwash GreensandPlus media on a routine basis or GAC/resin media upon installation of new media.
- PFAS treatment system consisting of two (2) lead-lag trains of pressure vessels containing GAC (10 ft diameter) or resin media (8 ft diameter), with interconnecting piping and valves.
- Advanced oxidation system using dual UV reactors, including control panels, hydraulic cleaning system, UV transmittance monitor, and peroxide feed system.
- Post clear well finished water chemical feed systems, including fluoridation, zinc orthophosphate for corrosion control, sodium hydroxide for pH adjustment, and hypochlorite for disinfection.
- Finished water pumps to supply treated water to the distribution system.
- Chemical feed for dechlorination (required only for resin media)
- GAC polishing filter, to quench residual hydrogen peroxide. Note, this unit may not be required if it is confirmed feasible to place the advanced oxidation step ahead of GAC treatment.
- Electrical power systems, including emergency generator.
- Main control panel, incorporated into Dover's existing SCADA system.
- Instrumentation for process control, including flowrate, pressure, level and online analyzers for pH, fluoride and chlorine.
- Piping improvements to connect existing wells to new treatment plant and distribution system.
- Sitework improvements including driveway, drainage, and utilities.
- Wastewater connection to existing City sewer system, including pumping equipment if required.
- New well pumps for Griffin, Ireland and DPH-1 wells, if necessary, to overcome headlosses in new treatment systems.
- Demolition of existing well house at Ireland Well. Existing chemical feed systems and controls will be replaced by new systems at the proposed treatment plant, as flow will need to be conveyed to the new treatment units.

Underwood Engineers will provide the following additional professional engineering services:

SCOPE OF WORK

Task 1 – Final Design

- Prepare final plans and details of the proposed improvements at an appropriate scale. Contract drawings will be prepared using AutoCAD. Anticipated Drawings include:
 - General notes and legend.

- o Civil/Site plans and details.
 - o Architectural details and elevations.
 - o Structural plans, cross sections and details.
 - o Process/Mechanical plans, cross sections and details.
 - o Heating, Ventilation, and Plumbing plans and details.
 - o Electrical plans and details.
 - o Instrumentation and Controls plans and details.
- Prepare technical specifications in Construction Specification Institute (CSI) format.
- Prepare bidding documents, including contractual conditions and instructions to bidders, suitable for approval by NHDES Drinking Water SRF funding source.
- Prepare updated opinion of construction cost.
- Attend a total of four design status meetings. These will include a kick-off meeting and progress meetings at 60%, 90% and 99%.
- Attend one meeting with NHDES to review the proposed design for approval.
- Attend one meeting with NEMR to review proposed design.
- Attend one public information meeting and assist presentation of proposed improvements.
- An allowance is included to provide hydrogeologic assistance services using Emery and Garret Groundwater Investigations (EGGI/GZA) as a subconsultant. EGGI/GZA will provide Technical Assistance and attend selected meetings to support this work.
- An allowance is included for UE to subcontract with a 3rd party to review the 30% design and to provide technical assistance for final design work. UE will use UNH (Dr. Jim Malley) to provide the peer review services.
- Underwood Engineers will assist the City in preparing applications for the following permits anticipated for this project:
 - o NHDES Drinking Water and Groundwater Bureau design review.
 - o Sewer connection application and industrial user permit, if necessary.
 - o Local approvals including Planning Board and/or Code Enforcement.
 - o Based on preliminary work, the following permits are not anticipated:
 - Shoreland Protection Permit
 - Wetlands Permit
 - Groundwater Discharge Permit
- The Contractor will be required to obtain the following permits. Underwood Engineers will include these requirements in the construction contract documents.
 - o Storm Water Pollution Prevention Plan and Notice of Intent as required under the NPDES General Construction Permit.
 - o Building permit as required.
 - o Notification of asbestos abatement and demolition work, based on surveys previously completed at the Griffin and Ireland facilities, if applicable.
- Summary of Deliverables.
 - o Two (2) paper copies and an electronic copy of the final Construction Drawings and Project Manual (technical specifications and bidding documents).
 - o Updated Opinion of Probable Cost.

- o Updated bidding and construction schedule.
- An allowance is included for the following specialty services:
 - o Thrust restraint/pipe support evaluation
 - o Hydrogeological assistance

Task 2 – Survey

- Provide topographic survey to supplement existing surveys and record drawings at the project areas (DPH-1 Well and Ireland Well). Survey will be at 1" = 10' scale (or other scale if appropriate) with a contour interval of 2 feet in the project area.
- Establish ground control including benchmarks at each project area, using the City's standard datums.
- Locate existing boundaries within 300' of the site based on visible evidence and/or tax maps only.

Task 3 – Subsurface Investigations

- Assess subsurface soil and groundwater conditions at the treatment plant site by completing borings and probes (1 day of field work).
- Evaluation will consider foundation type(s), settlement and control, allowable soil bearing pressure, foundation depth, temporary shoring/sheeting, groundwater control, and use of on-site materials.
- Prepare a geotechnical report regarding construction and dewatering techniques, to be included in the bidding documents.

Task - Bidding

Engineering services will be provided to bid and award one major construction contract.

Bidding Services:

- Provide copy of the Advertisement for Bid to the City and construction advertising agencies.
- Attend pre-bid meeting and prepare meeting notes.
- Respond to technical questions from bidders, if requested by the City.
- Prepare and issue addenda, if necessary.
- Attend the bid opening and prepare a Bid Tabulation.
- Review bids for errors, accuracy and completeness; check bidder references and qualifications, review Bonds, Insurance Certificates, and federal provision compliance forms if applicable.
- Provide a recommendation to the City regarding Contract Award.
- Prepare correspondence to the NHDES to request authorization to award, including bid results, updated project opinion of cost, and selected contractor.

Contract Award Services:

- Prepare six (6) copies of the Contract Documents, including Notice of Award, Contract Agreement and Notice to Proceed for execution by the City and Contractor.

- Attend one (1) Pre-Construction meeting with Contractor, funding partners, and City representatives and prepare meeting summary.

Client Responsibilities

- Information requested:
 - Access to existing wells and treatment facilities.
 - Water quality sampling and analysis.
 - Mark out existing buried water lines prior to drilling and survey work.
 - Reports and findings by EGGI/GZA and others as they come available.
- City's SCADA integrator to provide information on existing system and review proposed improvements.

We understand the following bidding services will be performed by the City:

- Post advertisement in newspapers.
- Distribute sets of Contract Documents electronically to prospective bidders and track distribution.
- Print copies of Contract Documents for distribution.

Work Not Included

- Improvements or demolition of other existing water facilities including Griffin Water Treatment Plant
- Improvements to existing wastewater pumping station on Stonewall Drive.
- Distribution of printed copies of contract documents to bidders
- Construction phase engineering, including pre-qualification of contractors
- Permit application fees
- Alteration of Terrain permit
- Access road improvements beyond 100 feet from structures
- Water sampling and analysis - City to provide
- Asbestos abatement
- Seismic design/ground improvements to prevent liquefaction.
- Design for LEED certification
- Piloting
- Negotiations or meetings with other parties or legal assistance, other than noted above
- Public information assistance, other than noted above.

Engineering Fees

<i>Task</i>	<i>Amount</i>
<i>Task 1 – Final Design</i>	\$512,000
<i>Task 1a Peer Review Allowance</i>	\$10,000
<i>Task 1b Hydrogeological Services Allowance</i>	\$30,000
<i>Task 2 – Survey</i>	\$9,500
<i>Task 3 – Subsurface Investigations</i>	\$15,500
<i>Task 4 – Bidding</i>	\$26,000
<i>Total</i>	\$603,000

Budgets

Suggested budgets, as used herein, are best estimates by Underwood Engineers. The budgets are based on available information and prior to a detailed research on the Project. Budgets are not intended to be fixed prices but are reasonable estimates of average costs to complete projects of similar size. Engineer will not exceed the budget without written authorization.

Schedule

The above work is expected to have a duration of up to 12 months. The following schedule assumes an authorization to proceed by December 2019.

Preliminary Design Report (in progress)	December 2019
Begin Final Design	Winter 2019/2020
60% Design	Summer 2020
Submit Final Design for Approval	Fall 2020
Bidding	Winter 2020/2021

Pudding Hill Aquifer						
Design Raw Water Quality and Treatment Goals - Revised October 2019						
Analyte	MCL (Note 4)	FOR DESIGN Griffin Well Maximum Concentration Detected (Note 3)	FOR DESIGN Ireland and DPH-1 Wells Concentration Detected (Note 3)	Maximum Concentration Griffin Well	Maximum Concentration Ireland Well	Maximum Concentration DPH-1 Well
PFAS (ppt) (NoteA)						
PFBA	-	49.05	57.7	11.5	14.8	8.97
PFPeA	-	99	104	21.6	28.4	7.2
PFBS	-	73.5	54.5	7.08	13.8	ND
PFHxA	-	147	189	26.6	42.7	6.63
PFHpA	-	143	104.8	14.7	23.4	ND
PFHxS	18	315	174	24.7	50.7	4.66
PFOA	12	850	522	84	106	4.42
PFNA	11	49.9	13.3	ND	ND	ND
PFOS	15	720	641	217	173	ND
PFDA	-	n/a	0.9	ND	ND	ND
MeFOSAA	-	n/a	n/a	ND	ND	ND
EtFOSAA	-	n/a	n/a	ND	ND	ND
PFUnA	-	n/a	n/a	ND	ND	ND
PFDoA	-	n/a	n/a	ND	ND	ND
PFTiDA	-	n/a	n/a	ND	ND	ND
PFTeDA	-	n/a	n/a	ND	ND	ND
PFAS (PPT) (Note 1B)						
4:2 FTS	-	n/a	n/a	ND	ND	-
PFPeS	-	n/a	n/a	ND	ND	-
6:2 FTS	-	n/a	n/a	ND	ND	-
PFOSA	-	n/a	n/a	ND	ND	-
PFHpS	-	n/a	n/a	ND	ND	-
8:2 FTS	-	n/a	n/a	ND	ND	-
PFDS	-	n/a	n/a	ND	ND	-
PFNS	-	n/a	n/a	ND	ND	-
MnBE (ppb) (Note 5)						
	13	12	12	(Note 5) 1.6	(Note 5) 1.9	(Note 5) ND
1,4 Dioxane (ppb)	0.32	4.1	4.1	(Note 8) 0.59	(Note 7) 1.2	(Note 6) 0.34
Fe (mg/L)	0.3	(Note 12) 0.40	(Note 12) 0.40	(Note 2) 0.40	0.19	(Note 11) 0.315
Mn (mg/L)	0.05	(Note 12) 0.30	(Note 12) 0.30	(Note 2) 0.30	(Note 10) 0.238	(Note 11) 0.059

Notes:

- 1A. 16 PFAS compounds historically tested by EGGI/GZA
- 1B. 8 additional (24 total) PFAS compounds tested by UE in Dec 2018 pilot study for Griffin and Ireland wells. All ND. No results for DPH-1 well.
- 2. Blueleaf Pilot report Revised dated April 9, 2019. Sample data December 2018 (Lab Analysis)
- 3. Based on highest detected level in the monitoring wells respective to each well per EGGI/GZA letter dated October 11, 2019
- 4. MCL's for PFAS per NHDDES July 2019
- 5. Highest historical MnBE levels in production wells for samples by EGGI 2017 - 2019
- 6. EGGI sample from 11/14/2018
- 7. EGGI sample from 7/26/2018
- 8. EGGI sample from 10/31/2018
- 9. **Bold** = Exceeds MCL or SMCL
- 10. EGGI sample 8/16/2018
- 11. EGGI sample 9/5/2017
- 12. Highest production well for Fe and Mn noted. Higher levels of Fe and Mn have been observed in monitoring wells in the aquifer.

shading indicates the four NH regulated PFAS compounds



Via Email

October 11, 2019

Thomas G. Page, P.E.
Underwood Engineers, Inc.
25 Vaughan Mall
Portsmouth, New Hampshire 03801

Re: Treatment Design
Influent Contaminant Concentrations and Withdrawal Rate
Production Wells
Dover Pudding Hill Aquifer
Dover, New Hampshire

Dear Tom:

Emery & Garrett Groundwater Investigations (EGGI), a Division of GZA GeoEnvironmental, Inc. (GZA), prepared this letter report in response to Underwood Engineers, Inc.'s (Underwood) request for information regarding potential flow rates and water quality related to the City of Dover's (the City's) Production Wells in the Pudding Hill Aquifer (Ireland Well, Well DPH#1, and Griffin Well). We understand that the information summarized in this letter report will be used by Underwood in the selection of design flow rate and influent contaminant concentrations for long-term treatment of groundwater withdrawn from the City's Production Wells within the Pudding Hill Aquifer (Aquifer). This letter report reflects Underwood's comments¹ regarding EGGI's August 2, 2019 letter² regarding this subject and supersedes the information included in our August 2, 2019 letter.

The remainder of this letter report summarizes our review and evaluation of data and our recommendations regarding the requested treatment design criteria. EGGI's work and this letter report are subject to the attached **Limitations**.

DATA REVIEW

Groundwater contaminant concentration data for contaminants associated with the New England Metals Recycling (NEMR) site, selected Production Well flow data, and summaries of Aquifer hydrogeology were reviewed by EGGI to develop estimates of potential Production Well contaminant influent concentrations under long-term groundwater withdrawal conditions. Concentration data available to EGGI for NEMR contaminants including certain per- and poly-fluoroalkyl substance (PFAS), 1,4-dioxane, and Methyl-*tertiary*-butyl ether (MtBE) concentration data were included in the evaluation summarized herein. Selected chlorinated volatile organic compound (cVOC) data were also reviewed.

¹ As provided in email correspondence from Thomas G. Page to James M. Wieck dated September 4, 2019.

² Letter by EGGI titled "Treatment Design, Influent Concentration and Withdrawal Rate, Dover Ireland Well and Well DPH#1, Dover Pudding Hill Aquifer, Dover, New Hampshire."

Relative to the Ireland Well and Well DPH#1, EGGI reviewed PFAS, 1,4-dioxane, and MtBE concentration data for Monitoring Wells and Production Wells sampled by EGGI within the Aquifer through July 22, 2019, selected Aquifer water level data collected by EGGI, and Production Well withdrawal rate data provided by the City. These data were used to evaluate contaminant concentration trends indicative of the potential influent concentrations of 16 PFAS, 1,4-dioxane, and MtBE in groundwater that may be withdrawn from the Ireland Well under sustained groundwater withdrawal conditions. PFAS, 1,4-dioxane, and MtBE concentration data collected by EGGI are summarized in attached **Table 1**. Monitoring Well and Production Well locations within the area monitored by EGGI are depicted on attached **Figure 1**.

Relative to the Griffin Well, EGGI reviewed PFAS, 1,4-dioxane, and MtBE concentration data for wells sampled by Sanborn Head Associates (SHA) on the NEMR site through November 14, 2018, 1,4-dioxane, and MtBE concentration data for the Griffin Well for samples collected by GZA from July 2011 through December 2014, and the results of historical numerical simulation of groundwater flow within the Aquifer by EGGI. PFAS concentration data for samples collected for the NEMR site are presented in Table 3³ of the April 8, 2019 Remedial Action Plan⁴ (RAP) for the NEMR site as prepared by SHA. 1,4-dioxane and MtBE concentration data for the NEMR site are presented in Table 1⁵ of SHA's RAP for the NEMR site along with cVOC data. Copies of Table 1 and Table 3 from the SHA RAP are attached to this letter report. 1,4-dioxane, and MtBE concentration data for the Griffin Well for samples collected by GZA are summarized in the attached copy of GZA's Table 1⁶ from GZA's January 20, 2015 letter report⁷.

Limited recent PFAS concentration data for samples collected from the Griffin Well were also reviewed including:

- PFAS data for a sample collected on March 24, 2014;
- PFAS data for a sample collected by EGGI on October 31, 2018; and
- PFAS data for four samples collected by UEL associated with pilot testing of treatment technologies during November 2018.

EGGI also reviewed cVOC concentration data collected since 2016 which are included in Table 1 of SHA's RAP for the NEMR site relative to potential influent concentrations. In general, reported concentrations of cVOCs for recent samples collected from monitoring locations on the NEMR site are below the New Hampshire Ambient Groundwater Quality Standards⁸ (NH AGQS), with the following exceptions.

³ Table by SHA titled "Table 3, Summary of Per- and Polyfluoroalkyl Substances (PFAS) Analytical Results – VOCs, New England Metal Recycling, LLC, Madbury, New Hampshire, NHDES Site #198705022."

⁴ Report by SHA titled "Remedial Action Plan, New England Metal Recycling, LLC, Madbury, 290 Knoxmarsh Road, Madbury, NH 03823, NHDES Site #: 198705022, Project Type: GMP, Project Number: 0008795."

⁵ Table by SHA titled "Table 1, Summary of Analytical Results – VOCs, New England Metal Recycling, LLC, Madbury, New Hampshire, NHDES Site #198705022."

⁶ Table by GZA titled "Table 1 - Summary of Detected VOCs City of Dover Griffin Well Madbury, New Hampshire."

⁷ Letter report by GZA titled "Data Transmittal – December 2014 Water Quality Monitoring, City of Dover Griffin Well (Site), Madbury, New Hampshire, NHDES Site No. 198401044, Project No. 15936."

⁸ As defined in State of New Hampshire Code of Administrative Rules Env-Or 603.03 (Ambient Groundwater Quality Standards [AGQS]) (c) Table 600-1.

VOC	NH AGQS (ug/L)	Maximum Recently Detected Concentration (ug/L)	Monitoring Location
Tetrachloroethene (PCE)	5	61	RDW-2D
		12	RDW-3D
		42	RDW-5
		160	RDW-6
Trichloroethene (TCE)	5	41	RDW-6

Note: ug/L indicates microgram per liter.

The monitoring locations from which groundwater samples with concentrations of VOCs exceeding NH AGQS were collected are proximate to the location of residual buried automobile shredder residue (ASR) on the NEMR site and, based on the results of VOC monitoring on the NEMR site summarized in Table 1 of SHA's RAP, would likely attenuate to below NH AGQS prior to reaching any of the Production Wells in the Aquifer. However, EGGI recommends that the treatment methods selected be capable of removal of the low levels of cVOCs summarized in Table 1 of SHA's RAP. A copy of **Figure 1**⁹ of SHA's RAP depicting Monitoring Well locations on the NEMR site is attached to this letter report.

The PFAS monitored by EGGI and SHA vary, but include PFAS for which Maximum Concentration Levels (MCLs) have been established by the New Hampshire Department of Environmental Services (NHDES) and/or have recently been proposed by NHDES including Perfluorooctanoic acid (PFOA) and perfluoro-octane-sulfonate (PFOS), Perfluorononanoic Acid (PFNA), and Perfluorohexanesulfonic Acid (PFHxS).

DATA EVALUATION AND RECOMMENDATIONS

Ireland Well and Well DPH#1

To evaluate potential contaminant concentrations in groundwater withdrawn from the Ireland Well and Well DPH#1, the evaluation of data focused on the area west and southwest of the Ireland Well and northwest of Well DPH #1 (*i.e.*, in the area of transport of contaminants from the NEMR site toward the Ireland Well).

The sum of PFOA and PFOS concentrations are plotted over time for selected locations on **Plate 1**. The PFOA/PFOS concentration trends for the monitoring locations west and southwest of the Ireland Well vary over time with the concentrations at certain locations that are influenced by: 1) groundwater withdrawals from the Production Wells; 2) artificial recharge; and 3) infiltration of precipitation. The interaction of these variables over time is complex and introduces uncertainty into the interpretation of the contaminant concentration trends relative to estimating contaminant concentrations under long-term withdrawal conditions. However, based on our evaluation of the data, sustained withdrawal of groundwater from both the Ireland Well and Well DPH #1 results in the capture of PFAS contaminated groundwater originating from the NEMR site. Under non-pumping conditions, PFAS are present at much lower concentrations proximate to the Ireland Well. PFOA and PFOS have been detected in samples of groundwater collected from the Ireland Well with concentrations up to 106 nanograms per liter (ng/L) and 173 ng/L, respectively. The maximum sum of the concentrations of the 16 PFAS monitored by EGGI in any one sample collected from the Ireland Well is 452 ng/L.

⁹ Figure titled "Figure 1, Exploration Location Plan with Cross Section Locations."

PFAS concentration trends, based on sampling data for certain Monitoring Wells located near and to the west-southwest of the Ireland Well (DPH-B5, DPH-MW1-17, EX4, and DPH-B7), suggest concentrations of PFAS have increased in response to sustained groundwater withdrawals from the Ireland Well and DPH#1. The trends also suggest PFAS concentrations decreased following the discontinuation of the continuous pumping of the Wells during early 2018 and increased use of Artificial Recharge during the summer of 2018. Due to the complexity of the stresses that control the concentration of PFAS within the Aquifer (*i.e.*, combinations and timing of withdrawal, Artificial Recharge, infiltration of precipitation, and groundwater surface water interactions) and the lagged response to the mechanisms due to transport, further data collection and evaluation are needed to fully predict long-term PFAS concentrations in groundwater withdrawn from the Production Wells.

Estimated Influent Concentrations

In consideration of the current observations and uncertainty related to the complexity of the stresses on the Aquifer, EGGI recommends using the maximum detected concentrations of 1,4-dioxane, MtBE, and individual PFAS detected in groundwater samples collected to the west-southwest of the Ireland Well to represent the anticipated maximum influent to the treatment system in the design process. This recommendation considers the observed increase in contaminant concentrations in groundwater samples collected from the Ireland Well during early 2018 and potential for capture of groundwater from areas further to the west-southwest of the Ireland Well under sustained withdrawal conditions¹⁰.

Attached **Table 2** provides a summary of the maximum detected concentrations of individual PFAS, 1,4-dioxane, and MtBE detected in groundwater samples collected to the west-southwest of the Ireland Well proposed for use in the design of the treatment for the Ireland Well and Well DPH#1. Use of the maximum detected contaminant concentrations is considered to be a conservative protective measure since the concentrations selected for treatment design are based on the maximum detected concentrations in the plume that exist approximately 2,850 feet from the Ireland well, and assume that these concentrations are representative of the groundwater flowing toward the well. Additionally, this approach does not consider dilution due to withdrawal induced flow from the Bellamy River or substantial dilution due to the use of Artificial Recharge.

Concentration data from Monitoring Wells located on the NEMR site were not included in the evaluation for the Ireland Well and Well DPH#1 given the proximity to the source(s) of PFAS which limits the effects of dilution.

Griffin Well

To evaluate potential contaminant concentrations in groundwater withdrawn from the Griffin Well, the evaluation of data focused on the concentrations of PFAS and chlorinated VOCs detected in samples collected on the NEMR site, and the concentrations of 1,4-dioxane and MtBE, and limited PFAS detected in historic and recent samples collected from the Griffin Well. The selection of the NEMR site data for use in the evaluation is based on the results of historical numerical simulation of groundwater flow by EGGI suggesting that withdrawal of groundwater from the Griffin Well can capture groundwater from beneath portions of the ASR landfill and areas of buried ASR on the NEMR site, and limited PFAS concentration data for samples collected from the Griffin Well.

¹⁰ Considers the combined effect of withdrawal from Ireland Well and Well DPH#1.

PFAS Data

Available PFAS data for the Griffin Well includes results of the analysis of one sample for a suite of three PFAS (PFOA, PFOS, and PFHpA¹¹) under groundwater withdrawal conditions during March 2014 (attached SDWARS¹² data); the analysis of one sample collected by EGGI on October 31, 2018 under static conditions, summarized in EGGI's attached **Table 1**; and the results of analysis of four groundwater samples collected by Underwood under withdrawal conditions during recent treatment pilot testing during November 2018. Results of the analysis of these samples include the following.

- The results of the sample collected during March 2014 under withdrawal conditions indicate the presence of PFOA (67 ng/L), PFOS (120 ng/L), and PFHpA (15 ng/L).
- The results of the analysis of the sample collected from the Griffin Well by EGGI on October 31, 2018 under non-pumping conditions indicates the presence of PFAS, with a combined PFOA (84.0 ng/L) and PFOS (217 ng/L) concentration of 301 ng/L and sum of each of the detected PFAS of 407.2 ng/L.
- Sampling and analysis for PFAS during the pilot test included four samples collected over an approximately 2-day period under groundwater withdrawal conditions. Over the sampling period PFAS concentrations were relatively stable with no apparent increasing or decreasing trends in concentration. PFOA concentrations ranged¹³ from 43.7 ng/L to 48.5 ng/L and PFOS concentrations ranged from 130 ng/L to 148 ng/L. Total PFAS concentrations ranged from 260.4 ng/L to 283.9 ng/L.

1,4-Dioxane and MtBE Data

The results of the analyses of samples collected from the Griffin Well by GZA for analysis of 1,4-dioxane and MtBE from July 2011 through December 2014 indicate concentrations of 1,4-dioxane ranging from 430 ng/L to 790 ng/L with an arithmetic average¹⁴ of 570 ng/L, and concentrations of MtBE ranging from 1,000 ng/L to 2,500 ng/L with an arithmetic average of 1,530 ng/L. The detected concentrations of 1,4-dioxane and MtBE in the October 31, 2018 sample (collected to support the Pilot testing program) are 590 ng/L and 1,600 ng/L, respectively. The recently detected concentrations of 1,4-dioxane and MtBE are within the historic range of concentrations detected in the samples collected by GZA. Collectively, the 1,4-dioxane and MtBE concentration data indicate relatively stable concentration trends. However, the recent data were collected following a period without withdrawal of groundwater from the Griffin Well.

¹¹ Perfluoroheptanoic Acid.

¹² Indicates Safe Drinking Water Accession and Review System.

¹³ Does not include concentration reported for a duplicate sample.

¹⁴ Based on the results of 40 samples collected on a roughly monthly frequency. Table by GZA titled "Table 1 - Summary of Detected VOCs City of Dover Griffin Well Madbury, New Hampshire" from letter report by GZA titled "Data Transmittal – December 2014, Water Quality Monitoring, City of Dover Griffin Well (Site), Madbury, New Hampshire, NHDES Site No. 198401044, Project No. 15936."

Estimated Influent Concentrations

In consideration of the limited PFAS concentration data under long-term withdrawal conditions and uncertainty related to the complexity of the stresses on the Aquifer, EGGI recommends using half of the maximum detected concentrations of individual PFAS detected in groundwater samples collected within the potential capture zone of the Griffin Well to represent the potential PFAS concentrations within influent to the treatment system in the design process, if the Griffin Well is to be included in treatment. This recommendation considers the potential for capture of groundwater from sources that are on the NEMR site. This recommendation also considers that groundwater flow to the Griffin Well is anticipated to be consistent with radial flow to a well and contaminant transport only from the west and northwest.

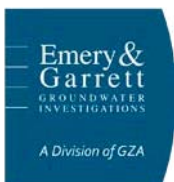
Use of half of the maximum detected PFAS concentrations summarized in **Table 2** is also considered to be a conservative protective measure for groundwater withdrawal from the Griffin Well since the concentrations selected for treatment design are based on the maximum detected concentrations in the plume that exist beneath the NEMR site immediately downgradient of the source area, and assume that these concentrations are representative of half of the groundwater flowing toward the well. Based on the results of 1,4-dioxane and MtBE concentration monitoring under withdrawal conditions (2011 -2014), EGGI recommends that the levels for maximum proposed treatment for 1,4 Dioxane and MtBE of the Griffin well be no more than those levels being considered for the Ireland Well.

The attached **Table 2** provides a summary of the maximum concentrations of individual PFAS detected in groundwater samples collected from the NEMR site, as presented by SHA, and proposed concentrations of PFAS for use in the design of the PFAS treatment for the Production Wells assuming the use of the Griffin Well and/or Ireland Well. Proposed 1,4-dioxane and MtBE concentrations for use in the design of the PFAS treatment for the Production Wells are also included in **Table 2**.

EGGI recommends that the treatment methods selected be capable of removal of the low levels of VOCs summarized in **Table 1** of SHA's RAP.

Anticipated Withdrawal Rate

The Large Groundwater Withdrawal Permit for Well DPH #1 allows withdrawals of up to 720,000 gallons over any 24-hour period from Well DPH#1 (daily average withdrawal rate of 500 gallons per minute [gpm]) or a total of 1,123,300 gallons over any 24-hour period from the combined pumping of Well DPH #1 and the Ireland Well (daily average of 780 gpm). The combined capacities of Well DPH#1 and the Ireland Well are based on the capacity of the Aquifer. Therefore, any combination of the Production Wells, including the Griffin Well, should not exceed the recommended volume within any 24-hour period. Within a 24-hour period short-term withdrawal rates may exceed the daily average rate as long as the 24-hour volume is within the permitted amount. Consequently, EGGI recommends the PFAS treatment system design be capable of treating flow rates of up to 1,000 gpm.



The contaminant concentrations recommended for use in the design of treatment are intended to be conservative and reflect the complexity of contaminant transport within the Aquifer. We would be pleased to discuss alternative approaches to estimation of influent concentration, should the recommended concentrations result in impracticable treatment system requirements.

We trust that the information included herein is useful and meets your current needs. Should you have any questions, please do not hesitate to contact Mr. James M. Wieck at 603-232-8732.

Very truly yours,

EMERY & GARRETT GROUNDWATER INVESTIGATIONS, A DIVISION OF GZA GEOENVIRONMENTAL, INC.

James M. Wieck, P.G.
Senior Project Manager

John A. Brooks, Ph.D., P.G.
Senior Consultant

James M. Emery, P.G.
Principal/District Office Manager/Sr. Hydrogeologist

Cc: Dean Peschel

JMW/JB/JE:

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Attachments: Limitations
Tables
Figures
Plate



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2019.11.13 – 180**

Resolution Re: B19001 Broadway Street Railroad Culvert Construction
Change Order Two

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

WHEREAS: Two cost proposals were received and reviewed and low bid was received from George R Cairns and Sons, Inc of Windham, NH in the amount not to exceed \$4,799,365.00, which city council approved via resolution [R-2018.12.12-154](#). In May 2019 the city received change order one, adding \$175,000 for relocation of the existing sewer and revising the sewer and drainage easements on Red's Shoe property which city council approved via resolution [R-2019.05.22-068](#).

WHEREAS: The city recently received change order two, adding \$32,053.61 for additional work related to asbestos cement, ledge probes and borings.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order revision to George R Cairns and Sons, Inc of Windham, NH of for the construction of the Broadway Street Railroad Culvert in the amount not to exceed \$32,053.61 at rates provided in conjunction with Bid B19001. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing			
Account	Description	Appropriation	Balance
4020.1.300.43121.4751.03176.20	Roadways -Broadway	1,320,000.00	409,421.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal Joshua Wyatt
Form and Compliance: Legal Division

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2019.11.13 – 180**
Resolution Re: B19001 Broadway Street Railroad Culvert Construction
Change Order Two

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2019.11.13 – 180**

Resolution Re: B19001 Broadway Street Railroad Culvert Construction
Change Order Two

RESOLUTION BACKGROUND MATERIAL:

Change order Two:

The city recently received change order two, adding \$32,053.61 for additional work related to asbestos cement, ledge probes and borings.

Bid Information:

A sealed Request for Qualifications #B19001 was issued and received for the Broadway Street Railroad Culvert Construction on August 27, 2018 at 2:00 PM

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	857	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Until complete	Estimated Delivery:	2020
Recommended Award to:	George R. Cairns & Sons Inc	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[Bid Documents and Vendor Lists](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R-2019.11.13 – 181**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce Amendment Seven

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

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

WHEREAS: The City has received Amendment Seven to develop roof leader disconnection feasibility plans. The scope of work includes a week of flooded dye tests on suspected roof leaders and closed-circuit television camera equipment to be used simultaneously to observe dye in the sanitary sewer. Total cost of change order of \$36,300.00 thereby requiring council approval.

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

The Purchasing Agent is hereby authorized to issue Amendment Seven to the existing purchase order in the amount of \$36,300.00 to Wright Pierce Engineers for additional engineering services on Phase II I&I Study and Hydraulic Modeling. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the amendment authorized herein.

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

Financing

Account	Description	Appropriation	Balance
5320.1.300.43250.4757.04570.18	Sewer I&I Mitigation	103,631.00	27,165.35
5320.1.300.43250.4757.04570.19	Sewer I&I Mitigation	300,000.00	300,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R-2019.11.13 – 181**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional
Scope of Services to Wright Pierce Amendment Seven

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R-2019.11.13 – 181**

Resolution Re: Phase II Infiltration and Inflow Study - Award of Additional Scope of Services to Wright Pierce Amendment Seven

RESOLUTION BACKGROUND MATERIAL:

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

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

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

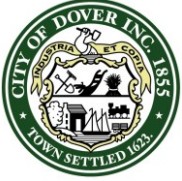
In August 2018 the City Council approved via resolution [R-2018.09.12-119](#) for Phase II Amendment II to the agreement in the amount of \$29,600.00 for additional study services including smoke testing sanitary sewer and drainage facilities along Belknap St, Elm St, Hamilton St, and Summer St.

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

In August 2019 the City Council approved via resolution [R-2019.08.28-143](#) for Amendments; four adding to the completion timeline; five adding \$20,700 for sewer rehabilitation of the pipe beneath the Spaulding Turnpike between Elliot Park and Mill St.; and six adding \$12,000 for Flow Monitoring to gather additional data at several catch basins. Total cost of change orders of \$32,700.00 thereby requiring council approval.

Purchasing Information:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2019.11.13 – 182**
Resolution Re: **Approval of Memorandum of Agreement Regarding
Parking Spaces between One First Dover, LLC and
City of Dover**

WHEREAS: The City of Dover has leased a parking lot from One First Dover, LLC (“One First”) containing 26 +/- parking spaces on the northerly side of First Street at Tax Map 6, Lot 20.

WHEREAS: The existing lease expires November 30, 2019;

WHEREAS: As set forth in the attached Memorandum of Agreement (hereinafter “MOA”) Regarding Parking Rights, One First and the City again wish to enter into a Memorandum of Agreement in order to continue leasing the aforesaid parking lot through November 30, 2020;

WHEREAS: The Parking Commission has previously reviewed and endorsed leasing the aforesaid parking lot.

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

The City Manager has the authority to negotiate, finalize, and sign a Memorandum of Agreement between One First Dover, LLC and the City.

AUTHORIZATION

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2019.11.13 – 182**
Resolution Re: **Approval of Memorandum of Agreement Regarding
Parking Spaces between One First Dover, LLC and
City of Dover**

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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

RESOLUTION BACKGROUND MATERIAL:

The parking lot is located behind the Oriental Delight restaurant. See attached draft of the proposed new Memorandum of Agreement Regarding Parking Spaces between One First Dover, LLC and the City of Dover. Also attached is a copy of the prior Memorandum of Agreement that expires November 30, 2019.

MEMORANDUM OF AGREEMENT

On this 3 day of December, 2018, the City of Dover, New Hampshire, 288 Central Avenue, Dover, New Hampshire 03820 ("the City") and the One First Dover, LLC (One First), 157 Main Dunstable Road, Suite 102, Nashua, New Hampshire 03060 (collectively "the Parties"), hereby state and agree as follows:

WHEREAS:

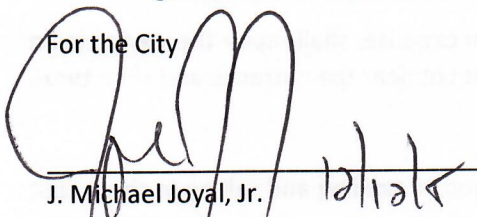
1. One First owns a parking lot ("1 First Street Lot") containing 26 +/- parking spaces, which is located on the northerly side of First Street and is shown on Tax Assessor Map 6, Lot 20 (1 First Street).
2. There is a need to continue the available public parking in the First Street area.
3. As a result of the foregoing, the Parties are desirous, on a temporary basis, of allowing the City exclusive usage and control of the 1 First Street Lot for motor vehicle parking.

NOW THEREFORE, FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED, AND BASED UPON THE MUTUAL COVENANTS OF THE PARTIES, THE PARTIES AGREE THAT:

1. The City shall have exclusive control over the 1 First Street Lot and be solely responsible for maintenance, and repair of the 1 First Street Lot during its exclusive use for the term of this Agreement.
2. Signage may be installed and maintained by the City in the 1 First Street Lot at its own expense.
3. The 1 First Street Lot shall be occupied and used for the sole purpose of motor vehicle parking and for no other purpose without One First's prior written consent. The City may include the 1 First Street Lot in the parking management system for the City of Dover including, but not limited to collection and retention of periodic parking space charges and other parking management techniques and systems, including parking enforcement. No portion of parking revenues generated by the conduct of the parking system of the City of Dover in the 1 First Street Lot shall inure to the benefit of One First.
4. In recognition of item 1 of this section the City, at its own expense, shall repair the paving in an approximately 325 square foot section of the 1 First Street Lot near the entrance and shim three spaces in the northwest corner of the 1 First Street Lot.
5. The City will provide for snow plowing and removal, as well as sanding and salting in the 1 First Street Lot, at its discretion consistent with its standards and practices for other City owned/controlled parking lots. Snow from the 1 First Street Lot and its entrance may be stored in the 1 First Street Lot until it is removed by the City.

6. For claims alleging that during the period of the City's exclusive use under this Agreement unsafe conditions or hazards existed on 1 First Street Lot and caused bodily injury or property damage to a third party and/or an employee, agent, servant, or invitee of the City, the City will:
- A. Add the One First as an additional insured to its liability insurance for bodily injury and property damage at limits of \$1 million per occurrence and \$1 million aggregate. The City shall provide One First a certificate of insurance. Pursuant to the additional insured coverage, the City's insurer will defend and indemnify the One First for the claims described above in this paragraph 5. Coverage shall not exceed \$1 million per occurrence and \$1 million aggregate for the policy coverage period.
 - B. In the event the City's insurer denies One First's defense and indemnification within the limits described in paragraph 5A against the claims described above in this paragraph 5, the City will hold harmless, defend, and indemnify One First, provided that defense and indemnification shall be subject to a maximum dollar limit of \$1 million total for all defense costs, attorney's fees, expense, and settlements/judgments combined.
7. This Agreement shall automatically terminate on November 30, 2019. This Agreement may otherwise be terminated by either party or by a successor or assign of One First, for any reason, upon thirty (30) days written notice to the other. Upon termination all signage installed by the City shall be removed at the City's expense. Any improvements made by the City shall become the property of One First.
8. This Agreement has been entered into in New Hampshire and shall be interpreted under New Hampshire law.
9. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, but such counterparts together shall constitute but one and the same instrument. The City and One First are not and shall not be considered to be joint ventures or partners, and neither shall have power to bind or obligate the other except as specifically set forth herein.
10. All of the representations, warranties, and covenants by the parties as contained in this Agreement shall survive the termination of this Agreement.

For the City


J. Michael Joyal, Jr.
City Manager
(duly authorized)

For One First Properties, LLC


Ryan Fillion

(duly authorized)

MEMORANDUM OF AGREEMENT

On this _____ day of _____, 2019, the City of Dover, New Hampshire, 288 Central Avenue, Dover, New Hampshire 03820 ("the City") and the One First Dover, LLC (One First), 157 Main Dunstable Road, Suite 102, Nashua, New Hampshire 03060 (collectively "the Parties"), hereby state and agree as follows:

WHEREAS:

1. One First owns a parking lot ("1 First Street Lot") containing 26 +/- parking spaces, which is located on the northerly side of First Street and is shown on Tax Assessor Map 6, Lot 20 (1 First Street).
2. There is a need to continue the available public parking in the First Street area.
3. As a result of the foregoing, the Parties are desirous, on a temporary basis, of allowing the City exclusive usage and control of the 1 First Street Lot for motor vehicle parking.

NOW THEREFORE, FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED, AND BASED UPON THE MUTUAL COVENANTS OF THE PARTIES, THE PARTIES AGREE THAT:

1. The City shall have exclusive control over the 1 First Street Lot and be solely responsible for maintenance, and repair of the 1 First Street Lot during its exclusive use for the term of this Agreement.
2. Signage may be installed and maintained by the City in the 1 First Street Lot at its own expense.
3. The 1 First Street Lot shall be occupied and used for the sole purpose of motor vehicle parking and for no other purpose without One First's prior written consent. The City may include the 1 First Street Lot in the parking management system for the City of Dover including, but not limited to collection and retention of periodic parking space charges and other parking management techniques and systems, including parking enforcement. No portion of parking revenues generated by the conduct of the parking system of the City of Dover in the 1 First Street Lot shall inure to the benefit of One First.
4. The City will provide for snow plowing and removal, as well as sanding and salting in the 1 First Street Lot, at its discretion consistent with its standards and practices for other City owned/controlled parking lots. Snow from the 1 First Street Lot and its entrance may be stored in the 1 First Street Lot until it is removed by the City.
5. For claims alleging that during the period of the City's exclusive use under this Agreement unsafe conditions or hazards existed on 1 First Street Lot and caused bodily injury or property damage to a third party and/or an employee, agent, servant, or invitee of the City, the City will:

- A. Add the One First as an additional insured to its liability insurance for bodily injury and property damage at limits of \$1 million per occurrence and \$1 million aggregate. The City shall provide One First a certificate of insurance. Pursuant to the additional insured coverage, the City's insurer will defend and indemnify the One First for the claims described above in this paragraph 5. Coverage shall not exceed \$1 million per occurrence and \$1 million aggregate for the policy coverage period.
 - B. In the event the City's insurer denies One First's defense and indemnification within the limits described in paragraph 5A against the claims described above in this paragraph 5, the City will hold harmless, defend, and indemnify One First, provided that defense and indemnification shall be subject to a maximum dollar limit of \$1 million total for all defense costs, attorney's fees, expense, and settlements/judgments combined.
- 6. One First may designate and assign three spaces within the 1 First Street Lot for their exclusive use.
 - 7. This Agreement shall automatically terminate on November 30, 2020. This Agreement may otherwise be terminated by either party or by a successor or assign of One First, for any reason, upon thirty (30) days written notice to the other. Upon termination all signage installed by the City shall be removed at the City's expense. Any improvements made by the City shall become the property of One First.
 - 8. This Agreement has been entered into in New Hampshire and shall be interpreted under New Hampshire law.
 - 9. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, but such counterparts together shall constitute but one and the same instrument. The City and One First are not and shall not be considered to be joint ventures or partners, and neither shall have power to bind or obligate the other except as specifically set forth herein.
 - 10. All of the representations, warranties, and covenants by the parties as contained in this Agreement shall survive the termination of this Agreement.

For the City

For One First Dover, LLC

J. Michael Joyal, Jr.
City Manager
(duly authorized)

Ryan Filion

(duly authorized)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.11.13 – 183**

Resolution Re: Reprogram Portion of FY2017 CIP Appropriation for Park Improvements Amanda Howard (Park Improvements Reserve) to Skate Park Project

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

WHEREAS: The City Council appropriated \$112,500.00 for Park Improvements Amanda Howard as part of the FY2017 CIP Non-Debt financed projects resolution on December 9, 2015, said improvements to be fund through the Park Improvements Capital Reserve; and

WHEREAS: The City has identified that \$100,000.00 of CDBG funds are eligible for Park Improvements at Amanda Howard Park, thereby resulting in \$100,000.00 of previously authorized appropriations being available for reprogramming to another CIP project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT: The amount of \$100,000.00 (One Hundred Thousand Dollars) of unexpended appropriations is hereby reprogrammed from the Park Improvements Amanda Howard to Skate Park project, said appropriation to be funded through use of the Park Improvements Capital Reserve as follows:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4017.1.350.45220.4710.05231.17	Park Improvements Amanda Howard	108,830.00	(100,000.00)	8,830.00
4017.1.350.45220.4715.05318.17	Skate Park Improvements	0.00	100,000.00	100,000.00
	Total Available Funding	108,830.00	0.00	108,830.00

NOTE: This resolution reprograms available capital improvement program non-debt financed appropriations and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Sue Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.11.13 – 183**
Resolution Re: Reprogram Portion of FY2017 CIP Appropriation for Park Improvements Amanda Howard (Park Improvements Reserve) to Skate Park Project

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2019.11.13 – 183**
Resolution Re: Reprogram Portion of FY2017 CIP Appropriation for Park Improvements Amanda Howard (Park Improvements Reserve) to Skate Park Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Park Improvements Amanda Howard project. This resolution does not authorize an increase in the use of Park Improvements Capital Reserve funds. This resolution reprograms funding from the Park Improvements Amanda Howard project to Skate Park Improvements project.

On December 9, 2015 the Dover City Council approved the FY2017 Capital Improvements Program (CIP) authorization for non-debt financed projects, which included an appropriation of \$112,500.00 for Park Improvements Amanda Howard to be financed with a transfer from the Park Improvements Capital Reserve.

The Park Improvements project for Amanda Howard Park and Guppy Park Improvements project are overlapping projects. Initial discussions by City administration identified the use of \$100,000.00 of CDBG funds to go towards the relocation of the Skate Park to be at Guppy Park. In confirming eligible use of CDBG funds for the Skate Park it was determined that CDBG funds are restricted to certain types of park improvements and the Skate Park stand-alone funding was not likely to get approved through the Federal review of the proposal and CDBG guidelines. The City administration looked to identify eligible alternatives for using the CDBG funds that would result in other available funding for the Skate Park.

The Amanda Howard Park improvements project was determined to be a more compatible use of the \$100,000.00 of CDBG funds. This results in \$100,000.00 of appropriations for the Amanda Howard CIP project to be available for reprogramming to the Skate Park.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2019.11.13 – 184**
Resolution Re: **FY2020 CIP Appropriation and Authorization for
CWSRF Loan for Innovative illicit Discharge and
Elimination Stormwater Dry Weather Testing**

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

WHEREAS: This work directly addresses requirements for IDDE dry weather testing as required by the MS4 permit for the City of Dover; and the loan is eligible for principal forgiveness for stormwater planning work; and

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

Item #	Description	Appropriation	Life/Yrs	Department	Fund
1	Innovative Illicit Discharge & Elimination Stormwater Testing	\$75,000	5	Comm Serv - PW	General
	Total	<u>\$75,000</u>			

AND FURTHER BE IT RESOLVED THAT:

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

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

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

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DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

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



CITY OF DOVER

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Resolution Re: **FY2020 CIP Appropriation and Authorization for
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RESOLUTION BACKGROUND MATERIAL:

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

This resolution makes an appropriation for the Innovative Illicit Discharge and Elimination Stormwater Dry Weather Testing.

This project proposes to help fulfil conditions associated with section 2.3.4.6. Written Illicit Discharge Detection and Elimination Program of the NH MS4 permit. In particular there is a need to fulfill components related to section 2.3.4.6.c. Program Procedures - where electronic and hardcopy procedures will be developed in accordance with the requirements and timelines of the permit. Due to the fact that indicator bacteria species are difficult to screen and accurately relate to illicit sanitary sewer connections, the project team will develop alternative sampling procedures for fecal indicator bacteria (FIB) and pollutants of concern in accordance with the procedures in 40 CFR §136. This alternative process is something that UNI-I has been pioneering by using 16S ribosomal RNA, which is the standard gene used to reconstruct phylogenies for bacterial communities. It can be used to characterize the diversity and phylogenic composition of environmental samples (Shokralla et al. 2012). To find possible human fecal contamination a list of sequences associated with human waste is used to match sequences found in the sample (Newton et al. 2015). Studies of the microbiomes of sewage systems have found that about 10% - 15% of the sequences are associated with human waste, while an additional 80% are associated with the microbiome of the physical system itself, (the pipes, pumps etc.). The 10% to 15% human waste signal is generally similar globally, though factors like obesity rates and temperature may have an effect on the relative abundance of different bacterial species at any location (Tan et al. 2015). These methods have been recently used in a first of its kind study with Geosyntec and UNHSC for the Boston Water and Sewer Commission to compare conventional IDDE parameters with state of the science DNA markers to determine their reliability for indicating human waste in a major urban MS4. The result is new data specific to New England on the reliability of field test kits and FIB for indicating human waste, such as for dry and wet weather outfall screening and prioritization. Findings from this study suggest that field test kits may not be reliable indicators of human waste at outfalls, while the genetic methods outlined were effective at identifying human waste in dry weather outfall discharges.

In addition, UNHSC has been developing real-time alternative methods to screen for stormwater pollutants of concern. These pollutants address primary water quality impairments such as phosphorus, nitrogen, sediment, dissolved oxygen and dissolved oxygen saturation using optical sensors.

Optical sensors have the ability to measure water quality parameters at a high frequency as light absorbance can be measured almost instantaneously in the field or in the lab. The recent development of field-rugged ultraviolet-visual (UV-Vis) spectrometers has extended researchers' ability to make long-term continuous measurements of multiple water quality parameters in many environments and together with specific conductivity and temperature measurements can meet most of the sampling requirements of the permit.

R-2019.11.13 CIP2020 Appropriation and Authorization for CWSRF
Loan for Innovative Illicit Discharge and Elimination Stormwater

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The results of this project will lead to an outfall and interconnection screening and sampling procedure to be included in the IDDE program of the City of Dover but will be transferable and shared with other MS4 municipalities throughout the state.

This work directly addresses requirements for IDDE dry weather testing as required by the MS4. Note that although the work will be focused in the city of Dover, all findings and procedures will be shared with all New Hampshire MS4 communities. Therefore making compliance easier for all communities.

Debt Authorization versus Debt Retirement

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

Description	City
Pending Authorization	75,000
Prior FY2020 CIP Authorization	7,710,000
FY2020 Principal Retirement	4,163,390
Net Change	3,621,610

Legal Debt Limits

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

Description	City		Description	City
Debt Outstanding	36,875,299		Debt Outstanding	36,875,299
Authorized - Unissued	20,254,414		Authorized - Unissued	20,254,414
Total Issued & Unissued	57,129,713		Total Issued & Unissued	57,129,713
This Authorization	75,000		This Authorization	75,000
Grand Total	57,204,713		Grand Total	57,204,713
Legal Debt Limit	104,171,072		Policy Debt Limit	67,711,197
Unused Capacity	46,966,359		Unused Capacity	10,506,484
Percent Unused	45.09%		Percent Unused	15.52%

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Budgetary and Rate Impacts

The \$75,000 CWSRF loan is expected to be paid back over a 5-year period. Principal repayments would be \$15,000 per year and this amount would be offset by \$15,000 annual amount of principal forgiveness resulting in no annual impact to the City's General Fund budget for principal repayment. The interest that would accrue on outstanding principal balances over the 5 year period is estimated to be a total of \$4,500 impact to the City's General Fund budget over that 5 year period, approximately \$900 annual impact. The combined impact of principal and interest repayment for the CWSRF loan would be less than a \$0.01 impact on the annual tax rate.

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