



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, March 11, 2020**
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 9, SECTIONS 1-15 – BOARDS, COMMISSIONS AND COMMITTEES**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. REPROGRAM UNEXPENDED BOND PROCEEDS FROM THE COCHECO DAM
RETAINING WALL PROJECT TO CHAPEL RESTORATION/FACILITIES & GROUNDS
OFFICE PROJECT AND ISSUE CHANGE ORDER ONE TO CARENO
CONSTRUCTION (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
(VOTE TO OCCUR ON MARCH 25, 2020)**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 8. CITIZEN'S FORUM**

*Citizens are invited to speak on any issue pertaining to the business of the City of Dover.
Statements shall be limited to five minutes.*
- 9. CITY MANAGER'S REPORT**
- 10. APPROVAL OF MINUTES**
 - A. February 26, 2020 – Workshop Session**
 - B. February 26, 2020 – Regular Meeting**
 - C. March 4, 2020 – Workshop Session**
- 11. MAYOR'S REPORT**
- 12. UNFINISHED BUSINESS**
 - A. ORDINANCES IN THE 2nd READING**
 - 1. CHAPTER 9, SECTIONS 1-15 – BOARDS, COMMISSIONS AND COMMITTEES**
SPONSORED BY MAYOR CARRIER BY REQUEST



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B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **RAFFLE – Wentworth-Douglass Health Foundation**
2. **BLOCK PARTY – Greater Dover Chamber of Commerce – Cocheco Arts Festival - Community Band**
3. **BLOCK PARTY – Greater Dover Chamber of Commerce – Cocheco Arts Festival – Children’s Series**
4. **BLOCK PARTY – Greater Dover Chamber of Commerce – Cocheco Arts Festival – Headliner Series**
5. **BLOCK PARTY – Greater Dover Chamber of Commerce – Apple Harvest Day**
6. **ROAD RACE - Greater Dover Chamber of Commerce – Apple Harvest Day 5k**
7. **ROAD RACE – Horne Street School Parent Teacher Group**
8. **ROAD TOLL – Pope Memorial Humane Society**
9. **BLOCK PARTY – Townsquare Media – Shark in the Park**
10. **B17003 SIEMENS INDUSTRIES ADDITIONAL SCOPE OF WORK FOR JENNY THOMPSON POOL HEATER REPLACEMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST
11. **B17003 SIEMENS INDUSTRIES INC ADDITIONAL SCOPE OF WORK FOR MCCONNELL CENTER COOLING TOWER**
SPONSORED BY MAYOR CARRIER BY REQUEST
12. **RESTORATION OF MERGED LOTS (33 NEW ROCHESTER ROAD, DOVER)**
SPONSORED BY MAYOR CARRIER 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 | |



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B. RESOLUTIONS

- 1. PHASE II INFILTRATION AND INFLOW STUDY - AWARD OF ADDITIONAL SCOPE OF SERVICES TO WRIGHT PIERCE AMENDMENT EIGHT**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 2. AUTHORIZATION TO COMMIT FUNDS TO THE GREAT BAY ESTUARY SYSTEM HYDRODYNAMIC MODEL**
SPONSORED BY MAYOR CARRIER BY REQUEST
- 3. REPROGRAM UNEXPENDED BOND PROCEEDS FROM VARIOUS CS-PW PROJECTS TO SUMMER/ELM/BELKNAP STREET RECONSTRUCTION PROJECT (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)**
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 25, 2020, WITH CITY COUNCIL VOTE TO OCCUR ON APRIL 8, 2020)
SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

- 1. CHAPTER 13, SECTION 6: CITY COUNCIL**
(TO BE REFERRED TO A PUBLIC HEARING ON MARCH 25, 2020)
SPONSORED BY COUNCILOR CULLEN

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2020.02.26 – 031**

Resolution Re: Reprogram Unexpended Bond Proceeds from the Cocheco Dam Retaining Wall project to Chapel Restoration/Facilities & Grounds Office Project and Issue Change Order One to Careno Construction

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 was \$225,734 of unexpended bond proceeds from the Sidewalk Upper Whittier St project, where the determination was made that the project will be deferred until a future year as available funding is substantially less than needed to complete the project. This amount of proceeds was approved to be reprogrammed to the Chapel Restoration/Facilities & Grounds Office project via council resolution [R-2019.10.23-172](#); and

WHEREAS: There is \$31,391.88 of unexpended bond proceeds from the Cocheco Dam Retaining Wall project, where the project is complete and remaining funds are available for other projects; and

WHEREAS: The City has identified the immediate need for additional funding for the Chapel Restoration/Facilities & Grounds Office project for the amount of \$257,125.88.

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

The amount of \$31,391.88 of unexpended bond proceeds is hereby reprogrammed from the Cocheco Dam Retaining Wall Project to Chapel Restoration/Facilities & Grounds Office project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4019.1.300.43155.4754.03103.19	Cocheco Dam Retaining Wall	38,610.50	(31,391.88)	7,218.62
4019.1.300.41951.4725.01105.19	Chapel Restoration/Facilities & Grounds Office	0	31,391.88	31,391.88

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

The Purchasing Agent is hereby authorized to issue a Purchase Order Revision to Careno Construction Company LLC of Portsmouth NH in the total amount of \$257,125.88 for design build services for the Facilities, Ground and Cemetery building at unit rates provided in conjunction with Bid B19070. 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.



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

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Resolution Re: Reprogram Unexpended Bond Proceeds from the Cocheco Dam Retaining Wall project to Chapel Restoration/Facilities & Grounds Office Project and Issue Change Order One to Careno Construction

Financing

Account	Description	Appropriation	Balance
4018.1.300.41951.4725.01105.18	CS Building Improvements CIP	225,734.00	225,734.00
4019.1.300.41951.4725.01105.19	CS Building Improvements CIP	31,391.88	31,391.88

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 Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

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**Agenda Item#: 7.B.
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Resolution Re: Reprogram Unexpended Bond Proceeds from the Cocheco Dam Retaining Wall project to Chapel Restoration/Facilities & Grounds Office Project and Issue Change Order One to Careno Construction

DOCUMENT HISTORY:

First Reading Date: 02/26/2020	Public Hearing Date: 03/11/2020
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		



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RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Cocheco Dam Retaining Wall 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 Cocheco Dam Retaining Wall project to Chapel Restoration/Facilities & Grounds Office project.

On October 25, 2017 the Dover City Council approved the FY2019 Capital Improvements Program (CIP) authorization for bonding of \$1,100,000 for the Central Falls Dam Repair project. This project came in under budget and is completed. Thereby, the existing funding for the Cocheco Dam Retaining Wall funds could be reprogrammed to an active project that needs additional funding.

The Facilities & Grounds Office project is 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 Cocheco Dam Retaining Wall project to the Facilities & Grounds Office project.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	332	Number of Responses:	7
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	Yes
Prices will hold for:	Fall 2020	Estimated Delivery:	As needed
Recommended Award to:	Careno Construction Company LLC	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 List](#)

City Manager's Report

March 11, 2020

Reporting on February 2020



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	46	331	342	456
Document Creation & Review Including Contracts	18	131	269	259
Right to Know Requests Processed	02	33	41	94
Resolutions	11	52	53	67
Ordinances	01	06	18	10

Customer Focused Outcomes: Right to Know Requests

Pursuant to RSA 91-A, the following Right to Know requests were received this month:

- Manchester, NH – SAU/HVAC Vendor Information
- Virginia – Returned/Uncashed checks, warrants, tax overpayments

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; Assistance with construction contract drafting; Assistance with Great Bay Draft General Permit;
Executive	Assistance with compliance questions; Assistance with various HR matters;
Fire & Rescue	Compliance inquiries; Enforcement inquiries;
Finance	Prepare and review various contracts, track and file City claims with Primex; address bankruptcy notices and issues;
Planning	Assistance with various agreements, easements, licenses, resolutions; Compliance assistance and research; Assistance with possible enforcement actions; Assistance with lot line restoration requests; Assistance with development agreements;
Police	Assistance with cost reimbursement and other questions; Assistance with grant contracts;
Public Library	No legal assistance needed.
Public Welfare	No legal assistance needed.
Recreation	Assistance with certain leases;
School	Assistance with contract issues and compliance questions;
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. The New Hampshire Supreme Court recently issued a decision affirming the trial court ruling.

(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 USCD in Concord. Case has been transferred to federal court in Ohio as part of a multi-district litigation consolidation.

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

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. Motion to reconsider denied. An appeal has been filed with the New Hampshire Supreme Court. City Attorney filed appearance in the appeal. A briefing schedule has been issued. The City's appeal brief is due in April 2020.

Mary Hebbard v. City of Dover, John & Karen Brough and Ryan Colbath: Served on City on 4.17.2019. Case is in general discovery. Trial is scheduled in May 2020. In February 2020, the City filed a partial motion for summary judgment.

Mary & Rick Hebbard v. City: Complaint filed in October 2019 concerning drainage in the Tanglewood subdivision. Case is in general discovery. Trial is scheduled in November 2020.

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:

Most business activity in the region showed signs of the caution brought on by the coronavirus epidemic, the nearly 1,200 point Dow-Jones slide in the last four days, all in the context of the seasonal first quarter slowdown following the Christmas holidays. The automotive sector reported some post holiday sales rate stabilization at reduced pricing after the previous sales declines. The manufacturing sector, including capital goods and aircraft related parts, is showing significant declines including some layoffs due to the economic paralysis engendered by the coronavirus in international trade and the Boeing MAX problems and the reduction in Asian tourism flights. Recent restaurant activity, with one exception, was reported as improving during the holiday period and beyond. Several downtown retailers reported greatly improved holiday sales year over year despite the "Amazon Effect". Staffing firms 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 single family home sales but multifamily residential projects continue strong. The Dover unemployment rate was stable at 2.0%. Planned modest wage increases are gaining momentum with prices increasing slightly to moderately in most sectors (2.0-3.0 %). Most contacts expect continued modest improvement going forward in the long term but expect some continued short term decline due to the coronavirus. Recent stock market volatility due to trade war fears and political uncertainties are being overcome by strong fundamentals in consumer markets in the long term. Most recently the US economy was growing at a record pace (GDP growth at 2.6% over Q2, 2019 but declining to 2% over the course of 2020). Mortgage interest rates most recently are falling within narrow ranges. 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 they continue to be helped by the First Fridays Art Walk events, the Dover Arts Festival and other recently planned Holiday sales events like the 20 in 2020 program with the cooperation of virtually all merchants, City wide. Service providers are generally faring better than product retailers. Successful product retailers have an on-line sales component.

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, eldercare facilities 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 low 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 2020 revenue growth in the services sector are in the 3% 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 but with three breakthrough projects beginning to buck the trend this coming month. The lack of at site utilities on Innovation Way has limited the developments considering that location. 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 to a very small degree. 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 positive 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 early March, 2020.

The rezoning committee report has been given to the Planning Board and will go on to the city Council for approval shortly.

See Local Major Development Projects Section below.

Residential Real Estate:

Residential real estate markets recently contributing strong performance on the Seacoast, have now begun to soften somewhat. Home buyer confidence still appears to be there for higher priced homes which seems counter intuitive. 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. Single family home sales were off 20% in December/ January. 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 another 6.7% year-over-year 2019-2020. Condo sales though somewhat mixed regionally, are up slightly locally as well, as are condo pricing and pending sales. Median sale prices in NH and in Dover increased again in the period for single family homes to the \$367,000 range. Pending sales suggest the markets for high-end single family houses and condos will continue, though somewhat abated, throughout 2020 with a probable more significant pause in growth late in late 2020 or early 2021.

Manufacturing & Related Services:

Most local manufacturers supplying domestic markets are now reporting mixed results with 25% reporting moderate 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 some operations at their Massachusetts HQ. Local manufacturing has grown 400 jobs this year but this month Safran and Albany International announced some layoffs due to the airline problems mentioned above. 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 very 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. The most recent trade agreements with Canada and Mexico will eventually with US manufacturing and farming revenues, the Phase 1 Chinese trade agreement is not expected to have a substantive positive effect. 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 is expected to cause a 30% reduction in local manufacturing activity for capital goods.. 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 now benefiting from the tax reform package. Locally we are seeing some confidence in long term 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 stable except in the airplane parts business.. 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. 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 short time left in 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 making 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. 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 FY2020 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 2021.

Retail & Tourism:

Retailers contacted for this period report year-over-year store sales up about 6% year over year. 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 slightly lower price cycle), has had no 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 product stores with no on-line marketing component. Many regional malls are being repurposed to other uses, including residential

development and fitness centers. 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 2020. 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 January, coming out of a relatively flat third quarter and better fourth quarter. Dover's current unemployment rate is 2.0 %. Salary increases for highly skilled employees are increasingly frequent as retention and attraction efforts multiply to sustain production. Exceptions are the recent layoffs by Safran Aerospace and Albany International in Rochester. Dover residents represent 20% of their employee population.

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 same range occurred 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 (River Mark) is underway
- Third Street Development (Changing Places) is nearing completion.
- Silver Square Development: Phase 1 completion, Phase 2 underway.
- 49,000 SF at 27 Production Drive is again up for sale.
- Cathartes Project (Orpheum is nearing completion).
- Well over \$100,000,000 in Dover development underway.
- Enterprise Park Developments suffering from "sticker shock" for new builds. Three projects expected to begin in 2020.
- Fosters Building sold for \$1.5 million / Kostis 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 is under construction.

Parking Division

Meter Activity

	January 2020	January 2019	January 2018
Meter Transactions	49,908	35,099	31,717
Income from Meters - Total	\$89,705	\$49,808	\$44,080
Income from Meters – Parking Garage	\$11,244	\$5,139	\$5700
Meter Days	25	21	21
Average Meter Transactions Per Day	1,996	1,671	1,510

	Fiscal YTD 2020	Fiscal Year 2019	Fiscal Year 2018
Meter Transactions	328,355	466,721	449,144
Income from Meters - Total	\$576,223	\$648,806	\$593,031
Meter Days	165	249	250
Average Meter Transactions Per Day	1,990	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
October 2019	32	\$140.00
November 2019	23	\$87.00
December 2019	28	\$102.00
January 2020	25	\$82.00

COAST

Ridership Activity

Month	Route 1	Route 2	Route 33 (FasTrans)
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
October 2019	6,490	17,249	1,160
November 2019	5,826	14,367	1,038
December 2019	5,565	13,017	1,102
January 2020	6,210	14,897	1,236

J. MICHAEL JOYAL, JR.
CITY MANAGER



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **City Hall, Council Conference Room**
Meeting Date: **Wednesday, February 26, 2020**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Ciotti led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Mayor Ciotti, Councilor Manley, Councilor O'Connor, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Cullen, Councilor Muffett-Lipinski, and Councilor Shanahan.

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

5. CITIZEN'S FORUM

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

Douglas DeDe, 143 Locust Street: He spoke in favor of the Waste Management contract.

William Stafford, 217 Washington Street: He asked if the City can make changes to the contract after it is signed. He hoped if improvements were made that the City would benefit from the cost savings.

Deborah Clough, 2 Towle Avenue: She spoke in favor of the Waste Management contract. She talked about the pooper scooper bags receptacles being empty, and the need to keep them stocked to encourage people to use them.

Lyn Peterson, 16 West Concord Street: She spoke in favor of the Waste Management contract.

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

6. DISCUSSIONS

A. SOLID WASTE AND RECYCLING CONTRACT

City Manager Joyal gave an overview of the bidding process for the Solid Waste and Recycling contract. He addressed Citizen's Forum comments regarding the contract and said they will address changes in the contract as they come up.

Community Services Director Storer gave a PowerPoint presentation regarding the Solid Waste and Recycling contract.



CITY OF DOVER

CITY COUNCIL - MINUTES

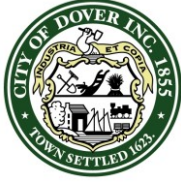
Meeting Type: **Workshop Session**
Meeting Location: **City Hall, Council Conference Room**
Meeting Date: **Wednesday, February 26, 2020**
Meeting Time: **6:00 pm**

7. ADJOURNMENT

Councilor O'Connor moved to adjourn; seconded by Councilor Manley.

Vote: 6/0/

Director Storer's PowerPoint presentation has been archived with these minutes.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: City Hall, Council Chambers Meeting Date: Wednesday, February 26, 2020 Meeting Time: 7:00pm
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1. CALL TO ORDER

2. ~~MOMENT OF SILENCE~~

3. ~~PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Mayor Ciotti, Councilor Manley, Councilor O'Connor, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Cullen, Councilor Muffett-Lipinski, and Councilor Shanahan.

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

5. PROCLAMATIONS/AWARDS

Mayor Carrier presented a Proclamation to the Dover Police Department.

6. APPROVAL OF AGENDA

Deputy Mayor Ciotti moved to approve the Agenda as presented; seconded by Councilor Williams.

Vote: 6/0.

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.

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

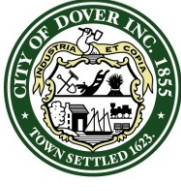
9. CITY MANAGER'S REPORT

City Manager Joyal presented his report in writing. He asked the representatives of the City's independent auditors from Melanson Health, Scott McIntire and Alina Korsak, to come forward to the podium.

Ms. Korsak gave an overview of the Comprehensive Annual Financial Report (CAFR) to the Council.

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

Vote: 6/0.

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Chambers</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, February 26, 2020</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Chambers	Meeting Date:	Wednesday, February 26, 2020	Meeting Time:	7:00pm
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Meeting Type:	Regular Meeting										
Meeting Location:	City Hall, Council Chambers										
Meeting Date:	Wednesday, February 26, 2020										
Meeting Time:	7:00pm										

10. APPROVAL OF MINUTES

A. February 12, 2020 – Workshop Session

Deputy Mayor Ciotti moved to approve the Minutes; seconded by Councilor Williams.
Vote: 6/0.

11. MAYOR'S REPORT

Mayor Carrier listed the meetings and events he attended in the past two weeks.
City Manager Joyal gave an overview of the meeting with the Department of Environmental Services (DES) to the Council.
Mayor Carrier said with the approval of this Mayor's report the Council will also be approving his recommendation for reappointments to the Cocheco Waterfront Development Advisory Committee for the following:
Matt Cox
Sean Fitzgerald
Kim Schuman
Carla Goodknight
Deputy Mayor Ciotti moved to accept the Mayor's Report; seconded by Councilor Thibodeaux.
Vote: 6/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2ND READING

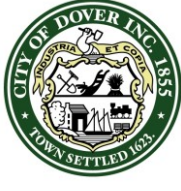
B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- B20024 CURBSIDE COLLECTION SERVICES-MUNICIPAL SOLID WASTE AND RECYCLING & B20012 DISPOSAL
(PREVIOUSLY TABLED; NOW BEING BROUGHT FORWARD)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved to take off the table; seconded by Councilor Thibodeaux.
Vote: 6/0.

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Williams.
Roll Call Vote: 6/0.

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Chambers</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, February 26, 2020</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Chambers	Meeting Date:	Wednesday, February 26, 2020	Meeting Time:	7:00pm
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Meeting Date:	Wednesday, February 26, 2020										
Meeting Time:	7:00pm										

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **BLOCK PARTY – Continuum Arts Collective**
2. **BLOCK PARTY – Seacoast Growers Association**
3. **ROAD RACE – Cochecho Challenge – First Parish Church**
4. **ROAD TOLL – American Cancer Society – March 7, 2020**
5. **ROAD TOLL – American Cancer Society – March 29, 2020**

6. **B19014 SIX WHEEL DUMP TRUCKS WITH EQUIPMENT**
SPONSORED BY MAYOR CARRIER BY REQUEST

7. **APPROVAL OF LEASE AGREEMENT WITH COMMUNITY PARTNERS
STRAFFORD COUNTY FOUNDATION**
SPONSORED BY MAYOR CARRIER BY REQUEST

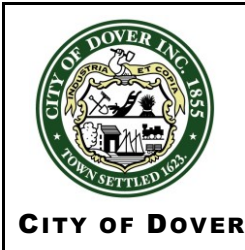
8. **APPROVAL OF LEASE AGREEMENT WITH REACH FOR THE TOP THERAPY
SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST

9. **APPROVAL OF LEASE AGREEMENT WITH UNITY OF THE SEACOAST**
SPONSORED BY MAYOR CARRIER BY REQUEST

10. **APPROVAL OF UTILITY EASEMENT - 169 SPUR ROAD**
SPONSORED BY MAYOR CARRIER BY REQUEST

11. **APPROVAL OF UTILITY EASEMENT – 175 SPUR ROAD**
SPONSORED BY MAYOR CARRIER BY REQUEST

12. **APPROVAL OF REVISION TO PHASED-IN AMOUNT OF ALL VETERANS’ TAX
CREDIT**
SPONSORED BY MAYOR CARRIER BY REQUEST



CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, February 26, 2020**
Meeting Time: **7:00pm**

COMMITTEE REPORTS

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

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

Mayor Carrier asked the Council if they had items they would like pulled for further discussion. Councilor Thibodeaux pulled Items 13.A.10., 13.A.11., and 13.A.12.

Roll Call Vote: 6/0.

Deputy Mayor Ciotti moved for the adoption of Item 13.A.10.; seconded by Councilor O'Connor. Roll Call Vote: 6/0.

Deputy Mayor Ciotti moved for the adoption of Item 13.A.11.; seconded by Councilor O'Connor. Roll Call Vote: 6/0.

Deputy Mayor Ciotti moved for the adoption of Item 13.A.12.; seconded by Councilor O'Connor. Roll Call Vote: 6/0.

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

Deputy Mayor Ciotti moved to accept the Joint Building Committee – Dover High School and Regional CTC Report; seconded by Councilor Manley.
Vote: 6/0.

Deputy Mayor Ciotti gave an overview of the Joint Building Committee – Garrison Elementary School Report to the Council. Final meeting will be March 10, 2020.

Deputy Mayor Ciotti moved to accept the Joint Building Committee – Garrison Elementary School Report; seconded by Councilor Thibodeaux.
Vote: 6/0.

 CITY OF DOVER	<table> <tr> <th colspan="2">CITY COUNCIL - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>City Hall, Council Chambers</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, February 26, 2020</td></tr> <tr> <td>Meeting Time:</td><td>7:00pm</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Chambers	Meeting Date:	Wednesday, February 26, 2020	Meeting Time:	7:00pm
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Meeting Time:	7:00pm										

Deputy Mayor Ciotti gave an overview of the Cocheco Waterfront Development Advisory Committee Report to the Council.

Deputy Mayor Ciotti moved to accept the Cocheco Waterfront Development Advisory Committee Report; seconded by Councilor Manley.

Vote: 6/0.

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

Deputy Mayor Ciotti moved to accept the Dover Main Street Report; seconded by Councilor Thibodeaux.

Vote: 6/0.

Mayor Carrier gave an overview of the Tri-Mayor Task Group Report to the Council.

Deputy Mayor Ciotti moved to accept the Tri-Mayor Task Group Report; seconded by Councilor Manley.

Vote: 6/0.

B. RESOLUTIONS

1. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM THE COCHECO DAM RETAINING WALL PROJECT TO CHAPEL RESTORATION/FACILITIES & GROUNDS OFFICE PROJECT AND ISSUE CHANGE ORDER ONE TO CARENO CONSTRUCTION (REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL) (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 11, 2020, WITH VOTE TO OCCUR ON MARCH 25, 2020)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved to refer to a Public Hearing on March 11, 2020; seconded by Councilor Manley.

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

Vote: 6/0.

C. ORDINANCES IN 1ST READING

1. **CHAPTER 9, SECTIONS 1-15 – BOARDS, COMMISSIONS AND COMMITTEES (TO BE REFERRED TO A PUBLIC HEARING ON MARCH 11, 2020)**
SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved to refer to a Public Hearing on March 11, 2020; seconded by Councilor Thibodeaux.

Vote: 6/0.

14. COUNCIL CORRESPONDENCE

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15. COUNCIL MATTERS OF INTEREST

Councilor Williams attended the National Fiscal Policy Institute's 7th Annual Conference and gave an overview to the Council.

Deputy Mayor Ciotti spoke about Dover Code Chapter 170 – Zoning being passed by the Planning Board, and said the next step is for the Council to have a workshop to discuss the changes.

16. ADJOURN

Councilor O'Connor moved to adjourn; seconded by Councilor Manley.
Vote: 6/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **City Hall, Councilor Conference Room**
Meeting Date: **Wednesday, March 4, 2020**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Muffett-Lipinski led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Mayor Ciotti, Councilor Cullen, Councilor Manley, Councilor Muffett-Lipinski, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor O'Connor and Councilor Shanahan.

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

5. CITIZEN'S FORUM

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

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

6. DISCUSSIONS

A. WAGE AND CLASSIFICATION STUDY

Dr. Rick Campbell gave a PowerPoint presentation regarding the Classification and Compensation Study to the Council.

B. PROPOSED REZONING

Assistant City Manager Parker gave a PowerPoint presentation regarding the proposed rezoning to the Council.

Councilor Muffett-Lipinski left the meeting.

C. COMMUNITY MASTER AND OPERATIONAL STRATEGIC PLANS

Assistant City Manager Parker gave a PowerPoint presentation regarding the Community Master and Operational Strategic Plans to the Council.

7. ADJOURNMENT

Deputy Mayor Ciotti moved to adjourn; seconded by Councilor Thibodeaux

Vote: 6/0.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Ordinance Number: O – 2020.02.26 – 002 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 1. Establishment 15. Joint Fiscal Committee	Agenda Item#: 12.A.1.

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is repeal the Joint Fiscal Committee.

2. AMENDMENT

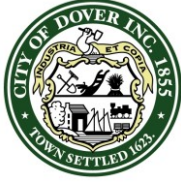
Chapter 9 entitled “Boards, Commissions and Committees” is hereby amended by revising Section - 1, “Establishment” as follows:

a. THE FOLLOWING SUBSECTION IS AMENDED:

§ 9-1 Establishment; general provisions.

A. There shall be the following boards, commissions and committees in the City of Dover: **[Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III)]**

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

 CITY OF DOVER	CITY OF DOVER - ORDINANCE	
	Agenda Item#: 12.A.1. Ordinance Number: O – 2020.02.26 – 002 Ordinance Title: Boards, Commissions and Committees Chapter: 9 Section: 1. Establishment 15. Joint Fiscal Committee	

(16) McConnell Center Advisory Committee.

(17) Parking Commission.

(18) Conservation Commission.

(19) Dover Pools Advisory Committee.

(20) Dover Housing Authority.

(21) Energy Commission.

(22) Downtown Dover Tax Increment Finance Advisory Board.

(23) Waterfront Tax Increment Finance Advisory Board.

(24) Heritage Commission.

B. All boards and commissions shall serve in an advisory capacity only, unless otherwise empowered by state statute, City Charter or ordinance.

C. All appointees to boards, commissions and committees shall serve for the term appointed and until a successor shall have been appointed and qualified. **[Amended 10-25-2017 by Ord. No. 2017.10.11; 5-8-2019 by Ord. No. 2019.04.24-008; at time of adoption of Code (see Ch. 1, General Provisions, Art. III)]**

- (1) Records of attendance shall be kept by the Chair of any board, commission or committee appointed by the City Council, on a form approved by the City Manager, and be submitted to the City Clerk following any meeting, along with the meeting minutes. A summary of the attendance records of members of boards, commissions and committees shall be provided to the City Council by the City Manager in January of each year for the prior twelve-month period.
- (2) A vacancy shall be created when any board, commission, or committee member is absent for four consecutive meetings or four regular meetings in any consecutive twelve-month period. The vacancy shall be filled by the City Council for the remainder of the term. The Chair of any board, commission or committee may, for good cause shown and set forth in the records of attendance and meeting minutes, excuse the absence of any member from a meeting. An excused absence set forth in the meeting minutes shall not be counted toward the four meetings described herein.
- (3) In the case of any member who may be removed from a board, commission, or committee pursuant to the Charter, state statute, or any other reason, the City Council may remove that member by majority vote following a hearing for which the member has been provided with at least 10 days' advanced written notice and an opportunity to be heard.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.02.26 – 002**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 1. Establishment
15. Joint Fiscal Committee

- D. Any appointments made to fill a vacancy in an unfulfilled term will be for the remainder of that term.
- E. All board and commission members shall be residents of the City of Dover except for those members presently serving. All exceptions shall be approved by the City Council.
- F. All boards, commissions and committees shall adopt rules subject to the approval of the City Council. Rules may contain provisions for the establishment of subcommittees consisting of members appointed by the City Council.
- G. The City Council may appoint a City Councilor as an ex officio nonvoting liaison to any board, commission or committee to report to the City Council on a periodic basis unless otherwise stated.
- H. The City Council shall appoint members to boards, commissions and committees to achieve a membership consisting of staggered terms to assure continuity in the functioning of boards, commissions and committees. Exceptions to the length of the term of appointment may be made by the City Council at the time of appointment to achieve staggered terms.
- I. Staff members may be assigned as liaisons to assist the board, commission or committee at the discretion of the City Manager.
- J. The City Council may appoint ad hoc committees for special projects for limited durations.
- K. All appointments of City Councilors as regular or alternate members of a board, commission or committee shall be on an ex officio nonvoting basis, unless otherwise stated in this chapter. Said appointment shall not exceed the two-year term of office. This provision applies prospectively.
- L. All appointments to committees, boards and commissions are made by the City Council unless otherwise stated in this chapter or law.
- M. Recording of meetings. All public meetings of the City Council and all boards, commissions, committees and subcommittees of the City shall be video or audio recorded. This subsection shall not apply to site walks, tours conducted by public bodies, special events and emergency meetings. In the event a recording is not an option for any reason, a public meeting shall continue without recording. A notation shall be made in the minutes of the meeting detailing the nature of the equipment failure. Written notice of the equipment failure shall be supplied to the City Manager within five business days of the meeting. Recordings shall be available for public inspection not more than five business days after the public meeting. Recordings shall be retained permanently or as long as the media used for the recordings permit.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.02.26 – 002**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 1. Establishment
15. Joint Fiscal Committee

3. REPEAL

Chapter 9 entitled “Boards, Commissions and Committees” is hereby amended by repealing Section 9-15, “Joint Fiscal Committee” as follows:

a. THE FOLLOWING SUBSECTION IS REPEALED:

~~§ 9-15 Joint Fiscal Committee.~~

~~[Amended 7-27-2016 by Ord. No. 2016.07.27-011]~~

- ~~A. Membership. The Joint Fiscal Committee shall consist of all elected members of the Dover School Board and the Dover City Council.~~
- ~~B. Terms of members. The members shall serve for the length of their respective terms on the Dover School Board and the Dover City Council.~~
- ~~C. Meetings and agendas. The Joint Fiscal Committee shall meet at dates and times mutually agreeable to the Chair of the School Board and the Mayor, but at least three times per year.~~
- ~~(1) The first regular meeting of the year shall be called to discuss the formulation of the annual budget and shall occur prior to February 1 of each year.~~
- ~~(2) The second regular meeting shall be called to discuss the general fund budget and shall occur prior to April 1 of each year.~~
- ~~(3) The third regular meeting of the year shall be called to discuss the Capital Improvements Plan (CIP) and shall occur prior to October 15 of each year.~~
- ~~(4) Other subjects may be discussed at any meeting pursuant to an advance agenda prepared by mutual agreement of the Chair of the School Board and the Mayor in consultation with their respective bodies.~~
- ~~(5) In addition, either the Chair of the School Board or the Mayor may initiate additional special meetings throughout the year by contacting his or her counterpart. An agenda for special meetings shall be prepared in advance by mutual agreement of the Chair of the School Board and the Mayor in consultation with their respective bodies.~~
- ~~(6) The location of meetings and seating arrangements shall be selected to promote effective communication, to enhance collegiality, and to honor the elected status of the members of each body on an equal basis.~~
- ~~(7) The Chair of the School Board and the Mayor shall alternate presiding over the meetings on a meeting by meeting basis.~~



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.02.26 – 002**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 1. Establishment
15. Joint Fiscal Committee

4. 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 Robert Carrier By request
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan M. Mistretta City Clerk		

DOCUMENT HISTORY:

First Reading Date:	02/26/2020	Public Hearing Date:	03/11/2020
Approved Date:		Effective Date:	

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.02.26 – 002**
Ordinance Title: Boards, Commissions and Committees
Chapter: 9
Section: 1. Establishment
15. Joint Fiscal Committee

ORDINANCE BACKGROUND MATERIAL:

At a Joint Fiscal Committee meeting on January 24, 2020, the attendees decided to streamline and improve collaboration between the City Council and School Board by instead forming a smaller committee composed of members from both bodies. A resolution is being submitted to City Council to form a Collaborative Committee in place of the Joint Fiscal Committee. In order to dissolve the Joint Fiscal Committee, by this ordinance Sections 9-1 and 9-15 are modified as stated above.



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

Check (✓) the type of application:

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

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

Organization Name: Wentworth-Douglass Health Foundation

Federal Tax ID number for Organization: 51-0491062

Check (✓) Nature of Organization:

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

Contact Person: Elizabeth VICTOR Day Time Telephone: 603-609-6801

Address: 789 Central Ave. Dover Email elizabeth.victor@wdhospitals.org

Purpose of Permit: Boothbay Harbor Getaway Raffle @ golf tournament

Date of Event: 6/22/20 Specific Time: 8-5

Location of Event: Cochecho Country Club

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

Prize (s) To Be Awarded: Boothbay Harbor Getaway

Cost of Ticket: \$25 each Date of Drawing: 6/22/20

Place of Drawing: Cochecho Country Club

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

<http://www.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: Elizabeth Victor DATE: 2/28/20

(duly authorized)

PRINTED NAME: Elizabeth Victor

Licensing Board Approval Tim S Date: 3/2/2020

CAF - Community Band



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

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

Organization Name: Greater Dover Chamber of Commerce

Federal Tax ID number for Organization: 02-0127246

Check (✓) Nature of Organization:

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

Contact Person: Morgan Faustino Day Time Telephone: (603) 742-2214

Address: 550 Central Avenue Email: events@dovernham.org

Purpose of Permit: Cochecho Arts Festival - Community Band

Date of Event: 7/2, 7/16, 7/30, 8/13 Specific Time: 7:30pm to 9:00pm (Setup 6-10pm)

Location of Event: Rotary Arts Pavilion Stage and Upper Henry Law Park

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau PPD

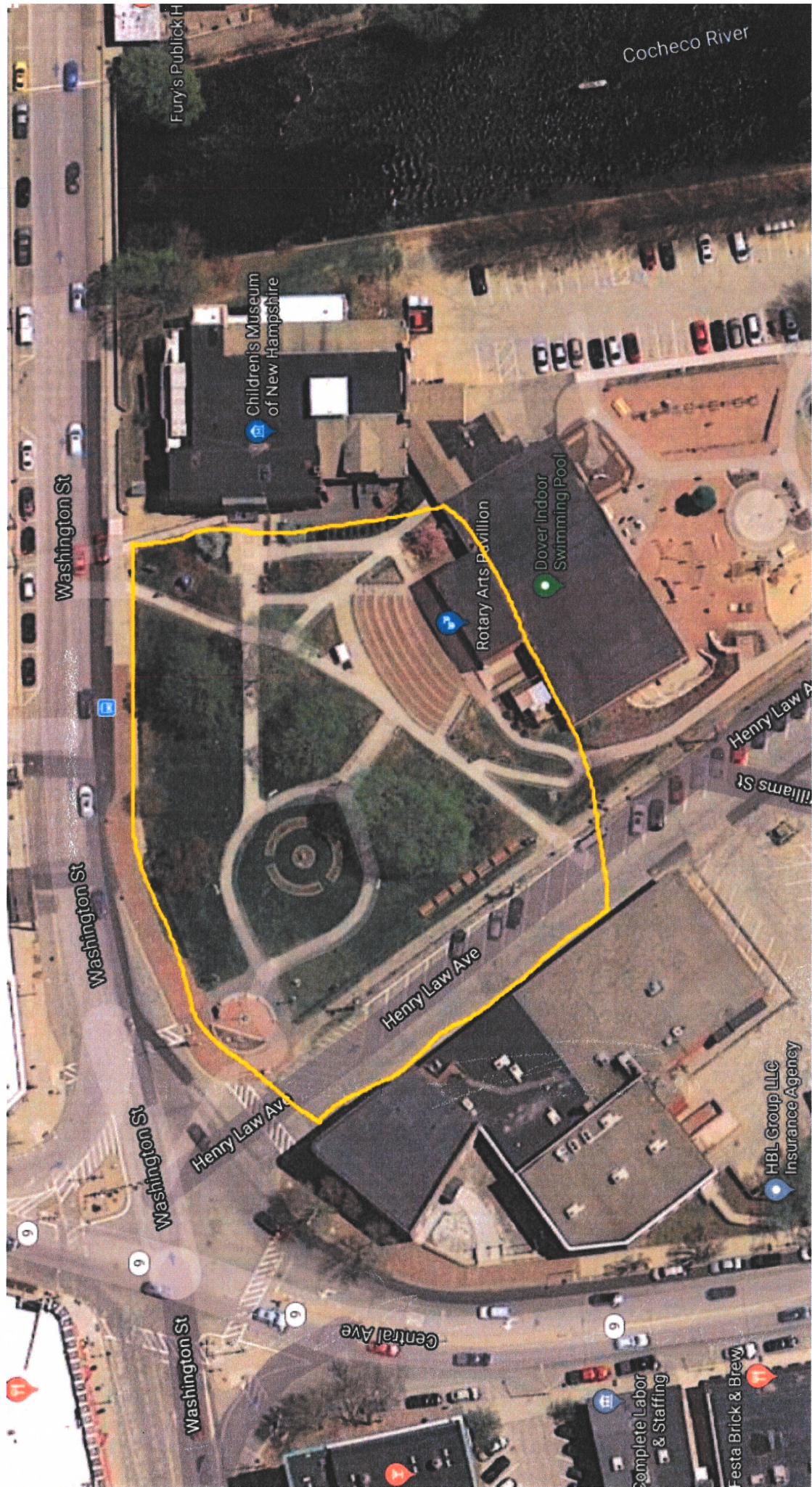
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: _____ DATE: 1/24/20

(duly authorized)

PRINTED NAME: Morgan Faustino

Licensing Board Approval [Signature] Date: 2/26/2020



CAF - kids



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

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

Organization Name: Greater Dover Chamber of Commerce

Federal Tax ID number for Organization: 02-0127246

Check (✓) Nature of Organization:

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

Contact Person: Morgan Faustino Day Time Telephone: (603) 742-2214

Address: 550 Central Avenue Email: events@dovernh.org

Purpose of Permit: Cochecho Arts Festival - Children's Series

Date of Event: 7/7, 7/14, 7/21, 7/28, 8/4 Specific Time: 10:30 - 11:15 am (Setup 9am - 12pm)

Location of Event: Rotary Arts Pavilion Stage and Upper Henry Law Park

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

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

Police Department Block Party Approval Signature: _____

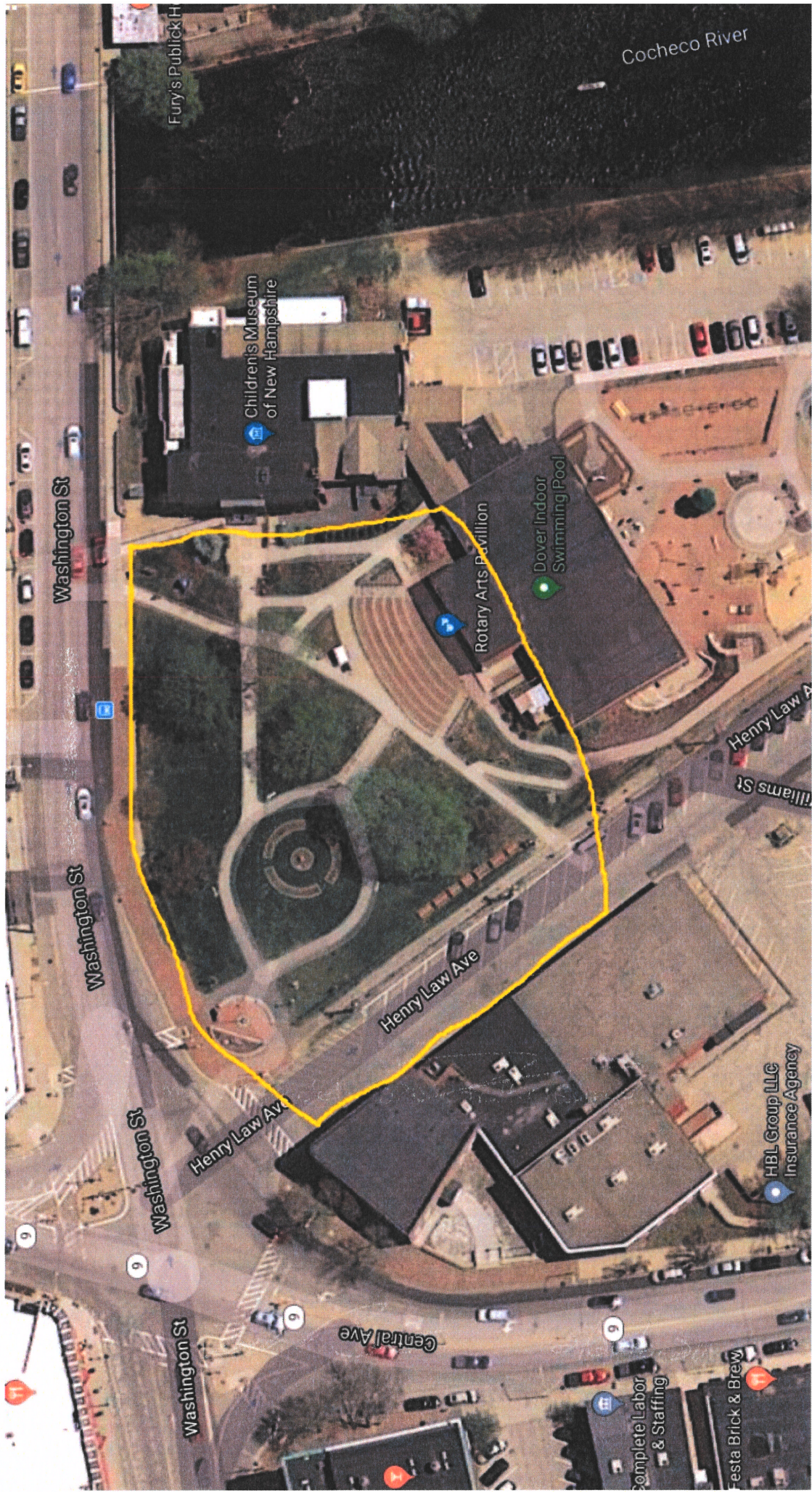
Printed Name: Sgt. Mark Speidel, DPD Traffic Bureau

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

SIGNATURE OF APPLICANT: _____ DATE: 1/24/20
(duly authorized)

PRINTED NAME: Morgan Faustino

Licensing Board Approval [Signature] Date: 2/26/2020





PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check (✓) the type of application:

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

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

Organization Name: Greater Dover chamber of commerce

Federal Tax ID number for Organization: 02-027246

Check (✓) Nature of Organization:

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

Contact Person: Morgan Faustino Day Time Telephone: (603) 742-2214

Address: 550 Central Avenue Email events@dovernham.org

Purpose of Permit: Cochecho Arts Festival - Headliner Series

Date of Event: 7/10, 7/17, 7/24, 7/31, 8/7 Specific Time: concert time 6:30-8:30 (set up 1-10pm)

Location of Event: Rotary Arts Pavilion Stage and Upper Henry Law Park

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

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

Police Department Block Party Approval Signature: _____

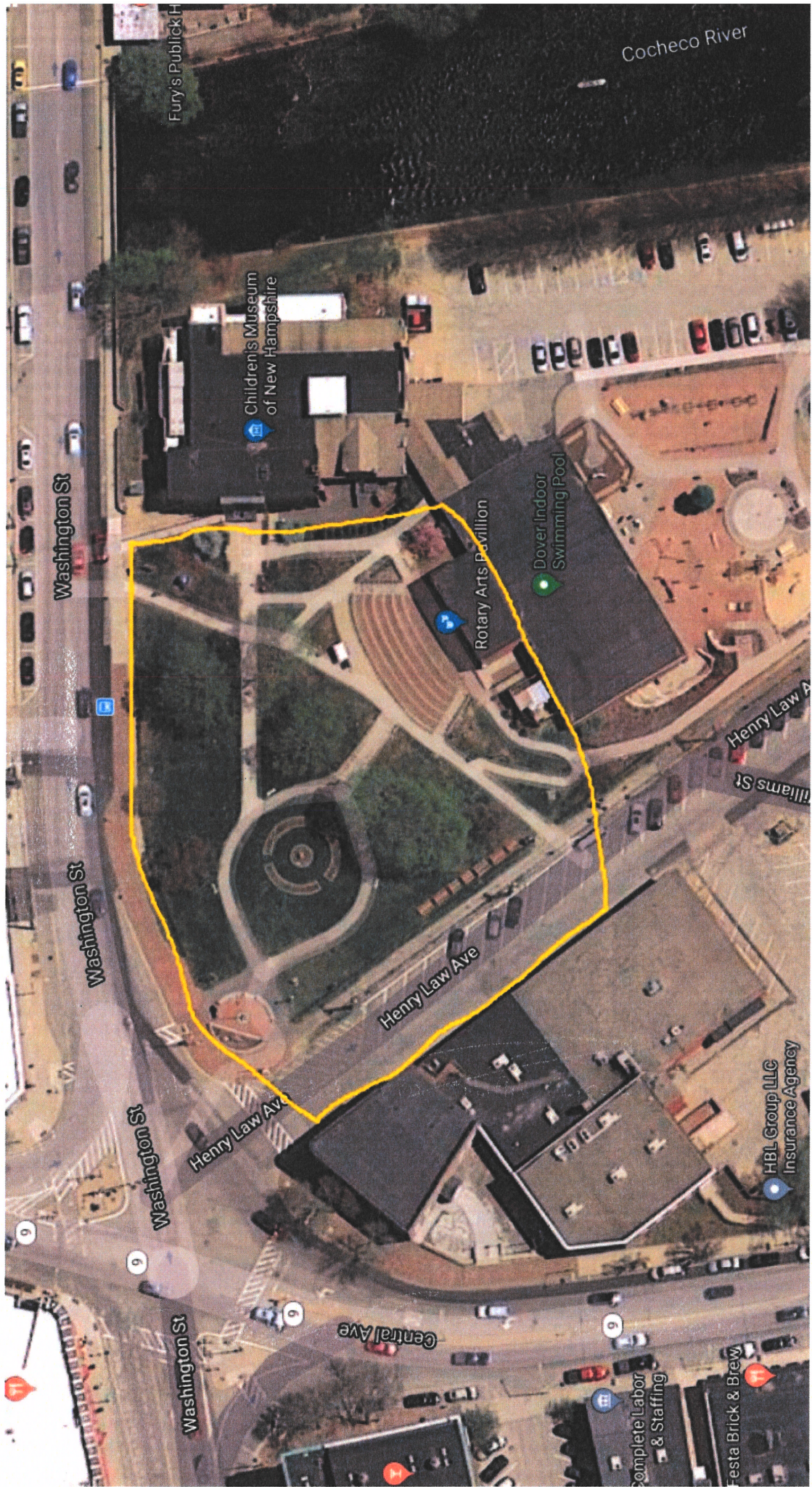
Printed Name: Sgt. Marn Speidel, PPD Traffic Bureau

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

SIGNATURE OF APPLICANT: _____ DATE: 1/24/20
(duly authorized)

PRINTED NAME: Morgan Faustino

Licensing Board Approval [Signature] Date: 2/26/2020



Cocheco River

Fury's Publick H

Children's Museum
of New Hampshire

Washington St

Rotary Arts Pavilion

Dover Indoor
Swimming Pool

Henry Law Ave
Williams St

Washington St

Henry Law Ave

Washington St

Henry Law Ave

HBL Group LLC
Insurance Agency

Central Ave

Complete Labor
& Staffing

Festa Brick & Brew

AHD



PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(☒) the type of application:

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

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

Organization Name: Greater Dover Chamber of Commerce

Federal Tax ID number for Organization: 02-0127246

Check (☒) Nature of Organization:

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

Contact Person: Morgan Faustino Day Time Telephone: (603) 742-2218

Address: 550 Central Avenue Email: events@dovernham.org

Purpose of Permit: Apple Harvest Day

Date of Event: Saturday October 3, 2020 Specific Time: 9am to 4pm

Location of Event: Downtown Dover

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

Prize (s) To Be Awarded: _____

Cost of Ticket: _____ Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, DPD Traffic Bureau

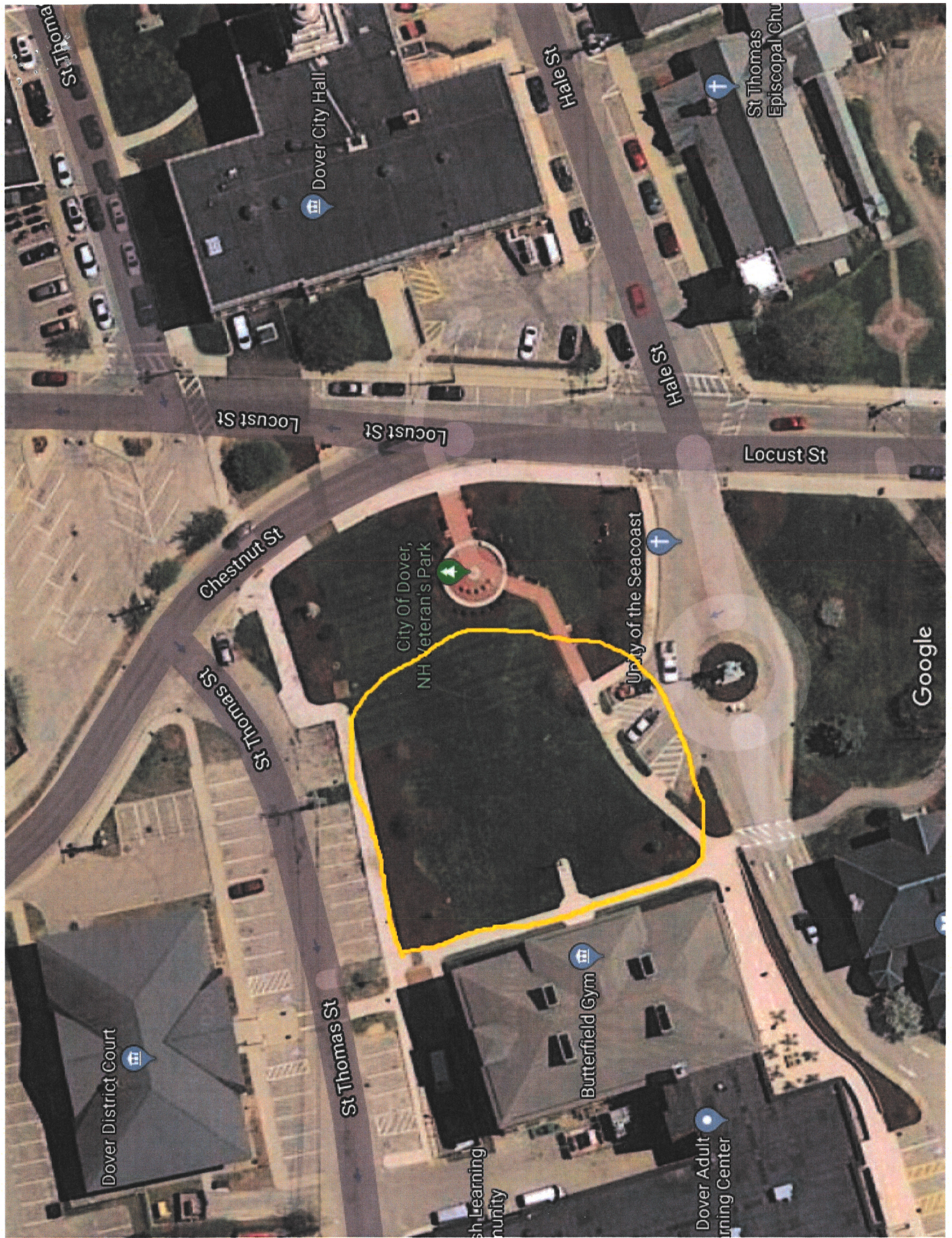
I CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I UNDERSTAND THAT THIS PERMIT IS ISSUED BY THE CITY COUNCIL PER the provisions of RSA 287-A, RSA 31:91 and/or RSA 286 and I agree to abide by the same.

SIGNATURE OF APPLICANT: [Signature] DATE: 1/17/20

(duly authorized)

PRINTED NAME: Morgan Faustino

Licensing Board Approval [Signature] Date: 2/26/2020



Google



AHD 5K



COI required.
MES

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

Check(☒) the type of application:

PARADE** ☒ , ROAD TOLL*** ☐ ,

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

Organization Name: Greater Dover Chamber of Commerce
Federal Tax ID number for Organization: 02-0127246

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Apple Harvest Day 5K

Contact Person: Morgan Faustino Day Time Telephone: (603) 742-2218

Address: 550 Central Avenue Email events@dovernh.org

Date of Event: Saturday, October 3, 2020 Specific Time: 8:30 am

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

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

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

Police Department Parade Route Approval Signature: [Signature]

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

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

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

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

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

SIGNATURE OF APPLICANT: [Signature] DATE: 1/17/20

(duly authorized)

PRINTED NAME: Morgan Faustino

Licensing Board Approval [Signature] Date: 2/26/2020

1/2015

Apple Harvest Day 5K

Dover, New Hampshire



USATF Certificate NH19003BK
Effective April 12, 2019 to December 31, 2029

Start/Finish not marked, miles marked with white paint & P-K Nails (UP = Utility Pole).

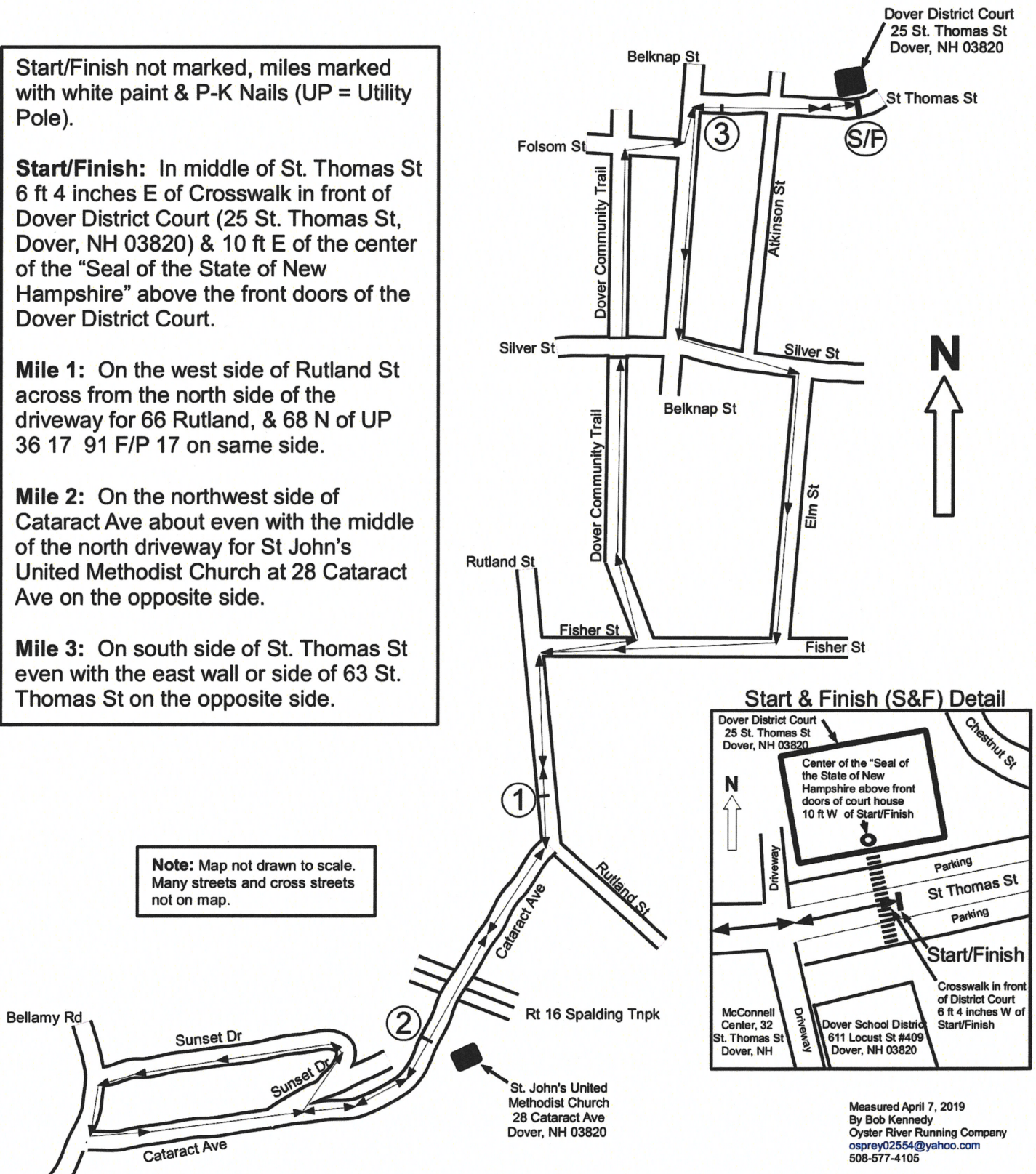
Start/Finish: In middle of St. Thomas St 6 ft 4 inches E of Crosswalk in front of Dover District Court (25 St. Thomas St, Dover, NH 03820) & 10 ft E of the center of the "Seal of the State of New Hampshire" above the front doors of the Dover District Court.

Mile 1: On the west side of Rutland St across from the north side of the driveway for 66 Rutland, & 68 N of UP 36 17 91 F/P 17 on same side.

Mile 2: On the northwest side of Cataract Ave about even with the middle of the north driveway for St John's United Methodist Church at 28 Cataract Ave on the opposite side.

Mile 3: On south side of St. Thomas St even with the east wall or side of 63 St. Thomas St on the opposite side.

Note: Map not drawn to scale. Many streets and cross streets not on map.





COI required
MES

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

5K RACE

Check(☒) the type of application:

PARADE** ☒ , ROAD TOLL*** _____

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

Organization Name: Horne Street School Parent Teacher Group
Federal Tax ID number for Organization: _____

Check(☒) Nature of Organization:

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

Name/Description of Event (if applicable): Horne Street School 5K

Contact Person: Kelly Borish/HSSPTG Day Time Telephone: 603-978-2033

Address: 78 Horne Street Dover, NH Email: 5K@hssptg.org

Date of Event: 9/13/2020 Specific Time: 9:00

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

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

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

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

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

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

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

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

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

SIGNATURE OF APPLICANT: HSS-PTG Kelly Borish DATE: 2/17/2020

PRINTED NAME: Kelly Borish (HSS PTG)

Licensing Board Approval [Signature] Date: 2/26/2020

Horne Street School 5K and Fran's Fitness Walk Course Map

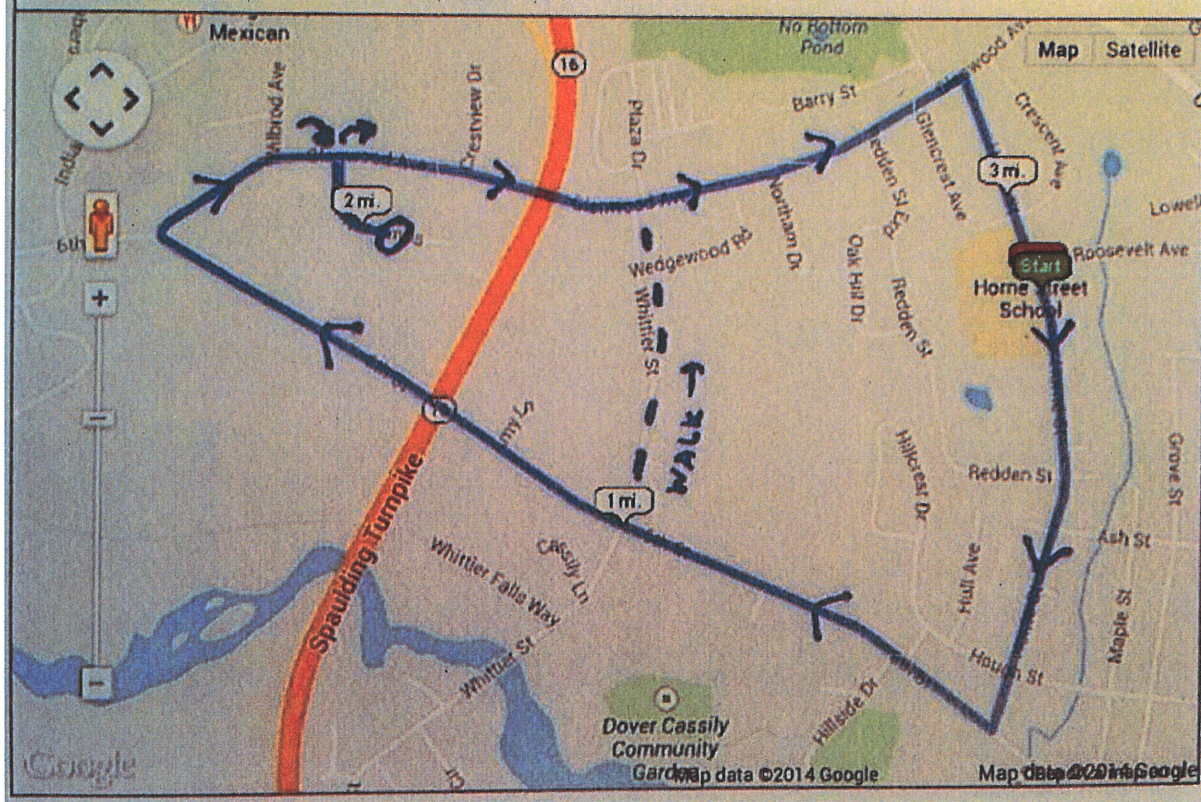
MES

Horne Street School 5K & 2 mile fitness walk

Distance: 3.10 miles / 5.00 km

Location: Start: Horne Street School
Dover, NH, US

Attributes: loop, mixed flat & hills, sidewalks





GOI required
(NES)

PERMIT APPLICATION
CITY OF DOVER, NEW HAMPSHIRE

Check(✓) the type of application:

PARADE** _____, ROAD TOLL*** ✓

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

Organization Name: Pope Memorial Humane Society - Cochecho Valley
Federal Tax ID number for Organization: 22-2561784

Check(✓) Nature of Organization:

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

Name/Description of Event (if applicable): Road Toll Fundraiser

Contact Person: Deborah Shelton Day Time Telephone: 603-749-5322 ext. 106

Address: 221 County Farm Rd Dover, NH Email: dshelton@popehumane.org

Date of Event: August 15, 2020 Specific Time: 10 am to 2 pm

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

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

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

Police Department Parade Route Approval Signature: _____

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

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

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

Road Toll Location: Intersection of Oak St & Central Ave in Dover

Police Department Road Toll Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau

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

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

SIGNATURE OF APPLICANT: Deborah W. Shelton DATE: 2/21/2020
(duly authorized)

PRINTED NAME: Deborah Shelton
Development Director

Licensing Board Approval [Signature] Date: 2/26/2020

Speidel, Marn

From: Speidel, Marn
Sent: Monday, February 24, 2020 2:07 PM
To: 'dshelton@popememorialcvhs.org'
Subject: Road Toll 8/15/2020

Greetings Ms. Shelton,

I am writing to acknowledge your application for a road toll fundraiser to be held in proximity to the Central/Oak intersection on August 15, 2020. The permit application will be processed through the Licensing Board and eventually by the Dover City Council. Two conditions must be met: first, as detailed on the permit application form, please be prepared to provide a Certificate of Insurance naming the City as certificate holder and as additional insured, within the limits specified in the clause. The certificate need only be provided to me, at least two weeks before the event itself. Second, the police department will also require that you provide approximately two dozen traffic cones to allow you to set up pull-off lanes for motorists who wish to participate/donate at your road toll.

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

Regards, Marn Speidel

Sgt. Marn Speidel
Dover Police Department
46 Chestnut Street
Dover, NH 03820
(603) 742-4646



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

Check(✓) the type of application:

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

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

Organization Name: Townsquare Media

Federal Tax ID number for Organization: _____

Check (✓) Nature of Organization:

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

(Describe) Free Community Concert

Contact Person: Sarah Sullivan Day Time Telephone: 603-496-2373

Address: 292 Middle Rd. Dover Email: sarah.sullivan@townsquaremedia.com

Purpose of Permit: Shark in the Park

Date of Event: Wed. 7/8, 7/15 Specific Time: 6-8pm

Location of Event: Henry Law Park 7/22, 7/29, 8/5 - Rain date - 8/12

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

Prize (s) To Be Awarded: _____

Cost of Ticket: Free Date of Drawing: _____

Place of Drawing: _____

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

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

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

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

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

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, DPD Traffic Bureau

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

SIGNATURE OF APPLICANT: [Signature] DATE: 2/5/2020
(duly authorized)

PRINTED NAME: Sarah Sullivan

Licensing Board Approval [Signature] Date: 2/6/2020





CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10

Resolution Number: **R – 2020.3.11 – 032**

Resolution Re: B17003 Siemens Industries Inc Additional Scope of Work
for Jenny Thompson Pool Heater Replacement

WHEREAS: Sealed (RPF) Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am for (HVAC) Heating, Ventilation and Air Conditioning equipment maintenance and repair services for a locked in two-year agreement with the option to renew an additional three, one-year terms, at mutually agreed upon rates; and

WHEREAS: The City received an estimate of cost for the Jenny Thompson Pool Heater Replacement. The scope of work is to provide and install the replacement natural gas commercial high efficiency pool heater. In addition, the replacement boiler will follow the venting path of existing boiler where the replacement of a portion of the flue and reuse of existing flashing and exterior venting materials, as well as attachment of piping to existing boiler and reuse of existing piping paths and configuration will be performed. Total cost of project of \$50,050.00 thereby requiring council approval; and

WHEREAS: Per Dover Code 3-36B Exemptions from Competitive Bidding: Competitive bidding may be waived by 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 to Siemens Industry, Inc of Scarborough ME for the heater replacement for the Jenny Thompson Pool in the amount of \$50,050.00. 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
4021.1.350.45125.4741.05121.21	Thompson Pool, Mach & Equip	50,000.00	50,000.00
1000.1.350.45125.4741.00000.00	Thompson Pool, Mach & Equip	4,000.00	4,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
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.10

Resolution Number: **R – 2020.3.11 – 032**

Resolution Re: B17003 Siemens Industries Inc Additional Scope of Work
for Jenny Thompson Pool Heater Replacement

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10

Resolution Number: **R – 2020.3.11 – 032**

Resolution Re: B17003 Siemens Industries Inc Additional Scope of Work
for Jenny Thompson Pool Heater Replacement

RESOLUTION BACKGROUND MATERIAL:

The City received an estimate of cost for the Jenny Thompson Pool Heater Replacement. The scope of work is to provide and install the replacement natural gas commercial high efficiency pool heater. In addition, the replacement boiler will follow the venting path of existing boiler where the replacement of a portion of the flue and reuse of existing flashing and exterior venting materials, as well as attachment of piping to existing boiler and reuse of existing piping paths and configuration will be performed. Total cost of project of \$50,050.00 thereby requiring council approval.

Bid Information:

Sealed Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	109	Number of Responses:	1
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:	Siemens Industries Inc	Fund:	Various
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

[B17003 Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2020.03.11 – 033**
Resolution Re: B17003 Siemens Industries Inc Additional Scope of Work
for McConnell Center Cooling Tower

WHEREAS: Sealed (RPF) Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am for (HVAC) Heating, Ventilation and Air Conditioning equipment maintenance and repair services for a locked in two-year agreement with the option to renew an additional three, one-year terms, at mutually agreed upon rates; and

WHEREAS: The City received a cost proposal for the repair of the McConnell Center cooling tower. The scope of work includes the removal of existing cooling tower motor, installation of new cooling tower motor, bearings, shaft, pulleys and belts, as well as start-up and operational checks. Total cost of project is \$26,780.00 thereby requiring council approval; and

WHEREAS: Per Dover Code 3-36B Exemptions from Competitive Bidding: Competitive bidding may be waived by 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 to Siemens Industry, Inc of Scarborough ME for the repair of the McConnell Center cooling tower in the amount of \$26,780.00. 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
3389.1.350.41941.4725.00000.98	McConnell Ctr-Building Improv	20,000.00	15,968.00
3381.1.350.41941.4725.00000.00	McConnell Ctr-Building Improv	20,000.00	8,634.50
3381.1.350.41941.4652.00000.00	McConnell Ctr-Maint Supplies	5,000.00	1,766.00
3381.1.350.41941.4432.00000.00	McConnell Ctr-Maint Charges	1,000.00	1,000.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
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.11.

Resolution Number: **R – 2020.03.11 – 033**
Resolution Re: B17003 Siemens Industries Inc Additional Scope of Work
for McConnell Center Cooling Tower

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.11.

Resolution Number: **R – 2020.03.11 – 033**
Resolution Re: B17003 Siemens Industries Inc Additional Scope of Work
for McConnell Center Cooling Tower

RESOLUTION BACKGROUND MATERIAL:

The City received a cost proposal for the repair of the McConnell Center cooling tower. The scope of work includes the removal of existing cooling tower motor, installation of new cooling tower motor, bearings, shaft, pulleys and belts, as well as start-up and operational checks. Total cost of project is \$26,780.00 thereby requiring council approval.

Bid Information:

Sealed Request for Proposal #B17003 was solicited and received on January 25, 2017 @ 11:00am.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	109	Number of Responses:	1
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:	Siemens Industries Inc	Fund:	Various
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

[B17003 Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.12.

Resolution Number: **R – 2020.03.11 – 034**
Resolution Re: Restoration of Merged Lots (33 New Rochester Road,
Dover)

- WHEREAS: NH RSA 674:39-aa (Supp. 2011) allows property owners whose property has been involuntarily merged by a municipality prior to September 18, 2010 to apply to the City Council to unmerge the lots; and
- WHEREAS: Wolcott Holdings, LLC, is the owner of property at 33 New Rochester Road, Dover (Assessor's Map 39, Lot 63) made up of seven (7) original lots which have been merged into one (1); and
- WHEREAS: Wolcott Holdings, LLC has submitted an application to restore four (4) of the original lots (shown as Tax Map 39, Lots 63-1, 63-1A, 63-2, and 63-2A on the accompanying plan dated January 20, 2020 by Trittech Engineering Corporation); and
- WHEREAS: While the City records show that three of the seven (7) original lots were voluntarily merged, there is insufficient indication in the chain of title or otherwise that the remaining four (4) original lots were voluntarily merged.

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

Pursuant to RSA 674:39-aa, the lot restoration application of Wolcott Holdings, LLC is approved and the former lot lines of the four lots referenced above (shown as Tax Map 39, Lots 63-1, 63-1A, 63-2, and 63-2A on the accompanying plan dated January 20, 2020 by Trittech Engineering Corporation) located at 33 New Rochester Road, Dover (Assessor's Map 39, Lot 63) are hereby restored, as shown on the plans submitted and contained within the property deeds.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By request

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

Recorded by: Susan M. Mistretta
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.12.	
Resolution Number: R – 2020.03.11 – 034 Resolution Re: Restoration of Merged Lots (33 New Rochester Road, Dover)		

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Ordinance does does not pass.		

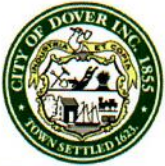
RESOLUTION BACKGROUND MATERIAL:

RSA 674:39-aa allows property owners whose property has been involuntarily merged by a municipality to apply to the City Council to unmerge the lots. The statute requires an absence of any overt action or conduct that indicates that the owner regarded the lots as merged including, but not limited to, abandoning a lot line. If the owner has committed such an act or engaged in such conduct, the merger is considered voluntary and the only way to separate the lots would be by a subdivision. The burden of demonstrating that a merger was voluntary is on the municipality.

In this instance, the applicant acknowledges that three of the lots containing an existing house have been voluntarily merged. However, the remaining four lots are not encumbered by a structure. The only other circumstanced located by City staff that indicates voluntary merger of those four lots is their conveyance as a single tract which, standing alone, is insufficient to preclude lot line restoration, *see Roberts v. Town of Windham*, 165 N.H. 186 (2013).

For reference, the following documents accompany this resolution:

- The Owner’s completed Application for Lot Restoration as reviewed by the City Assessor and Zoning Administrator (with deed attached);
- Excerpt of a historical plan entitled “Plan of Lots at Lakeview Park Dover, NH” dated June 1904;
- A stamped plan prepared by Trittech Engineering Corporation entitled “Lot Line Restoration Plan, Wolcott Holdings, LLC, 33 New Rochester Road, Dover, New Hampshire” dated January 20, 2020.



City of Dover, New Hampshire APPLICATION FOR LOT RESTORATION

[Revision Date: July 27, 2017]

RECEIVED
Planning Office

Office Use Only

Date Received

JAN 24 2020

Dover, New Hampshire

In accordance with RSA 674:39 aa, lots or parcels that were involuntarily merged by municipal action for zoning, assessing, or taxation purposes prior to September 18, 2010 shall be restored to their premerger status provided that request is submitted to the City Council prior to December 31, 2021 and no owner in the chain of title voluntarily merged his or her lots.

APPLICANT AND OWNER INFORMATION

Name of Applicant: Wolcott Holdings, LLC Telephone # (603) 765-6305
Address of Applicant: 171 Columbus Avenue E-Mail Address jwolcott3@yahoo.com
Name of Property Owner (if different from applicant): _____ Telephone # _____
Address of Property Owner: _____ E-Mail Address _____

PROPERTY INFORMATION

Assessor's Map # 39 Lot # 63 Zoning District(s) O - Office

Please provide:

- A Copy of the deed for the parcel(s)/lot(s)
- A Copy of any recorded plans or surveys which may depict the premerger configuration of any lots.
- If any part of the existing map/lot is improved by a structure, the applicant must provide a signed & stamped as-built survey which reflects the location of the structure.
- If the applicant is someone other than the property owner, a letter from the property owner authorizing the applicant to submit this application and make the request to restore the property owner's lot(s) to pre-merger status.

REQUEST CERTIFICATION

I/we hereby verify by signing this application that I/We understand that the restoration of the lots to their premerger status shall not cure any non-conformity with existing land use ordinances. It is further understood that the above described lots shall no longer be assessed as one lot for property tax evaluation purposes.

Signature of Property Owner: [Signature] Date: 1/25/20

Signature of Applicant (if different from owner): _____ Date: _____

=====

(For Office Use Only)

In accordance with RSA 674:39 aa, we have found no evidence of voluntary lot merger.

Tax Assessor [Signature] Date 2/26/20

Zoning Administrator [Signature] Date 2/25/2020

150-153 Should be restored.

TRITECH

ENGINEERING CORPORATION

755 CENTRAL AVENUE
DOVER, NEW HAMPSHIRE 03820

TELEPHONE 603.742.8107
FACSIMILE 603.742.3830

January 20, 2020

RECEIVED
Planning Office

JAN 24 2020

Dover, New Hampshire

Christopher G. Parker, AICP
Assistant City Manager
City of Dover, Planning Department
288 Central Avenue
Dover, New Hampshire 03820

**Subject: Lot Restoration
Wolcott Holdings, LLC
33 New Rochester Road
Dover Tax Map 39 Lot 63
Dover, New Hampshire
Job No. 19138**

Dear Christopher:

The property identified as City of Dover Tax Map 39 Lot 63 is owned by Wolcott Holdings, LLC. with James R. Wolcott as its managing member (see attached Warranty Deed). On behalf of Mr. Wolcott we are submitting this Application for Lot Restoration. Said property is also identified as lot 147, 148, 149, 150, 151, 152 and 153 as shown on the enclosed plan entitled "Plan of Lots at Lakeview Park, Dover, NH" dated June 1904 and recorded at the Strafford County Registry of Deeds as Plan Pocket 7, Folder 2, Plan 8.

We believe that lots 147, 148 and 149 were voluntarily merged due to the construction of the existing house and the associated improvements. We also believe that lots 150, 151, 152 and 153 were involuntarily merged by municipal action prior to September 18, 2010 and should be restored to their premerger status in accordance with NHRSA674:39 aa.

The enclosed plan entitled "Lot Restoration Plan, Wolcott Holdings, LLC, 33 New Rochester Road, Dover, NH" dated January 20, 2020 depicts Mr. Wolcott's property with said lots restored, as requested.

Should the City concur with this lot restoration request, Mr. Wolcott intends to file Lot Merger Requests for lots 150 and 151 as well as lots 152 and 153. The end result would be: lots 147, 148, and 149 making up a lot containing the existing house and garage, lots 150 and 151 would make up a building lot, and lots 152 and 153 would make up a second building lot.

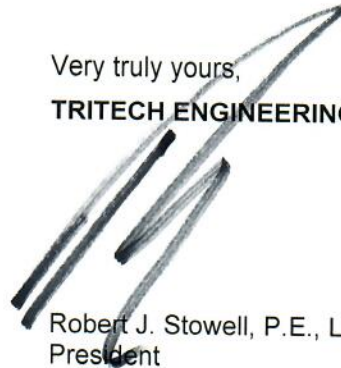
Enclosed please find the supporting documentation:

- Full size copy of the Lot Restoration Plan,
- Application for Lot Restoration,
- Plan of Lots, Lakeview Park, Dover, NH. Dated June 1904,
- The current warranty deed to Wolcott Holdings, LLC.

Christopher Parker
January 20, 2020
Page 2 of 2

Please advise should you have any questions.

Very truly yours,
TRITECH ENGINEERING CORP.

A handwritten signature in dark ink, appearing to read 'R. Stowell', is written over the company name.

Robert J. Stowell, P.E., L.L.S.
President

RJS / cmp
Enclosures
\\19138RestorationLtr.docx

JAN 24 2020

Dover, New Hampshire

E-Doc # 190016390
Book 4709 Page 309

11/15/2019 02:40:01 PM
Page 1 of 2

Catherine A. Berube
Register of Deeds, Strafford County
LCHIP STA150545 25.00
TRANS TAX ST849552 3,750.00

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS that, **Ryan A. Doubleday**, a single person, with an address of 14 Doane Road, Medford, MA 02155, for consideration paid, grant to **Wolcott Holdings, LLC**, a New Hampshire Limited Liability Company, with an address of 171 Columbus Avenue, Dover, NH 03820,

with **WARRANTY COVENANTS**, the following described premises:

Three certain tracts of land with the buildings thereon being located on New Rochester Road, City of Dover, County of Strafford, and State of New Hampshire:

TRACT I:

A certain tract of land, with the buildings thereon, situated in the City of Dover, lying on the easterly side of New Cement Road, so-called, leading from Dover to Rochester, being Lots 148 and 149 at Lakeview Park, so-called, as surveyed by William A. Grover, Civil Engineer, filed in the Strafford County Registry of Deeds as Plan No. 8, Pocket 7, Folder 2, to which plan reference may be made for a more particular description.

TRACT II:

A certain parcel of land, with the buildings thereon, situated on the southerly side of Gage Street, in the City of Dover, shown as Lot No. 62 on Sheet No. 39 of the City of Dover Assessor's Plans, being Lots 150-153, inclusive, on a Plan entitled "Lakeview Park, Dover, N.H., M.C., Meagher, Trustee, dated June 1904, William A. Grover, C.E., a copy of which is filed with the Strafford County Registry of Deeds at Book 332, rear pocket, bounded and described as follows:

Beginning at a point in the southerly sideline of Gage Street, said point also being the junction of the northeasterly corner of the herein described premises with the northwesterly corner of Lot No. 154;

1. Southerly, by the westerly line of Lot No. 154, a distance of 100' to the northeasterly corner of Lot No. 138;
2. Westerly, by the northerly line of Lots 138-141, inclusive, a distance of 100' to the southeasterly corner of Lot No. 146;
3. Northerly, by the easterly line of Lots 146-149, inclusive, a distance of 100' to the southerly sideline of Gage Street;
4. Easterly, a distance of 100' to the point of beginning.

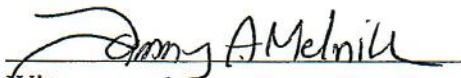
TRACT III:

Also, a certain lot of property, with the buildings thereon, situated on Rochester Road, so-called, in said City of Dover, being Lot No. 147 on a Plan of Lots of Lakeview Park, Dover, New Hampshire, said Lot No. 147, being located between Gage Street and Lake Street, so-called, and having a frontage of 25' on said Rochester Road, being 100' in depth.

Subject to all matters shown on Plan No. 8, Pocket 7, Folder 2.

Meaning and intending to describe and convey the same premises conveyed to Ryan A. Doubleday by Quitclaim Deed of Jessica L. Johnson, dated June 6, 2019 and recorded in the Strafford County Registry of Deeds at Book 4662, Page 161.

Witness my hand this 15 day of November, 2019.

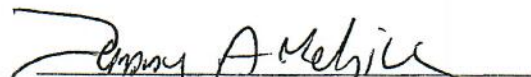

Witness

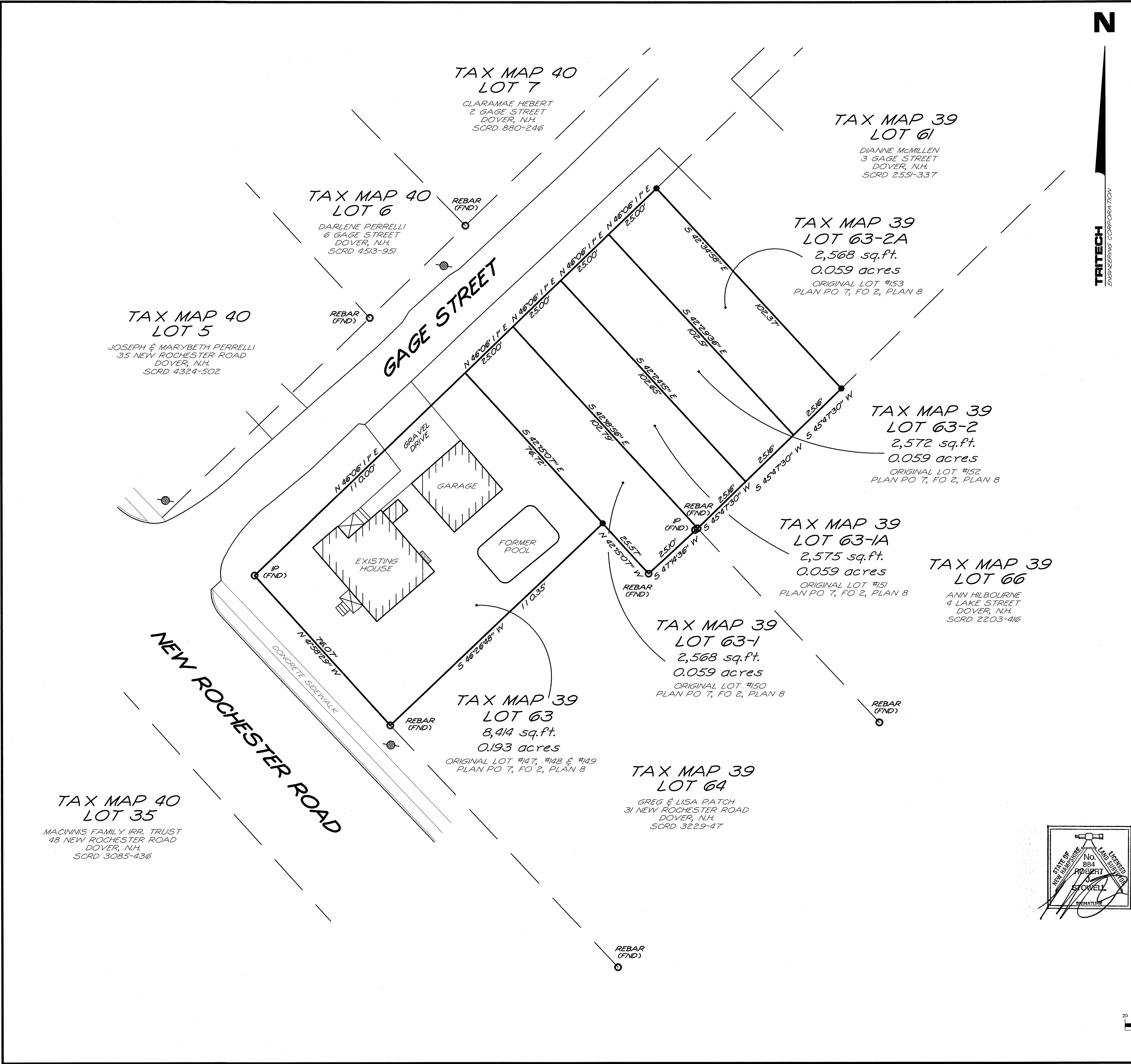

Ryan A. Doubleday

**STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD**

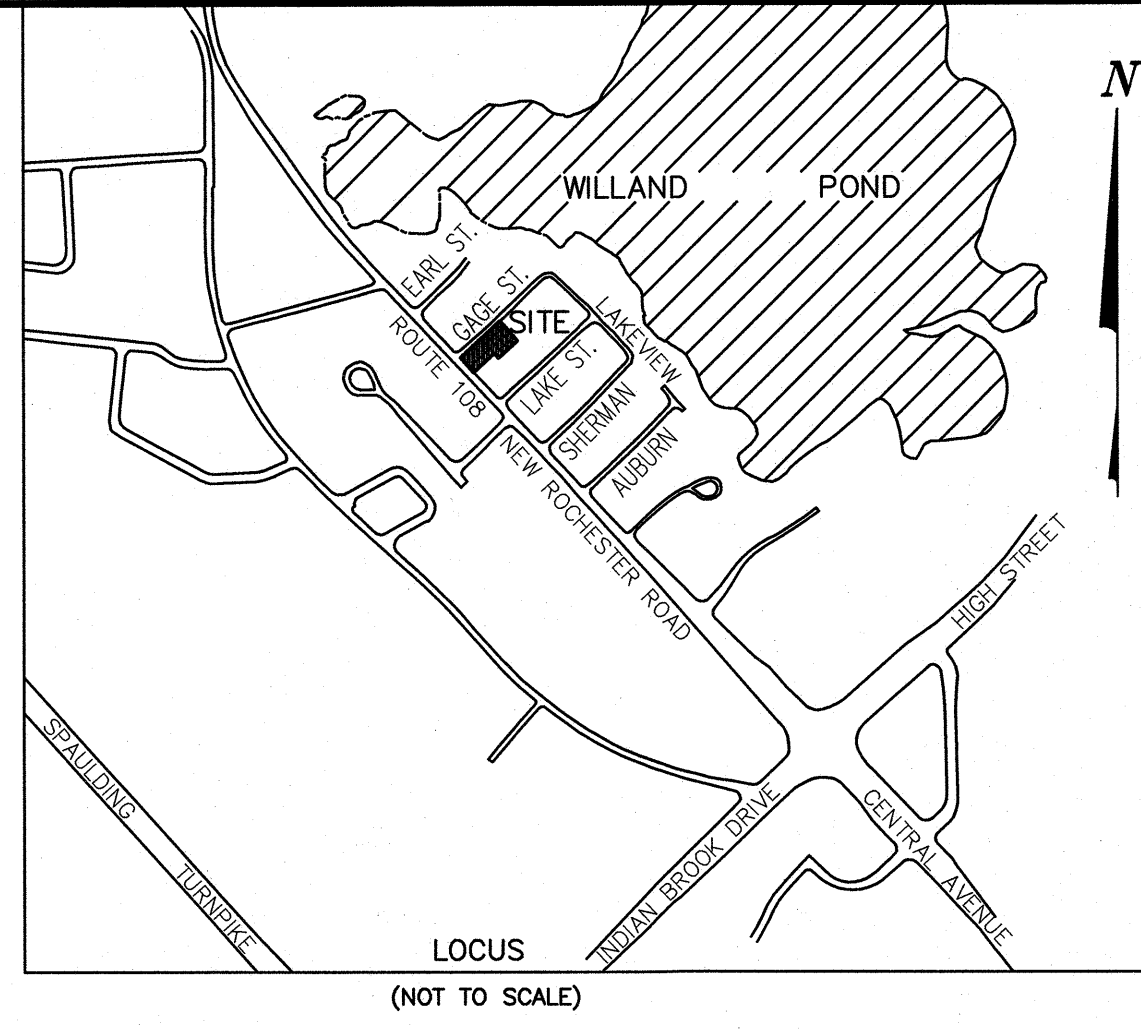
On the 15 day of November, 2019, before me, personally appeared, **Ryan A. Doubleday**, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument and acknowledged that he/she executed the same for the purposes therein contained as their free act and deed.




Notary Public
My commission expires:



TRITECH
ENGINEERING CORPORATION

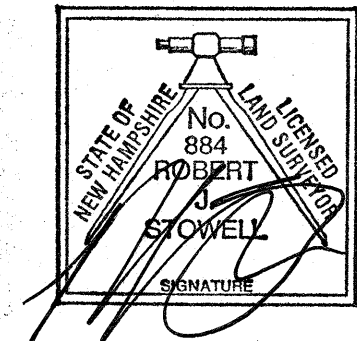


- NOTES**
- 1.) INTENT: TO SHOW THE PROPOSED LOT RESTORATION OF MAP 39 LOT 63. RESTORING IT TO THE ORIGINAL LOT #147, LOTS #148 & #149 (COMBINED), AND LOTS #150 THROUGH #153, FROM THE ORIGINAL SUBDIVISION PLAN, RECORDED IN THE SCRD POCKET 7, FOLDER 2, PLAN #8. SEE RSA 674:39 aa.
 - 2.) CURRENT OWNER: WOLCOTT HOLDINGS, LLC
171 COLUMBUS AVENUE
DOVER, NEW HAMPSHIRE
 - 3.) TOTAL PARCEL AREA: MAP 39 LOT 63: 18,698 SQ.FT. - 0.429 ACRES
 - 4.) TAX MAP 39 LOT 63
 - 5.) CURRENT DEED: BOOK 4709 PAGE 309
 - 6.) SUBJECT PARCEL ARE LOCATED IN THE CITY OF DOVER, COUNTY OF STRAFFORD AND THE STATE OF NEW HAMPSHIRE.
 - 7.) PROJECT PLAN REFERENCE: PLAN OF LOTS
AT LAKEVIEW PARK, DOVER, N.H.
OWNED BY M.C. MEACHER
MAYRAND LAND CO.
WILLIAM A. GROVER
JUNE 1904 SCRD PO #7 FO #2 PLAN #8
 - 8.) ZONING: O -OFFICE
MIN. LOT SIZE: 10,000 SQ.FT.
MIN. FRONTAGE: 100 FT
MIN. SETBACKS:
FRONT: 12 FT
SIDE: 10 FT
REAR: 15 FT
 - 9.) THE RAW UNADJUSTED CLOSURE OF OUR RANDOM POINT TRAVERSE WAS 1 PART IN 65,000, AND WAS ACCOMPLISHED USING A TOPCON GT 503 TOTAL STATION, DURING THE MONTH OF DECEMBER, 2019.
 - 10.) BASIS OF BEARING: BEARING SYSTEM BASED ON GPS FIELD OBSERVATIONS ON DECEMBER 17, 2019 USING TOPCON HIPER SR RECEIVERS AND OPUS CORRECTED ON DECEMBER 19, 2019. DATUM BASED ON NEW HAMPSHIRE STATE PLANE COORDINATES SPC (2800 NH), (VERTICAL DATUM: NAVD 88).

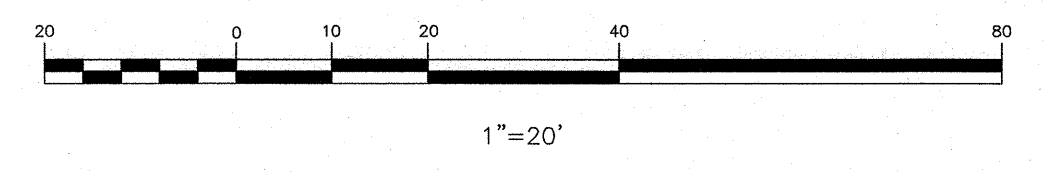
"I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

DATE: Jan. 20, 2020

ROBERT J. STOWELL, LLS #884



- LEGEND**
- 5/8" REBAR W-ID CAP SET
 - x — WIRE FENCE
 - o — STOCKADE FENCE
 - UTILITY POLE



TRITECH ENGINEERING CORPORATION	785 CENTRAL AVENUE DOVER NEW HAMPSHIRE 03880 TELEPHONE 603 742 8107 FAX 603 742 8830	
	REVISIONS	DESCRIPTION:
	DATE:	
LOT RESTORATION PLAN WOLCOTT HOLDINGS, LLC. 33 NEW ROCHESTER ROAD DOVER, NEW HAMPSHIRE JANUARY 20, 2020 JOB No. 19138 SCALE: 1" = 20'		
	SHEET NO.	LR-1

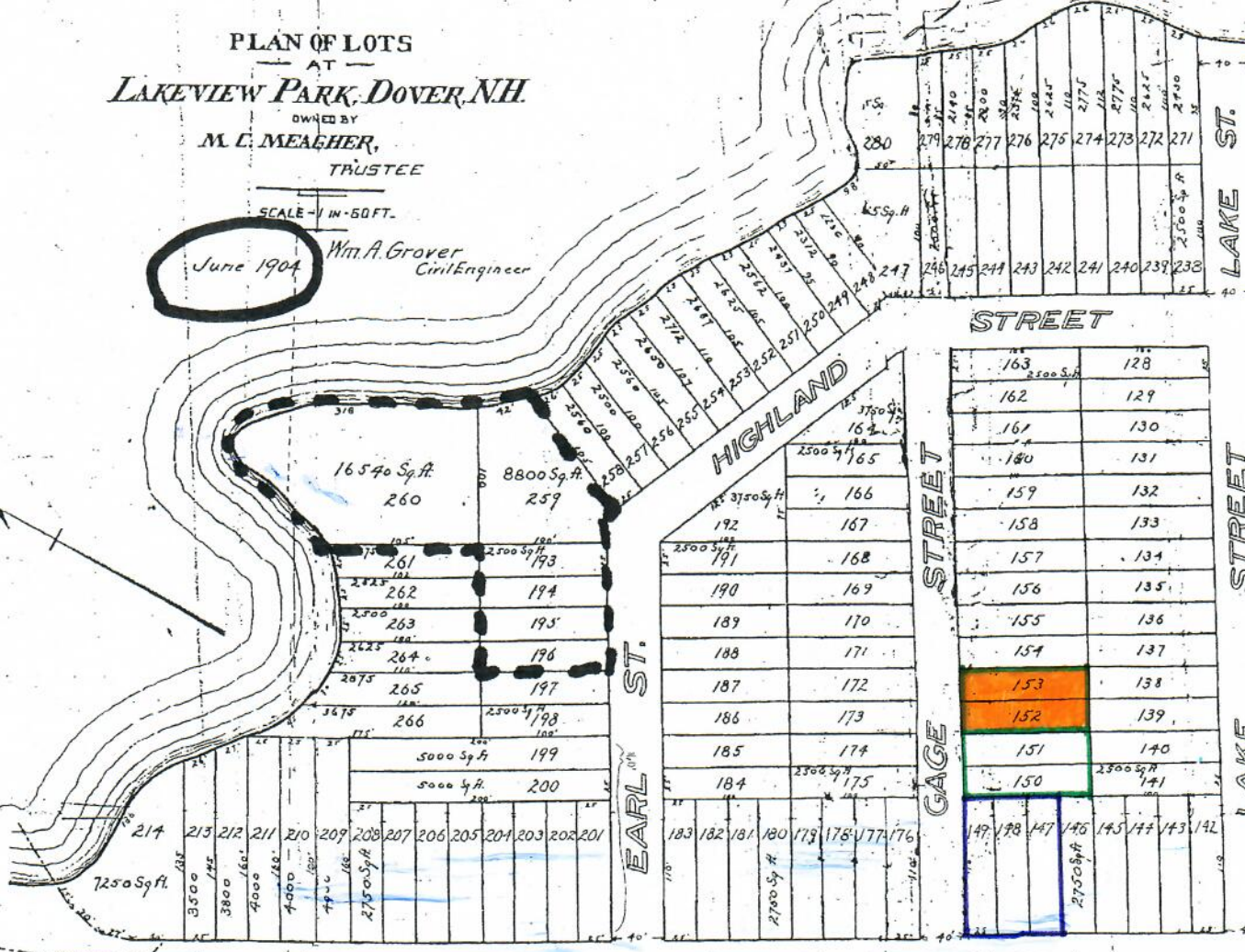
332-561
Revised 6/1904
- 60 acres -

PLAN OF LOTS
AT
LAKEVIEW PARK, DOVER, N.H.

OWNED BY
M. C. MEAGHER,
TRUSTEE

SCALE - 1 IN. = 50 FT.

June 1904 Wm. A. Grover
Civil Engineer



■ = house lot
■ = p



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R-2020.03.11 – 035**

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

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 seven to design corrective measures for several locations where water inflow / infiltration was identified as a problem as outlined in background section of this resolution; and

WHEREAS: The City has received Amendment Eight to provide design phase services for sewer rehabilitation of the Elliot Park and Downtown areas. The scope of work includes sewer pipe/manhole replacement in the Elliot Park area, as well as manhole lining and pipe grout and sealing in the Downtown area. Total cost of change order of \$69,000.00 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 a purchase order revision to the existing purchase order for Amendment Eight in the amount of \$69,000.00 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
5320.1.300.43250.4757.04570.19	Sewer I&I Mitigation	300,000.00	290,865.35

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R-2020.03.11 – 035**

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

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

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 was 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.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R-2020.03.11 – 035**

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

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.

In October 2019 the City Council approved via resolution [R-2019.11.13-181](#) for Amendment in the amount of \$36,300.00 to develop roof leader disconnection feasibility plans which included 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.

The City has received Amendment Eight to provide design phase services for sewer rehabilitation of the Elliot Park and Downtown areas. The scope of work includes sewer pipe/manhole replacement in the Elliot Park area, as well as manhole lining and pipe grout and sealing in the Downtown area. Total cost of change order of \$69,000.00 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.B.2.

Resolution Number: **R – 2020.03.11 – 036**

Resolution Re: Authorization to Commit Funds to the Great Bay Estuary
System Hydrodynamic Model

- WHEREAS: For several years, the City of Dover has sought to improve Great Bay, reduce its nitrogen output, and engage with regulators to provide input on regulatory requirements for the Great Bay/Piscataqua River Estuary; and
- WHEREAS: Recently, the City of Dover commissioned hydrodynamic modeling by HDR Engineering Inc, in conjunction with Sheehan, Phinney, Bass & Green PA; and
- WHEREAS: HDR's modeling work included preparing an initial model specific to Great Bay based on actual data and, later, to calibrate and undertake other verification and improvement to the hydrodynamic model, all in an effort to provide regulators with a necessary tool upon which to base regulatory decision-making; and
- WHEREAS: The City of Rochester has agreed HDR's costs will be shared between the City of Dover and the City of Rochester and invoices to date total \$110,086 with an additional \$5,000-\$6,000 anticipated to follow. The City of Dover share exceeds the \$25,000 threshold thereby requiring council approval; and
- WHEREAS: 3-37. Exemptions to Competitive Bidding. Competitive Bidding shall not apply to the following: I- Expert consulting for litigation.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to Sheehan, Phinney, Bass, & Green PA of Manchester NH for expert consulting services with HDR in the amount estimated at \$60,000.00. 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
5320.1.300.43256.4341.00000.	CS WWTP Technical Services	159,630.00	163,012.67

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
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.B.2.

Resolution Number: **R – 2020.03.11 – 036**
Resolution Re: Authorization to Commit Funds to the Great Bay Estuary
System Hydrodynamic Model

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The hydrodynamic modeling performed by HDR in large part is a needed tool for an adaptive management approach in Great Bay. The modeling work by HDR allows for translation of the required nitrogen loading limits and other potential water quality measures important in monitoring improvements in Great Bay. HDR undertook this work and saw it through to completion on an urgent basis in order for the ultimate work product to be available for presentation to regulators, comment by regulators, and use during the administrative process currently underway.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2020.03.11 – 037**
Resolution Re: Reprogram Unexpended Bond Proceeds from Various CS-PW projects to Summer/Elm/Belknap Street Reconstruction 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 \$153,189.14 of unexpended bond proceeds for various Community Services – Public Works projects where work has been completed under budget and \$177,099.00 identified from the Central Avenue Drainage project that could be reprogrammed; and

WHEREAS: The City has identified the immediate need for additional funding in the amount of \$330,288.14 for the Summer/Elm/Belknap Street reconstruction project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The amount of \$330,288.14 of unexpended bond proceeds is hereby reprogrammed from the identified Community Services – Public Works projects (as listed below and in the Background) to Summer/Elm/Belknap Streets reconstruction project as follows:

Project Number	Project Description	Available Balance	Reprogram Adjustment	Adjusted Balance
4016.1.300.43121.4751.03164.16	Richardson Drive Reconstruction	2,189.14	(2,189.14)	0.00
4018.1.300.43121.4751.03169.18	Roberts Rd Street Reconstruction	3,000.00	(3,000.00)	0.00
4017.1.300.43121.4715.03173.17	Mast Road/Spruce Ln Sidewalk	168,023.57	(148,000.00)	20,023.57
4021.1.300.43155.4715.03133.21	Central Ave Drainage	1,100,000.00	(177,099.00)	922,901.00
4016.1.300.43121.4751.03153.16	Summer/Elm/Belknap Reconstruction	0.00	2,189.14	2,189.14
4018.1.300.43121.4751.03153.18	Summer/Elm/Belknap Reconstruction	0.00	3,000.00	3,000.00
4017.1.300.43121.4751.03153.17	Summer/Elm/Belknap Reconstruction	0.00	148,000.00	148,000.00
4021.1.300.43121.4751.03153.21	Summer/Elm/Belknap Reconstruction	0.00	177,099.00	177,099.00
	Total Available Funding	1,273,212.71	0.00	1,273,212.71

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 Robert Carrier
By Request

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

Recorded by: Susan M. Mistretta
City Clerk

Document Created by: Finance Department

2020.03.11 Reprogram Unexpended Bond Proceeds from
Various CS-PW projects to Summer/Elm/Belknap Street
Reconstruction Project

Document Posted on: March 5, 2020

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2020.03.11 – 037**
Resolution Re: Reprogram Unexpended Bond Proceeds from Various CS-PW projects to Summer/Elm/Belknap Street Reconstruction Project

DOCUMENT HISTORY:

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

DOCUMENT ACTION:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Deputy Mayor Dennis Ciotti		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2020.03.11 – 037**
Resolution Re: Reprogram Unexpended Bond Proceeds from Various CS-PW projects to Summer/Elm/Belknap Street Reconstruction Project

RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the various Community Services – Public Works projects. This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized debt financing the identified projects. This resolution reprograms funding from the identified projects to Summer/Elm/Belknap Streets Reconstruction project.

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

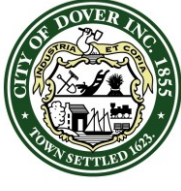
On November 9, 2016 the Dover City Council approved the FY18 Capital Improvements Program (CIP) authorization for bonding of \$850,000 for the Roberts Road project, this project is completed and has remaining unexpended appropriations.

On June 13, 2018 the Dover City Council approved reprogramming \$250,000 from the Bellamy Rd/Route 108 Intersection project to the Mast Road/Spruce Lane Sidewalk project. The Mast Road/Spruce Lane Sidewalk project is completed and has remaining unexpended appropriations.

On December 11, 2019 the Dover City Council approved the FY21 Capital Improvements Program (CIP) authorization for bonding of \$1,100,000 for the Central Avenue Drainage project, the amount of \$177,099 is identified as being available at this time as the project has not been started at this time.

Funding is needed to complete the Summer/Elm/Belknap Streets reconstruction project based upon a recent determination of additional quantities of materials being needed for the project and added 6” drainpipe for sump pumps that was not specified in the City’s project bid specifications.

Since the Summer/Elm/Belknap Streets reconstruction project is currently in progress and a priority for the city to improve the roadways and drainage within a that portion of the city, City administration determined reprogramming the available appropriations from the projects listed above made sense as these projects have either been completed under budget or have yet to be started at this time.

 CITY OF DOVER	CITY OF DOVER - ORDINANCE Agenda Item#: 13.C.1. Ordinance Number: O – 2020.03.11 – 003 Ordinance Title: City Council Chapter: 13 Section: 6 Amount
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The City of Dover Ordains:

1. **PURPOSE**
The purpose of this ordinance is to add Article II, Section 6 to Chapter 13.
2. **AMENDMENT**
Chapter 13 entitled “City Council” is hereby amended by adding “Article II, Compensation of City Councilors,” Section 6 “Amount” as follows:
- a. **THE FOLLOWING IS ADDED:**

Article II, Compensation of City Councilors

§ 13-6 Amount

- A. Pursuant to Section C3-6 of the City’s Charter, City Councilors shall receive as salary the sum of one thousand dollars (\$1,000) per year, plus reimbursement for reasonable expenses incurred in the performance of their work as approved by affirmative vote of the Council. The Mayor shall receive an additional \$200 per year and the Deputy Mayor shall receive an additional \$50 per year.
- B. Notwithstanding the foregoing, individual City Councilors, the Mayor, or the Deputy Mayor may decline and waive any salary upon written notice.

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:	Councilor Fergus Cullen
Approved as to Legal Form and Compliance:	Joshua M. Wyatt City Attorney		
Recorded by:	Susan Mistretta City Clerk		

 CITY OF DOVER	CITY OF DOVER - ORDINANCE		Agenda Item#: 13.C.1.
	Ordinance Number:	O – 2020.03.11 – 003	
	Ordinance Title:	City Council	
	Chapter:	13	
	Section:	6 Amount	

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Robert Carrier		
Councilor Michelle Muffett-Lipinski, Ward 1		
Councilor Dennis Ciotti, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Joshua Manley, Ward 4		
Councilor Dennis Shanahan, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor John O'Connor, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

ORDINANCE BACKGROUND MATERIAL:

The City of Dover’s Charter provides those serving on the City Council a right to receive compensation. There has been recent interest on the part of individual Councilors in foregoing the salary allowed by Charter. This ordinance is intended to provide legal clarity about the ability to forego the salary, but requires the person to provide a sufficient statement of their intent in writing. For reference, the Charter language is set forth below. The City’s Charter enables the City Council to vary its terms by ordinance.

C3-6 Salaries and Compensation.

Unless otherwise fixed by ordinance, Councilors shall receive as salary the sum of one thousand dollars (\$1,000) per year; plus reimbursement for reasonable expenses incurred in the performance of their work as approved by affirmative vote of the Council. The Mayor shall receive an additional \$200 per year and the Deputy Mayor shall receive an additional \$50 per year.