



CITY OF DOVER

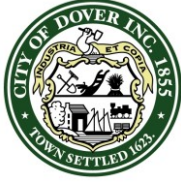
CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Conference Room**
Meeting Date: **Wednesday, April 22, 2020**
Meeting Time: **Immediately following Workshop Session**

IN RESPONSE TO THE COVID-19 CORONAVIRUS, AND IN ACCORDANCE WITH RECOMMENDATIONS BY STATE AND FEDERAL HEALTH OFFICIALS LIMITING PUBLIC GATHERINGS, THE PUBLIC IS ENCOURAGED TO TEMPORARILY ACCESS PUBLIC MEETINGS REMOTELY, INCLUDING CABLE TELEVISION AND ONLINE STREAMING, AND SUBMIT COMMENTS FOR PUBLIC HEARINGS AND CITIZEN'S FORUM IN WRITING BY EMAIL: CITYCOUNCIL-ALL@DOVER.NH.GOV OR POSTAL MAIL ADDRESSED TO: CITY CLERK'S OFFICE, 288 CENTRAL AVENUE, DOVER, NH 03820. THE PUBLIC MAY ALSO SUBMIT COMMENTS BY LEAVING A VOICE MESSAGE AT: 516-MEET (6338). PRECAUTIONS IN PUBLIC MEETING ROOMS WILL INCLUDE LIMITING THE NUMBER OF PEOPLE TO 10, THE USE OF OVERFLOW SPACE IF NECESSARY, AND THE REMOTE PARTICIPATION BY SOME BOARD MEMBERS.

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL ATTENDANCE**
- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**
- 7. PUBLIC HEARINGS**
 - A. FISCAL YEAR 2021 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – CITY PORTION ONLY**
SPONSORED BY MAYOR CARRIER BY REQUEST
 - B. CHAPTER 141, SECTION 42: SCHEDULE C: STOP INTERSECTIONS**
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. April 8, 2020 – Workshop Session**
 - B. April 8, 2020 – Regular Meeting**
 - C. April 15, 2020 – Workshop Session**

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11. MAYOR'S REPORT

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

- 1. CHAPTER 141, SECTION 42: SCHEDULE C: STOP INTERSECTIONS
SPONSORED BY MAYOR CARRIER BY REQUEST**

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

- 1. BLOCK PARTY – Jewelry Creations, Inc.**
- 2. RAFFLE – Pope Memorial Humane Society**
- 3. RAFFLE & BLOCK PARTY - Pope Memorial Humane Society**
- 4. DOG WALK - Pope Memorial Humane Society**
- 5. ROAD RACE – St. Mary Academy**
- 6. B16026 DESIGN SERVICES COMMUNITY TRAIL EXPANSION PHASE III
SPONSORED BY MAYOR CARRIER BY REQUEST**
- 7. B20023 INTERSECTION IMPROVEMENTS TO SIXTH STREET AND VENTURE
DRIVE
SPONSORED BY MAYOR CARRIER BY REQUEST**
- 8. B20041 ATHLETIC FIELDS' LAWNS AND GROUNDS MOWING AND
MAINTENANCE
SPONSORED BY MAYOR CARRIER BY REQUEST**
- 9. AUTHORIZATION FOR RELOCATION OF UTILITY EASEMENTS AND TO SEEK
LOT LINE ADJUSTMENT WITH FIRST STREET AT GARRISON, LLC AND FIRST
STREET AT CHESTNUT, LLC
SPONSORED BY MAYOR CARRIER BY REQUEST**
- 10. AUTHORIZATION AND APPROVAL TO ACCEPT UNTIMELY TAX YEAR 2020
PROPERTY TAX EXEMPTION/CREDIT APPLICATIONS AND LISTS DUE TO
COVID-19
SPONSORED BY MAYOR CARRIER BY REQUEST**



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Regular Meeting**
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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. City Council / School Board Collaborative Committee
22. Joint Building Committee – Dover High School and Regional Career Technical Center
23. COAST
24. Cocheco Waterfront Development Advisory Committee
25. Dover Main Street
26. Strafford Regional Planning Commission
27. Tri-City Homelessness Task Force

B. RESOLUTIONS

1. **B99057 BROADWAY RAILROAD CULVERT ENGINEERING AMENDMENT V**
SPONSORED BY MAYOR CARRIER BY REQUEST
2. **B20059 CURBSIDE WEED CONTROL SERVICES**
SPONSORED BY MAYOR CARRIER BY REQUEST

C. ORDINANCES IN 1ST READING

14. **COUNCIL CORRESPONDENCE**
15. **COUNCIL MATTERS OF INTEREST**
16. **ADJOURN**



CITY OF DOVER

CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2020.03.25 – 046**

Resolution Re: Fiscal Year 2021 Budget Appropriations, Fees and Capital
Improvements Program

WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on March 25, 2020; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2021, (July 1, 2020 through June 30, 2021);

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

1. The annual budget for the City of Dover for Fiscal Year 2021, submitted to the City Council by the City Manager and on file with the City Clerk, is adopted to raise the following estimated revenues (including any Budgetary Use of Fund Balance) and appropriate the following appropriations:

Fund	Fund Description	Est Revenue	Appropriations	Fund Type
1000	General Fund	126,623,535	126,623,535	General Fund
2100	Community Development Fund	414,850	414,850	Special Revenue
2220	Dover Housing Auth Policing	123,348	123,348	Special Revenue
2245	DHHS Assistance Programs	132,325	132,325	Special Revenue
2250	Youth Tobacco & Alcohol Awareness	158,991	158,991	Special Revenue
2800	School Cafeteria Fund	1,650,000	1,650,000	Special Revenue
2820	School Dept. of Education Grants	3,187,197	3,187,197	Special Revenue
2950	School Special Pgms & Grants Fund	175,000	175,000	Special Revenue
3207	Public Safety Special Details	400,368	400,368	Special Revenue
3213	Parking Activity Fund	1,306,351	1,306,351	Special Revenue
3320	Residential Solid Waste Fund	1,758,981	1,758,981	Special Revenue
3381	McConnell Center Fund	866,434	866,434	Special Revenue
3410	Recreation Programs	461,920	461,920	Special Revenue
3455	Library Fines Fund	52,018	52,018	Special Revenue
3500	OPEB Liability Fund	1,868,627	1,868,627	Special Revenue
3710	Downtown Dover TIF Fund	867,551	867,551	Special Revenue
3715	Waterfront TIF Fund	221,165	221,165	Special Revenue
3810	School Tuition Program Fund	125,000	125,000	Special Revenue
3830	School Facilities Fund	195,000	195,000	Special Revenue
5300	Water Fund	5,959,606	5,959,606	Enterprise
5320	Sewer Fund	8,663,521	8,663,521	Enterprise
6100	DoverNet Fund	1,504,265	1,504,265	Internal Service
6110	Central Stores Fund	100,611	100,611	Internal Service
6310	Fleet Maintenance Fund	1,015,911	1,015,911	Internal Service
6800	Workers Compensation Fund	499,064	499,064	Internal Service
	Totals	158,331,639	158,331,639	



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Resolution Re: Fiscal Year 2021 Budget Appropriations, Fees and Capital
Improvements Program

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2019 as provided by law for the departments to perform their functions, transfers to and from reserves and between other funds, and for public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include \$43,268,010 for City operations, \$61,160,526 for School Department operations, \$12,602,428 for Debt Service and \$9,592,571 for County Tax.
3. There is no Budgetary Use of Fund Balance included in the General Fund for the purpose of offsetting property taxes.
4. In accordance with RSA 76:6, the City Tax Assessor shall revise and report to the Department of Revenue Administration the amount required for Tax Overlay to provide for the issuance of property tax abatements for tax year 2020 (Fiscal Year 2021).
5. In accordance with RSA 21-J:34, the City Manager shall revise and report to the Department of Revenue Administration the estimated amount of all non-property tax revenues for Fiscal Year 2021 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2020, the Water and Sewer User Fees will be \$5.54 and \$9.47, respectively.
7. Effective July 1, 2020, the City Manager is authorized to enter into agreements with, and make payments to, the various agencies receiving Grants/Subsidies and Membership Dues as contained within the budget.
8. Effective July 1, 2020, the City Manager is authorized to enter into agreements with, and make payments to, various vendors supplying computer hardware and software annual maintenance services and support contracts as contained within the budget.
9. Effective July 1, 2020, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2020, the City Manager is authorized to make transfers between funds for the purposes prescribed, including special, capital and other reserve funds, including transfers to or from the City and School Employee Benefits Reserves.
11. Effective July 1, 2020, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2020, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose. The City Manager, within the parameters of City Charter provision C6-8, is authorized to transfer funds within a department to provide for local match as required by grant awards.



CITY OF DOVER

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**Agenda Item#: 7.A.
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Resolution Number: **R – 2020.03.25 – 046**

Resolution Re: Fiscal Year 2021 Budget Appropriations, Fees and Capital
Improvements Program

13. Effective July 1, 2020, revenues from the sale of city property are appropriated for their established and intended use.
14. Effective July 1, 2020, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.
15. Effective July 1, 2020, the City Manager is authorized during the fiscal year to initiate Recreation Special Programs fee discount promotional events to generate revenue and program participation.
16. Effective July 1, 2020, revenues from the fees collected by the Youth to Youth Program from participant fees, speaking engagement fees, and program presentation fees are appropriated for established Youth to Youth program expenses and functions.
17. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
18. In accordance with RSAs 674:8 and 674:21-V(b), the FY2021-26 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
19. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2021 shall be Citizens Bank and the New Hampshire Public Deposit Investment Pool (NHPDIP). The City Treasurer is authorized to utilize, in addition to Citizens Bank and NHPDIP, other banks located within the City of Dover or banks authorized per RSA 48:16 (*City Treasurer Duties*), if deemed most advantageous to the City and in compliance with the City's adopted investment policy.
20. The sum of \$1,061,277 representing budgeted transfers to fund 30% of the OPEB Actuarial Determined Contribution as identified per the City's adopted financial policies is to be transferred to the OPEB Trust.
21. The sum of \$180,540, collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to COAST for Fiscal Year 2021 COAST Bus grant subsidy.
22. The sum of \$60,000.00, collected as Vehicle Reclamation Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Vehicle Reclamation Reserve is hereby appropriated for use by the City of Dover for payments associated with the collection, disposal, recycling or reclamation of vehicle or other waste material for Fiscal Year 2021.
23. In accordance with RSA 80:52-c *Electronic Payments*, the City Treasurer is authorized to accept payments of City Department fees, property taxes, utility bills by use of credit card or other means of electronic payments.



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Resolution Re: Fiscal Year 2021 Budget Appropriations, Fees and Capital
Improvements Program

Note: This Resolution requires a two- thirds majority vote to adopt pursuant to Dover Charter C6-3.1, unless General Fund revenues are increased or General Fund appropriations are decreased to result in the General Fund property tax levy being in compliance with budget limitation tax cap. This Resolution requires an advertised public hearing for each of the City and School budgets to be separated by at least 24 hours and held at least seven days in advance of final adoption. Final adoption of the budget by the City Council shall occur not later than June 15th prior to the beginning of the next fiscal year.

Resolution to be referred to Public Hearings as follows:

School Department Budget hearing Wednesday, April 8, 2020

City Budget hearing Wednesday, April 22, 2020

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



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CITY OF DOVER - RESOLUTION

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

Resolution Number: **R – 2020.03.25 – 046**
Resolution Re: Fiscal Year 2021 Budget Appropriations, Fees and Capital
Improvements Program

DOCUMENT HISTORY:

First Reading Date: 03/25/2020	Public Hearing Date: School – 04/08/2020 City – 04/22/2020
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.		

RESOLUTION BACKGROUND MATERIAL:

This resolution adopts the budget for various funds for the next fiscal year, as well as setting utility rates, authorizing grant, subsidy and membership payments, computer maintenance contracts, transfers between funds, setting fees for various services, authorizing signing of grant applications and appropriations thereof, approval of the investment policy and adopting the six year Capital Improvements Program, as required by State Statute to support assessment of impact fees.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, April 8, 2020**
Meeting Time: **6:00 pm**

IN RESPONSE TO THE COVID-19 CORONAVIRUS, AND IN ACCORDANCE WITH RECOMMENDATIONS BY STATE AND FEDERAL HEALTH OFFICIALS LIMITING PUBLIC GATHERINGS, THE PUBLIC IS ENCOURAGED TO TEMPORARILY ACCESS PUBLIC MEETINGS REMOTELY, INCLUDING CABLE TELEVISION AND ONLINE STREAMING, AND SUBMIT COMMENTS FOR PUBLIC HEARINGS AND CITIZEN'S FORUM IN WRITING BY EMAIL: CITYCOUNCIL-ALL@DOVER.NH.GOV OR POSTAL MAIL ADDRESSED TO: CITY CLERK'S OFFICE, 288 CENTRAL AVENUE, DOVER, NH 03820. THE PUBLIC MAY ALSO SUBMIT COMMENTS BY LEAVING A VOICE MESSAGE AT: 516-MEET (6338). PRECAUTIONS IN PUBLIC MEETING ROOMS WILL INCLUDE LIMITING THE NUMBER OF PEOPLE TO 10, THE USE OF OVERFLOW SPACE IF NECESSARY, AND THE REMOTE PARTICIPATION BY SOME BOARD MEMBERS.

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 was present in Council Conference Room. The following attended remotely: Deputy Mayor Ciotti, Councilor Cullen, Councilor Manley, Councilor Muffett-Lipinski, Councilor O'Connor, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Also Present: City Manager Joyal was present in Council Conference Room. The following attended remotely: City Attorney Wyatt, City Clerk Mistretta, Assistant City Manager Parker, Superintendent Harbron, Business Administrator Limanni, and School Board Chairperson Russell.

5. CITIZEN'S FORUM

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

6. DISCUSSIONS

A. BUDGET PRESENTATIONS

1. SCHOOL DEPARTMENT

Superintendent Harbron, School Board Chairperson Russell, and Business Administrator Limanni gave a PowerPoint presentation regarding the proposed School Department budget to the Council. They answered Councilors questions.

7. ADJOURNMENT

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

Vote: 9/0.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Regular Meeting Meeting Location: City Hall, Council Conference Room Meeting Date: Wednesday, April 8, 2020 Meeting Time: Immediately following Workshop Session
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IN RESPONSE TO THE COVID-19 CORONAVIRUS, AND IN ACCORDANCE WITH RECOMMENDATIONS BY STATE AND FEDERAL HEALTH OFFICIALS LIMITING PUBLIC GATHERINGS, THE PUBLIC IS ENCOURAGED TO TEMPORARILY ACCESS PUBLIC MEETINGS REMOTELY, INCLUDING CABLE TELEVISION AND ONLINE STREAMING, AND SUBMIT COMMENTS FOR PUBLIC HEARINGS AND CITIZEN'S FORUM IN WRITING BY EMAIL: CITYCOUNCIL-ALL@DOVER.NH.GOV OR POSTAL MAIL ADDRESSED TO: CITY CLERK'S OFFICE, 288 CENTRAL AVENUE, DOVER, NH 03820. THE PUBLIC MAY ALSO SUBMIT COMMENTS BY LEAVING A VOICE MESSAGE AT: 516-MEET (6338). PRECAUTIONS IN PUBLIC MEETING ROOMS WILL INCLUDE LIMITING THE NUMBER OF PEOPLE TO 10, THE USE OF OVERFLOW SPACE IF NECESSARY, AND THE REMOTE PARTICIPATION BY SOME BOARD MEMBERS.

- 1. CALL TO ORDER**
- 2. ~~MOMENT OF SILENCE~~**
- 3. ~~PLEDGE OF ALLEGIANCE~~**
- 4. ROLL CALL ATTENDANCE**

Present: Mayor Carrier was present in Council Conference Room. The following attended remotely: Deputy Mayor Ciotti, Councilor Cullen, Councilor Manley, Councilor Muffett-Lipinski, Councilor O'Connor, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.
Also Present: City Manager Joyal was present in Council Conference Room. The following attended remotely: City Attorney Wyatt, City Clerk Mistretta, and Assistant City Manager Parker.

- 5. PROCLAMATIONS/AWARDS**
- 6. APPROVAL OF AGENDA**

Deputy City Mayor Ciotti moved to add as item 13.B.4. the following resolution: Approval and Endorsement of Dover CARES Relief Program.
City Manager Joyal requested that they pull item 13.A.1.
Councilor Manley moved to approve the Agenda as amended; seconded by Councilor Cullen.
Roll Call Vote: 9/0.

7. PUBLIC HEARINGS

- A. FISCAL YEAR 2021 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM – SCHOOL DEPARTMENT PORTION ONLY (CITY PORTION PUBLIC HEARING TO BE HELD ON APRIL 22, 2020.)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Mayor Carrier reported that no one was physically present to address the City Council.
Councilor Shanahan read the list of City Council – All emails received.

Diane Ruger, 16 Jacquelin Drive. Email to City Council-All received on April 7, 2020 at 2:41 pm.



CITY OF DOVER

CITY COUNCIL - MINUTES

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Seth and Suzanne Weete, 182 County Farm Road. Email to City Council-All received on April 7, 2020 at 3:38 pm.

Betsey Answers Parker, 34 Gladiola Way. Email to City Council-All received on April 7, 2020 at 4:01 pm.

Darcy Sauers, 39 Basils Place. Email to City Council-All received on April 8, 2020 at 6:02 am.

Jill Brooks, 60 Cushing Street. Email to City Council-All received on April 8, 2020 at 2:47 pm.

Danielle Holt, 45 Oak Street: Email to City Council-All received on April 8, 2020 at 2:49 pm.

Deborah Fitzgerald, 39 Isaac Lucas Circle. Email to City Council-All received on April 8, 2020 at 3:13 pm.

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.

Mellicent Friddell, 119 Martha's Way. Email to City Council-All received March 26, 2020 at 2:16 pm.

Gary Gagne, 86 Long Hill. Email to City Council-All received on April 1, 2020 at 11:51 am.

Bob Hall, 133 Spur Road. Email to City Council-All received on April 2, 2020 at 9:26 am.

Paul Sargent, 12 Quaker Lane. Email to City Council-All received on April 3, 2020 at 8:24 am.

Kathy and Scott Fahey, 3 Arbor Drive. Email to City Council-All received on April 3, 2020 at 10:34 am.

Kaylee Dews, 50 Mill St., #1. Email to City Council-All received on April 4, 2020 at 12:47 am.

Timothy Casey, 170 Henry Law Avenue. Email to City Council-All received on April 6, 2020 at 10:13 am.

Diana Carpinone, 16 Governors Sawyer Lane. Email to City Council-All received on April 8, 2020 at 11:44 am.

Erin Tellez, 11 Wallace Drive. Email to City Council-All received on April 8, 2020 at 11:52 am.

Marybeth and Joseph Perrelli, 35 New Rochester Road. Email to City Council-All received on April 8, 2020 at 5:00 pm.

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9. CITY MANAGER'S REPORT

City Manager Joyal gave an overview regarding the COVID-19 pandemic. He also discussed its impact on Dover's revenues and the services still being provided by the City.

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

Roll Call Vote: 9/0.

10. APPROVAL OF MINUTES

A. March 25, 2020 – Regular Meeting

B. April 1, 2020 – Workshop Session

Deputy Mayor Ciotti moved to approve the Minutes; seconded by Councilor Thibodeaux. Councilor Williams requested that the paragraph before the Budget Presentations be changed to the following: "Councilor Cullen started a discussion with the Council regarding the need to have a tax cap budget at this time of uncertainty due to the COVID-19 pandemic."

Roll Call Vote: 9/0.

11. MAYOR'S REPORT

Mayor Carrier gave an overview of what he and the Tri-City Mayors have learned about the COVID-19 pandemic.

Deputy Mayor Ciotti moved to accept the Mayor's Report; seconded by Councilor Manley.

Roll Call Vote: 9/0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

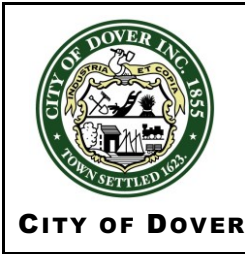
B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

- 1. REPROGRAM UNEXPENDED BOND PROCEEDS FROM VARIOUS COMMUNITY SERVICES – PUBLIC WORKS PROJECTS TO SUMMER/ELM/BELKNAP STREETS RECONSTRUCTION PROJECT
(REQUIRES A 2/3 MAJORITY VOTE OF THE COUNCIL)
SPONSORED BY MAYOR CARRIER BY REQUEST**

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.

Roll Call Vote: 8/0. (Councilor Muffett-Lipinski was muted.)



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13. NEW BUSINESS

A. CONSENT CALENDAR

1. ~~B20035 COLLABORATION AND CONFERENCING SOLUTION~~
SPONSORED BY MAYOR CARRIER BY REQUEST

Item was pulled from the Agenda.

2. B20046 SEWER DRAIN SUPPLIES
SPONSORED BY MAYOR CARRIER BY REQUEST

3. B20047 WATER DEPARTMENT SUPPLIES
SPONSORED BY MAYOR CARRIER BY REQUEST

4. B20053 PRECAST CONCRETE STRUCTURES
SPONSORED BY MAYOR CARRIER BY REQUEST

5. B99057 BROADWAY RAILROAD CULVERT ENGINEERING AMENDMENT 4
SPONSORED BY MAYOR CARRIER BY REQUEST

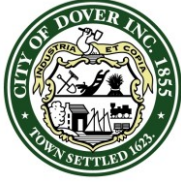
6. EGGI CITY WIDE GROUNDWATER MONITORING PROGRAM 2020-2021
SPONSORED BY MAYOR CARRIER BY REQUEST

**7. APPROVAL OF SEVENTH AMENDMENT TO MEMORANDUM OF
UNDERSTANDING DEVELOPMENT OF REPLACEMENT WELL AT THE DOVER
PUDDING HILL AQUIFER ARTIFICIAL RECHARGE PILOT TESTING DATED
APRIL 14, 2017**
SPONSORED BY MAYOR CARRIER BY REQUEST

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
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27. Tri-City Homelessness Task Force

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

Mayor Carrier asked the Council if they had items they would like pulled for further discussion. Councilor Shanahan pulled Item 13.A.5.

Mayor Carrier asked for a roll call vote on the remaining items on the Consent Calendar.
Roll Call Vote: 9/0.

Councilor Muffett-Lipinski disconnected and left the meeting.

Deputy Mayor Ciotti moved for the adoption of Item 13.A.5.; seconded by Councilor Thibodeaux.

Community Services Director Storer gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0.

Councilor Shanahan gave an overview of the COAST Report to the Council.

Deputy Mayor Ciotti moved to accept the COAST Report; seconded by Councilor Cullen.
Roll Call Vote: 8/0.

B. RESOLUTIONS

1. DOVER PUDDING HILL AQUIFER CHANGE ORDER #7 - EMERY & GARRETT GROUNDWATER INVESTIGATIONS LLC SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.
Community Services Director Storer gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0.

2. B20048 WAYFINDING AND INFORMATION SYSTEM SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Williams.
Assistant City Manager Parker gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0.

3. NON-BINDING REQUEST FOR LANDLORDS TO ACCOMMODATE TENANTS AND EXERCISE RESTRAINT DUE TO COVID-19 SPONSORED BY COUNCILOR SHANAHAN

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor O'Connor.
Councilor Shanahan gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0.

 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 Conference Room</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, April 8, 2020</td></tr> <tr> <td>Meeting Time:</td><td>Immediately following Workshop Session</td></tr> </table>	CITY COUNCIL - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	City Hall, Council Conference Room	Meeting Date:	Wednesday, April 8, 2020	Meeting Time:	Immediately following Workshop Session
CITY COUNCIL - MINUTES											
Meeting Type:	Regular Meeting										
Meeting Location:	City Hall, Council Conference Room										
Meeting Date:	Wednesday, April 8, 2020										
Meeting Time:	Immediately following Workshop Session										

4. APPROVAL AND ENDORSEMENT OF DOVER CARES RELIEF PROGRAM SPONSORED BY THE ENTIRE CITY COUNCIL

Deputy Mayor Ciotti moved for its adoption; seconded by Councilor Williams.
City Manager Joyal gave an overview of the Resolution to the Council.
Roll Call Vote: 8/0.

C. ORDINANCES IN 1ST READING

1. CHAPTER 141, SECTION 42: SCHEDULE C: STOP INTERSECTIONS (TO BE REFERRED TO A PUBLIC HEARING ON APRIL 22, 2020) SPONSORED BY MAYOR CARRIER BY REQUEST

Deputy Mayor Ciotti moved to refer to a public hearing on April 22, 2020; seconded by Councilor Manley.
Roll Call Vote: 8/0.

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

Councilor Williams spoke about the proposed budget and balancing all the citizens' comments, and to let them know the Council is listening. Referring to COVID-19 and the added stress, she encourage people to check up on their neighbors and members of the community. She spoke to those who are not hurting about helping out in the community; making masks, volunteering with Meals on Wheels, and just donating money to various charities.

Mayor Carrier said he is working with the Mayors of Somersworth and Rochester coming up with ideas to help the communities. He welcomed ideas from citizens.

Deputy Mayor Ciotti recognized all the people or organizations who are helping those in need.

16. ADJOURN

Deputy Mayor Ciotti moved to adjourn; seconded by Councilor Shanahan.
Roll Call Vote: 8/0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: Wednesday, April 15, 2020
Meeting Time: 7:00 pm

IN RESPONSE TO THE COVID-19 CORONAVIRUS, AND IN ACCORDANCE WITH RECOMMENDATIONS BY STATE AND FEDERAL HEALTH OFFICIALS LIMITING PUBLIC GATHERINGS, THE PUBLIC IS ENCOURAGED TO TEMPORARILY ACCESS PUBLIC MEETINGS REMOTELY, INCLUDING CABLE TELEVISION AND ONLINE STREAMING, AND SUBMIT COMMENTS FOR PUBLIC HEARINGS AND CITIZEN'S FORUM IN WRITING BY EMAIL: CITYCOUNCIL-ALL@DOVER.NH.GOV OR POSTAL MAIL ADDRESSED TO: CITY CLERK'S OFFICE, 288 CENTRAL AVENUE, DOVER, NH 03820. THE PUBLIC MAY ALSO SUBMIT COMMENTS BY LEAVING A VOICE MESSAGE AT: 516-MEET (6338). PRECAUTIONS IN PUBLIC MEETING ROOMS WILL INCLUDE LIMITING THE NUMBER OF PEOPLE TO 10, THE USE OF OVERFLOW SPACE IF NECESSARY, AND THE REMOTE PARTICIPATION BY SOME BOARD MEMBERS.

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor O'Connor led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Carrier, Deputy Mayor Ciotti, Councilor Cullen, Councilor Muffett-Lipinski, Councilor O'Connor, Councilor Shanahan, Councilor Thibodeaux, and Councilor Williams.

Absent: Councilor Manley

Also Present: City Manager Joyal, City Attorney Wyatt, City Clerk Mistretta, Police Chief Breault, Fire Chief Haas, and Recreation Department Director Bannon.

5. CITIZEN'S FORUM

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

Jan Kirk, 8 Teresa Drive. Email to City Council-All received on April 8, 2020 at 9:01 pm.

Cotes, Josh, Kyle, Asher and Mayer, 11 Nelson Street. Email to City Council-All received on April 8, 2020 at 8:32 am.

Henninger, Heidi, 23 Nelson Street. Email to City Council-All received on April 8, 2020 at 9:51 am.

Maritza Corriveau, 33 Watson Road. Email to City Council-All received on April 9, 2020 at 11:37 am.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: City Hall, Council Conference Room
Meeting Date: **Wednesday, April 15, 2020**
Meeting Time: **7:00 pm**

Robert Hall, 133 Spur Road. Email to City Council-All received on April 10, 2020 at 12:19 pm.

Jo Jordon, 9 Deepwood Drive. Email to City Council-All received on April 13, 2020 at 7:37 pm.

Richard Schnable, 29 Prospect Street. Email to City Council-All received on April 14, 2020 at 8:44 am.

Stacey Camire, 281 Washington Street. Email to City Council-All received on April 15, 2020 at 8:53 am.

6. DISCUSSIONS

A. BUDGET PRESENTATIONS

1. POLICE

Chief Breault gave a PowerPoint presentation to the Council regarding the Police Department's proposed budget.

2. FIRE

Chief Haas gave a PowerPoint presentation to the Council regarding the Fire Department's proposed budget.

3. RECREATION

Recreation Department Director Bannon gave a PowerPoint presentation to the Council regarding the Police Department's proposed budget.

7. ADJOURNMENT

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



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.04.08 – 004**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to add streets to Section 42 Schedule C: Stop Intersections.

2. AMENDMENT

Chapter 141 entitled Vehicles and Traffic is hereby amended by revising Section 141-42, Schedule C: Stop Intersections, as follows:

a. THE FOLLOWING ARE ADDED:

§ 141-42 Schedule C: Stop Intersections.

In accordance with § 141-8, the following streets are designated as full stop street intersections:

Stop Sign on	At Intersection of:
Abbott Street	Central Avenue
Abbott Street	Mount Vernon Street
Academy Street	Church Street
Adelle Drive	Durham Road
Alder Lane	Wilbrod Avenue
Allan Street	Old Rochester Road
Alumni Drive	Bellamy Road
Alumni Drive	Durham Road
Amy Lane	Sixth Street
Angle Street	Central Avenue
Apache Street	Old Rochester Road
Applevale Drive	Middlebrook Road
Arch Street	Washington Street
Ash Street	Central Avenue
Ash Street	Grove Street
Ash Street	Horne Street
Ash Street	Mt. Vernon Street
Ash Street (4-way)	Maple Street
Atkinson Street	St. Thomas Street
Atkinson Street	Silver Street
Atkinson Street	Washington Street
Atlantic Avenue	Portland Avenue
Auburn Street	New Rochester Road
Augusta Way	Middle Road
Austin Drive	Garrison Road
Ayers Lane	Royer Lane



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.04.08 – 004**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

Stop Sign on

Back Road
Baker Street
Beech Road
Beech Road
Belanger Drive
Belknap Street
Belknap Street
Belknap Street
Bellamy Road
Benjamin Way
Beverly Lane
Birchwood Place [**Added 4-25-2018 by Ord. No. 2018.04.11-003**]

Boxwood Lane
Brickyard Drive
Browning Drive
Cailey Anna Lane
Canney Lane
Canney Lane
Cataract Avenue
Cataract Avenue
Chandler Way
Chapel Street
Charles Street
Cherrywood Drive
Chestnut Street
Chestnut Street (4-way)
Church Street
Church Street
Clearwater Drive
Clifford Street
Clifford Street [**Added 1-28-2015 by Ord. No. 2015.01.14-001**]
Cobble Hill Drive
Cochecho Street
Columbus Avenue
Columbus Avenue
Conifer Commons
Constitution Way

At Intersection of:

Henry Law Avenue
East Concord Street
Longmeadow Road
Stark Avenue
Dover Point Road
Fisher Street
Silver Street
Washington Street
Durham Road
Danielle Lane
Bellamy Road
Central Avenue

Cottonwood Drive
Isaac Lucas Drive
Tennyson Avenue
Corbin Drive
Overlook Drive
Quaker Lane
Bellamy Road
Rutland Street
Knox Marsh Road
Portland Avenue
Central Avenue
Sixth Street
Central Avenue
Sixth Street
Central Avenue
Locust Street
Spur Road
Rutland Street
Towle Avenue

Elmview Circle
Rogers Street
Littleworth Road
Tolend Road
Glenwood Avenue
Dover Point Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

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Chapter: 141
Section: 42 Schedule C: Stop Intersections

Stop Sign on

Corbin Drive
Cordeiro Drive
Cornerstone Drive
Cottonwood Drive
Country Club Drive
County Farm Cross Road
County Farm Cross Road
County Farm Road
County Farm Road
Court Street
Crescent Avenue
Crestview Drive **[Added 12-26-2016 by Ord. No. 2016.10.12-013]**
Crosby Road
Cushing Street
Cushing Street
Danielle Lane
Danielle Lane
Dean Drive
Deborah Lane
Digby Lane
Dover Neck Road
Dover Point Road (northbound)
Drew Road
Dover Street
Dover Street
Dunn's Bridge Lane
Durrell Street
East Street
East Concord Street
East Concord Street
East Watson Street
Ela Street
Elliott Park
Elm Street
Elm Street
Elmview Circle
Emerald Lane **[Added 12-9-2015 by Ord. No. 2015.10.28-02]**

At Intersection of:

Mast Road
Varney Road
County Farm Cross Road
Wildewood Drive
Gulf Road
County Farm Road
Sixth Street
County Farm Cross Road
Sixth Street
Central Avenue
Horne Street
Glenwood Avenue

Littleworth Road
Silver Street
Washington Street
Mathes Hill Drive
Spruce Lane
Tolend Road
Spur Road
Back River Road
Middle Road
Route 4
Back River Road
East Street
Park Street
Durham Road
St. John Street
New York Street
Ham Street
Hill Street
Court Street
Pearl Street
Stark Avenue
Silver Street
Summer Street
Court Street
Susannah's Crossing



CITY OF DOVER

CITY OF DOVER - ORDINANCE

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Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

Stop Sign on

Essex Street
Essex Street
Everett Street
Evergreen Valley Drive
Ezras Way
Fairway Drive
Fayette Street
Fieldstone Drive
Fifth Street
Fifth Street
Fifth Street [Added 8-27-2014 by Ord. No.

2014.08.13-16]

Fisher Street

Fisher Street

Florence Street [Added 3-27-2019 by Ord. No.

2019.03.13-005]

Florence Street [Added 3-27-2019 by Ord. No.

2019.03.13-005]

Florence Street

Forest Street

Forest Street

Fourth Street

Fourth Street

Fourth Street [Added 12-9-2015 by Ord. No.

2015.10.28-025]

Fourth Street

Foxtail Ridge

Franklin Plaza

French Cross Road

Garrison Road

George Street

Gerrish Road

Glen Hill Road [Added 4-23-2014 by Ord. No.

2014.04.09-006]

Glencrest Avenue

Glenwood Avenue

Governor Sawyer Lane

Grady's Lane

Grandview Drive

At Intersection of:

Forest Street
Portland Avenue
Ham Street
Sullivan Drive
Littleworth Road
Gulf Road
Green Street
Long Hill Road
Central Avenue
Chestnut Street
Grove Street

Locust Street

Rutland Street

Broadway

Oak Street

Pearl Street

Essex Street

Hancock Street

Central Avenue

Chestnut Street

Grove Street

Washington Street

Sixth Street

Central Avenue

Tolend Road

Back River Road

Henry Law Avenue

Old Dover Point Road

Tolend Road

Horne Street

Sixth Street

Stark Avenue

Mast Road

Littleworth Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.04.08 – 004**
Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

Stop Sign on

Green Street
Grove Street
Grove Street
Grove Street
Grove Street
Grove Street
Grove Street (northerly and southerly)
Hale Street
Hale Street
Ham Street
Ham Street
Ham Street
Hampshire Circle
Hancock Street
Hancock Street
Hanson Street [Added 4-25-2018 by Ord. No. **2018.04.11-003**]
Hanson Street
Harlans Way
Hawthorne Road
Henry Law Avenue
Hill Street
Hill Street
Homestead Lane
Horne Street
Horne Street
Horne Street
Hough Street
Hough Street
Hough Street
Hough Street
Hough Street
Hubbard Road
Hubbard Road
Industrial Park Drive
Ironwood Lane
Ironwood Lane
Isaac Lucas Circle
Ivans Lane

At Intersection of:

Washington Street
Ash Street
Third Street
Fifth Street
Fourth Street
Hough Street
Sixth Street
Central Avenue
Locust Street
Broadway
Central Avenue
Park Street
Whittier Street
Forest Street
Portland Avenue
Central Avenue

Henry Law Avenue
Mast Road
Stark Avenue
George Street
Broadway
Central Avenue
Dover Point Road
Glenwood Avenue
Hough Street
Sixth Street
Central Avenue
Grove Street
Horne Street
Maple Street
Mt. Vernon Street
Hawthorne Road
Middle Road
Littleworth Road
Cherrywood Drive
Cottonwood Drive
Middle Road
Dover Point Road



CITY OF DOVER

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Stop Sign on

Karens Way
Keating Avenue
Kirkland Street
Kirkland Street
Landing Way
Leathers Lane
Leighton Road
Lexington Street
Lexington Street
Locust Street
Long Hill Road
Long Hill Road
Longmeadow Road
Lowell Avenue
Maple Street
Maple Street
Maple Street
Martin Lane
Mast Road
Mast Road
Mathes Hill Drive
Mathes Hill Drive
Mechanic Street
Merry Street [**Added 12-26-2016 by Ord. No. 2016.10.12-013**]
Merry Street
Middle Road
Middle Road
Middlebrook Road
Milk Street
Mineral Park Drive
Mohawk Drive
Morningside Drive (southerly)
Mt. Vernon Street
Mt. Vernon Street
Mt. Vernon Street
Mt. Vernon Street (4-way)
Mulligan Drive
Mulligan Drive

At Intersection of:

Cordeiro Drive
Renaud Avenue
Central Avenue
Locust Street
Dover Point Road
Back River Road
Dover Point Road
Silver Street
Washington Street
Washington Street
Old Rochester Road
Sixth Street
Woodland Road
Central Avenue
Ash Street
Hough Street
Sixth Street
Henry Law Avenue
Back River Road
Spruce Lane
Danielle Lane (south)
Mast Road
Chapel Street
Central Avenue

Ridge Street
Back Road
Dover Point Road
Stark Avenue
Central Avenue
Pleasant View Circle
Shawnee Lane
River Dale Avenue
Hough Street
Lowell Avenue
Sixth Street
Ash Street
Back Road
Samuel Hanson Avenue



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

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Ordinance Title: Vehicles and Traffic
Chapter: 141
Section: 42 Schedule C: Stop Intersections

Stop Sign on

Nelson Street
Newport Road
Newton Street
New Bellamy Lane
New Bellamy Lane
New York Street
Niles Street
Northam Drive
Northway Circle
Oak Street
Old Dover Point Road
Old Littleworth Road
Olde Madbury Lane
Old Rochester Road
Old Rochester Road
Old Stage Road
Orchard Street
Overlook Drive
Park Street
Park Street **[Added 3-27-2019 by Ord. No. 2019.03.13-005]**
Park Street
Park Street
Parker Street
Parker Street
Pearson Drive
Penny Lane
Philip Street
Philip Street
Pierce Street
Pierce Street
Pinecrest Lane
Pineview Drive
Plaza Drive
Pleasant View Circle
Pointe Place **[Added 3-27-2019 by Ord. No. 2019.03.13-005]**
Pondview Drive
Portland Avenue

At Intersection of:

Atkinson Street
Middlebrook Road
New Rochester Road
Dover Point Road
Spur Road
Broadway
Henry Law Avenue
Glenwood Avenue
Plaza Drive
Atlantic Avenue
Dover Point Road
Littleworth Road
Knox Marsh Road
Indian Brook Drive
Long Hill Road
Littleworth Road
Central Avenue
Tuttle Lane
Ham Street
Hill Street

New York Street
Oak Street
Rutland Street
Woodman Park Drive
Dover Point Road
Henry Law Avenue
Long Hill Road
Old Rochester Road
Broadway
Central Avenue
Weeks Lane
Dover Point Road
Glenwood Avenue
Whittier Street
Julia Drive and Teresa Drive

Mast Road
Main Street



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

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Ordinance Title: Vehicles and Traffic
Chapter: 141
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Stop Sign on

Production Drive
Progress Drive
Quail Drive
Quaker Lane
Redden Street
Renaud Avenue
Reservoir Street
Reyner's Brook Drive
Richmond Street
Ridge Street
River Street
Riverside Drive
Roberta Drive
Roberts Road
Rogers Street
Roosevelt Avenue
Roosevelt Avenue
Rutland Street
Rutland Street
St. John Street
St. John Street
St. Thomas Street (westerly)
St. Thomas Street (westerly)
St. Thomas Street (westerly)
Samuel Hanson Avenue
Sandpiper Drive
School Street
Seaborne Drive
Second Street
Shamrock Lane
Shawnee Lane
Shaw's Lane
Sixth Street
Sixth Street (4-way)
South Pine Street
South Watson Lane
South Watson Lane
Southwood Drive
Spring Street

At Intersection of:

Sixth Street
Knox Marsh Road
Sixth Street
Tuttle Lane
Horne Street
Shamrock Lane
Mt. Vernon Street
Sixth Street
Washington Street
Driveway of 833 Central Avenue
Henry Law Avenue
Dover Point Road
Dover Point Road
Dover Point Road
Portland Avenue
Horne Street
Mt. Vernon Street
Central Avenue
Silver Street
Broadway
Chapel Street
Atkinson Street
Belknap Street
Locust Street
Back Road
Watson Road
Main Street
Garrison Road
Chestnut Street
Renaud Avenue
Old Rochester Road
Garrison Road
Central Avenue
Chestnut Street
Central Avenue
East Watson Street
Stark Avenue
Mast Road
Central Avenue



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.04.08 – 004**
Ordinance Title: Vehicles and Traffic
Chapter: 141
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Stop Sign on

Spring Street
Spruce Lane (easterly and westerly)
Spur Road [**Added 4-1-1992 by Ord. No. 04-92**]

Station Drive
Strafford Road
Sullivan Drive
Summer Street
Summer Street [**Added 3-27-2019 by Ord. No. 2019.03.13-005**]

Summer Street
Sumner Drive
Sunnybrooke Drive
Sunset Drive
Susannah's Crossing [**Added 12-9-2015 by Ord. No. 2015.10.28-026**]

Sylvan Drive
Tennyson Avenue
Tennyson Avenue
Third Street
Third Street
Third Street (westerly)
Thornwood Drive [**Added 3-27-2019 by Ord. No. 2019.03.13-005**]

Three Rivers Farm Road
Towle Avenue
Towne Drive
Trakey Street
Trakey Street
Tuttle Lane
Tuttle Lane
Union Street
Upper Factory Road [**Added 4-23-2014 by Ord. No. 2014.04.09-007**]

Wallace Drive
Washington Street [**Added 12-26-2016 by Ord. No. 2016.10.12-013**]

Watson Road
Watson Road

At Intersection of:

Locust Street
Back River Road
Gerrish Road

Sixth Street
Old Rochester Road
Old Rochester Road
Central Avenue
Elm Street

Locust Street
Knox Marsh Road
Mast Road
Bellamy Road
Emerald Lane

Durham Road
Court Street
Henry Law Avenue
Chestnut Street
Grove Street
Chestnut Street
Julia Drive and Teresa Drive

Gulf Road
Clifford Street
Henry Law Avenue
Central Avenue
Locust Street
Dover Point Road
Middle Road
Court Street
Tolend Road

Columbus Avenue
Arch Street

County Farm Road
Tolend Road



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.04.08 – 004**
Ordinance Title: Vehicles and Traffic
Chapter: 141
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Stop Sign on

Wentworth Douglass Hospital Driveway
Wentworth Douglass Hospital ER Entrance
Wentworth Terrace
Westgate Drive
Westwood Circle
Whittier Street
Whittier Street
Wilbrod Avenue
Wildewood Drive
Wildewood Drive
Willand Avenue
Willand Avenue
Williams Street
Willow Street
Wingate Lane
Woodland Road
Woodman Park Drive
Young Street

At Intersection of:

Old Rollinsford Road
Central Avenue
Hilton Park Drive
Knox Marsh Road
Littleworth Road
Glenwood Avenue
Tolend Road
Glenwood Avenue
Cottonwood Drive
Sixth Street
New Rochester Road
Old Rochester Road
Henry Law Avenue
Tolend Road
Back River Road
Stark Avenue
Clifford Street
Main Street

3. TAKES EFFECT

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

REQUIRES A PUBLIC HEARING

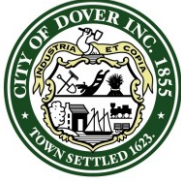
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor 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 - ORDINANCE Agenda Item#: 12.A.1. Ordinance Number: O – 2020.04.08 – 004 Ordinance Title: Vehicles and Traffic Chapter: 141 Section: 42 Schedule C: Stop Intersections
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DOCUMENT HISTORY:

First Reading Date: 04/08/2020	Public Hearing Date: 04/22/2020
Approved 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.		

ORDINANCE BACKGROUND MATERIAL:

This ordinance proposes adding nine new stop signs in the City: (1) stop sign on Grove Street and the intersection of Third Street; (2) stop signs on Forest Street and the intersection of Essex Street, (3) stop signs at Forest Street at the intersection of Hancock Street; (4) a stop sign at Shamrock Lane at the intersection of Renaud Avenue; (5) a stop sign at Keating Avenue at the intersection of Renaud Avenue; and (6) a stop sign at Renaud Avenue at the intersection of Shamrock Lane;

The proposed stop signs at Grove/Third would convert this intersection from two-way to an all-way stop, in anticipation of more equalized traffic volumes and increased traffic using this intersection. This change was proposed in a traffic study, and subsequently endorsed by City staff and by the Planning Board in connection with the approved project creating additional development at 6 Grove Street (Planning File #16-31C). The developer will provide pavement markings (stop lines) and will install the new stop signs in connection with the project development.

The remaining proposed stop signs are recommended by the Transportation Advisory Commission for public safety reasons.

The proposed stop signs on Forest Street (numbers (2) and (3) in the above paragraph) will effectively convert these two intersections from two-way to all-way stops. This revision is recommended by the Transportation Advisory Commission after consideration of resident concerns in the Forest Street neighborhood. This change will help clarify the right-of-way rule at these locations and is proposed to improve pedestrian safety in the neighborhood.

Document Created by: Legal	O-2020.04.08_Chapter 141, Vehicles and Traffic
Document Posted on: April 16, 2020	Section 42 Schedule C: Stop Intersections
	Page 11 of 12



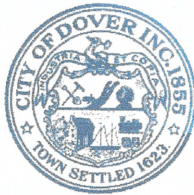
CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 12.A.1.

Ordinance Number: **O – 2020.04.08 – 004**
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The proposed stop signs on Shamrock Lane, Keating Avenue, and Renaud Avenue (numbers (4), (5), and (6) in the first paragraph above) will effectively convert this three-way intersection into an all-way stop, where presently there are no traffic control devices. This revision is recommended by the Transportation Advisory Commission after consideration of resident concerns in this neighborhood, especially following the recent neighborhood reconstruction involving Birchwood, Shamrock, and Renaud Avenue.



**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: Jewelry Creations, Inc.

Federal Tax ID number for Organization: _____

Check (✓) Nature of Organization:

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

(Describe) Community New Renewal Ceremony

Contact Person: Kelly Glennon Day Time Telephone: 603.521.4321

Address: 388 Central Ave Email Kagennon@jewelrycreationsinc.com

Purpose of Permit: Have access to Hwy Waldron Court alley next to our store.

Date of Event: 8/8/2020 Specific Time: 2:00 pm

Location of Event: Waldron Court Alley next to Jewelry Creations

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

Prize (s) To Be Awarded: \$1,000 JC gift card, weekend away for 2

Cost of Ticket: 0 Date of Drawing: 8/8/2020

Place of Drawing: @ Event

* 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>

*MES
Raffle permit
not required.*

*****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): Waldron Court Alley

Police Department Block Party Approval Signature: _____

Printed Name: Sgt. Marn Speidel, Traffic Bureau 3/18/2020

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: 3/18/2020

(duly authorized)

PRINTED NAME: Kelly Glennon

Licensing Board Approval [Signature] Date: 3/19/2020



**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: Pope Memorial Humane Society - Cocheo Valley
Federal Tax ID number for Organization: 22-2561784

Check (✓) Nature of Organization:

Religious _____, Educational _____, Charitable ☒ Civic _____, Sports _____, Veterans _____, Fraternal or Political _____, Other _____
(Describe) Humane society to care for animals

Contact Person: Deborah Shelton Day Time Telephone: 603-744-5322 ext 106
Address: 221 County Farm Rd Email: dshelton@popehumane.org
Purpose of Permit: 50/50 raffle at Comedy Night event
Date of Event: June 26, 2020 Specific Time: 9:00 pm
Location of Event: The Dover Elks Lodge

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

Prize (s) To Be Awarded: 1/2 of the total money collected
Cost of Ticket: \$1 for 1 \$5 for 6 Date of Drawing: June 26, 2020
Place of Drawing: The Dover Elks Lodge

* 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

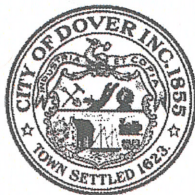
Block Party Location (attach map if more than one street is affected): _____
Police Department Block Party Approval Signature: _____
Printed Name: _____

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: Deborah Shelton DATE: 3/18/2020
(duly authorized)

PRINTED NAME: Deborah Shelton

Licensing Board Approval [Signature] Date: 3/19/2020



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: Pope Memorial Humane Society

Federal Tax ID number for Organization: 22-2561784

Check (☒) Nature of Organization:

Religious ___, Educational ___, Charitable ☒ ___, Civic ___, Sports ___, Veterans ___, Fraternal or Political ___, Other
(Describe) Animal Shelter (501c3 nonprofit)

Contact Person: Melanie Burger Day Time Telephone: 603.303.3908

Address: 221 County Farm Road, Dover Email mburger@popememorialcvhs.org

Purpose of Permit: To hold a fundraising event with vendor fair, activities, and raffles in Henry Law Park

Date of Event: September 27, 2020 Specific Time: 11am-3pm (setting up at 8am)

Location of Event: Henry Law Park. Lower area and possibly the stage, if allowed.

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

Prize (s) To Be Awarded: Raffle baskets comprised of donated items (pet care baskets, gift cards, etc)

Cost of Ticket: \$1/1, \$5/6, \$20/arm span Date of Drawing: September 27, 2020

Place of Drawing: Henry Law Park

* 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: _____

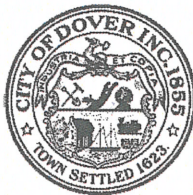
Printed Name: Sgt. Marn Speidel, Traffic Bureau

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: 3/25/2020
(duly authorized)

PRINTED NAME: Melanie Burger

Licensing Board Approval (Signature) Date: 3/27/2020



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: Pope Memorial Humane Society

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): Charity dog walk from Henry Law Park through downtown

Contact Person: Melanie Burger

Day Time Telephone: 603.303.3908

Address: 221 County Farm Road, Dover

Email mburger@popememorialcvhs.org

Date of Event: September 27, 2020

Specific Time: 12:30-1:00pm

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

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

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

Police Department Parade Route Approval Signature: _____

Printed Name: Sgt. Mark Speidel

Check Here If Parade Route Is Attached: ☒

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

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

Road Toll Location: _____

Police Department Road Toll Approval Signature: _____

Printed Name: _____

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

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

SIGNATURE OF APPLICANT: _____

DATE: 3/25/2020

(duly authorized)

PRINTED NAME: Melanie Burger

Licensing Board Approval _____

Date: 3/27/2020

1/2015





COI required
MES

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

512

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: St. Mary Academy

Federal Tax ID number for Organization: 02-0342967

Check(✓) Nature of Organization:

Religious____, Educational✓, Charitable____, Civic____, Sports____, Veterans____, Fraternal or Political____, Other____

Name/Description of Event (if applicable): SMA 5K

Contact Person: Beth Evans Day Time Telephone: 742-1850 • 1-800-930-1478

Address: 222 Central Ave Dover, NH Email: bhevensa@stmaryacademy.org

Date of Event: June 18, 2020 Specific Time: 6:30pm

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

*******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: Beth Evans DATE: 4.9.2020
(duly authorized)

PRINTED NAME: Beth Evans

Licensing Board Approval [Signature] Date: 4/15/2020

1/2015



Cataract Ave

Rutland St

Rutland St

Mile 3: On north side of Nelson St 5 ft 3 inches E of UP NET&TCO 6 PSC 49 2, and about even with west side of 5 Nelson St.

Speidel, Marn

From: Lise Study [mailto:lstudy@stmaryacademy.org]

Sent: Wednesday, April 15, 2020 10:43 AM

To: Speidel, Marn <M.Speidel@dover.nh.gov>

Cc: Beth Evans <bevans@stmaryacademy.org>

Subject: Re: SMA 5K permit

Marn,

Thanks for the information. We do understand that we have to follow the guidelines of the CDC and the City of Dover with regards to the Covid-19 pandemic.

We will proceed if we can and understand that a reschedule may need to be made. We will provide insurance as well.

Thanks

Lise and Beth

Lise Study
Administrative Assistant
742-3299

On Wed, Apr 15, 2020 at 9:59 AM Speidel, Marn <M.Speidel@dover.nh.gov> wrote:

Greetings Beth and Lise,

The City has received and will process your Parade permit application for the rescheduled 5K road race proposed for the evening of June 18, 2020.

Before the Licensing Board will approve your application to move forward for the City Council's review, please acknowledge by reply to this message that the issuance of this permit will be conditioned upon future changes to the current restrictions on public gatherings in response to the COVID-19 pandemic. The City will work closely with you to follow guidance from the CDC with respect to public gatherings, which may require you to postpone the event yet again.

If it appears that the June 18 event will occur as planned, please also be reminded that a Certificate of Insurance should be provided to the City by June 11 in accordance with the terms of the permit application.

Thank you for your consideration.

Regards, Marn Speidel

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



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2020.04.22 – 059**

Resolution Re: **B16026 Design Services - Community Trail Expansion Phase III**

WHEREAS: The sealed Request for Qualifications #B16026 was solicited for the design services for the Community Trail Expansion and replies were received on January 28, 2016 @ 1:00 PM; and

WHEREAS: Five qualification packets were received and evaluated and a short list of three firms was selected for interviews on February 8, 2016. The evaluating team selected the team of Fuss & O'Neill (formerly CLD Consulting Engineers) as the firm best qualified for this project; and

WHEREAS: Fuss & O'Neill has submitted a scope of work and project cost summary in the amount of \$110,887.00 related to construction administration services associated with the Dover Community Trail Expansion Phase III project. It is the recommendation to proceed with a contract in the amount of \$110,887.00 to Fuss & O'Neill contingent upon approval by the New Hampshire Department of Transportation (NHDOT).

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

Upon receipt of the approval of NHDOT, the purchasing agent is hereby authorized to issue a Purchase order to Fuss & O'Neill for construction administration services in the amount not to exceed \$110,887.00. The City Manager, or designee, is hereby authorized to contract with the vendors, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
4020.1.180.43122.4715.03371.20	Land Improvements	150,000.00	117,115.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2020.04.22 – 059**

Resolution Re: **B16026 Design Services - Community Trail Expansion
Phase III**

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.A.6.

Resolution Number: **R – 2020.04.22 – 059**

Resolution Re: **B16026 Design Services - Community Trail Expansion
Phase III**

RESOLUTION BACKGROUND MATERIAL:

The City has received a Transportation Alternative Project (TAP) grant from New Hampshire Department of Transportation (NHDOT). This expansion project is Phase III of the Community Trail. The trail follows the ROW of the former Newington and Dover railroad line and is utilized by many users as the modal means of avoiding vehicular routes.

The phase is in two segments. Segment 1 is the construction at the Fourth Street Bridge adjacent to the Down East Energy property to get multi-purpose trail users up/down a fairly steep slope. Segment 2 is the construction of required railings, signage, and clearing in the rail bed between the Fisher Street to Central Ave/Route 108 Section of the Community trail.

This trail is both recreational in nature, as well as a clear alternative mode of transportation for users. Additionally, the completion of the trail will provide alternative access routes for low to moderate income residents to follow to reach mass transit options (Wildcat Transit, COAST, the Downeaster) at the Dover Transportation Center. Lastly, the completion of the trail will bring closure to this important civic project, which since 2001 has seen local Conservation, LCHIP, and TE monies, as well as volunteer hours and donations.

The current portions of the Dover Community Trail traverses former railroad bed, 12 feet wide. The proposed continuation of the project would connect two portions of the trail, which are gaps. The first gap is two thousand eighty-five feet (2,085') between Central Avenue and Fisher Street. Work identified on this portion has been designed and partially engineered. During the design process, a wetlands crossing was identified and discussions with NHDES confirmed permitting needs and ways to minimize impact on a small drainage brook area created by the former railroad.

The other portion of the grant work would create a trail head at the top of a sloped area on private land. Once in place, the trail head and a stair/ramp system, similar to one previously used on the completed portion of the trail, would be installed to improve access along the trail down a sloped area. This slope area would require permitting and review as it is within twenty-five feet (25') of the Cochecho River. Additionally, this portion of the trail currently has some drainage way crossings, which may be improved, and would need environmental review.

Fuss & O'Neill's scope of services and proposal in the amount of \$110,887.00 is related to construction administration services associated with Dover Community Trail Phase III and close-out of this project.

Bid Information:

The sealed Request for Qualifications B16026 was solicited for the design services for the Community Trail Expansion and replies were received on January 28, 2016 @ 1:00 PM.

Award Information:

Upon receipt of the approval of NHDOT, a purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2020.04.22 – 059**

Resolution Re: **B16026 Design Services - Community Trail Expansion
Phase III**

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations emailed:	453	Number of Responses:	5
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completion	Estimated Delivery:	As needed
Recommended Award to:	Fuss & O'Neill	Fund:	Trail
Other Approvals Required:	Yes NHDOT	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

[B16026 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2020.04.22 – 060**

Resolution Re: B20023 Intersection Improvements to 6th Street at Venture Drive

WHEREAS: Sealed bids #B20023 were requested and received Intersection Improvements to Sixth Street at Venture Drive on April 7, 2020 at 2:00 PM EST; and

WHEREAS: Three proposals were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services with reply being deemed most advantageous to the city being submitted by NM Curtis Earth Works, Inc.; and

WHEREAS: The City has reviewed the scope of work and costs from NM Curtis Earth Works, Inc. for constructing a new channelized right turn lane with associated minor roadway and drainage improvements at the intersection of 6th Street at Venture Drive and it is the recommendation to award to NM Curtis Earth Works, Inc. at the total project cost provided in conjunction with Bid #B20023 in the amount of \$100,619.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to NM Curtis Earth Works, Inc. of North Berwick, ME for the construction of a new channelized right turn lane with associated minor roadway and drainage improvements at the intersection of 6th Street at Venture Drive in the amount of \$100,619.00. 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
4017.1.300.43121.4751.03115.17	Roadways	228,764.20	196,663.00

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 Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2020.04.22 – 060**

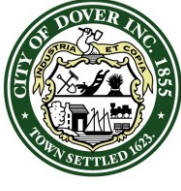
Resolution Re: B20023 Intersection Improvements to 6th Street at Venture Drive

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.7. Resolution Number: R – 2020.04.22 – 060 Resolution Re: B20023 Intersection Improvements to 6th Street at Venture Drive
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RESOLUTION BACKGROUND MATERIAL:

The City requested proposals via sealed Bid #B20023 from vendors for constructing a new channelized right turn lane with associated minor roadway and drainage improvements at the intersection of 6th Street at Venture Drive.

Bid Information:

Sealed bids #B20023 were requested and received for constructing a new channelized right turn lane with associated minor roadway and drainage improvements at the intersection of 6th Street at Venture Drive on April 7, 2020 at 2:00 PM EST.

Award Information:

A purchase order will be issued to NM Curtis Earth Works, Inc. to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	493	Number of Responses:	3
Warranty:	n/a	Terms:	Net 30, FOB Dover
Work Bonded:	Yes	Contract:	no
Prices will hold for:	Until complete	Estimated Delivery:	Mid-October 2020
Recommended Award to:	NM Curtis Earth Works, Inc.	Fund:	CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B20023 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2020.04.22 – 061**

Resolution Re: B20041 Athletic Fields' Lawns and Grounds Mowing and Maintenance

WHEREAS: A Sealed (RFP) Request for Proposal #B20041 was issued and received for Athletic Fields' Lawns and Grounds Mowing and Maintenance on March 25, 2020 at 2:00 p.m. A mandatory pre-proposal site visit was conducted on March 12, 2020 with eight vendors attending; and

WHEREAS: Five responses were received and reviewed for necessary ability to comply with proposal criteria. It is the recommendation to award to B&M Property Maintenance at the rates provided in conjunction with RFP #B20041 in the amount not to exceed \$36,290.00. The RFP requested a one-year agreement with the option to renew for two subsequent mowing seasons contingent upon satisfactory vendor performance, funding availability and mutually agreed-upon rates.

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 B&M Property Maintenance of Rochester, NH for Athletic Fields' Lawns and Grounds Mowing and Maintenance in the amount of \$36,290.00. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43180.4432.00000.	Maint Chrgs-Impro o/t Building	98,300	46,172

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 Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2020.04.22 – 061**

Resolution Re: B20041 Athletic Fields' Lawns and Grounds Mowing and Maintenance

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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.8.

Resolution Number: **R – 2020.04.22 – 061**

Resolution Re: B20041 Athletic Fields' Lawns and Grounds Mowing and Maintenance

RESOLUTION BACKGROUND MATERIAL:

To provide lawn and ground mowing and maintenance services for Dover athletic fields as outlined in request for proposal and noted below to include the following areas:

Group "A"

- Woodman Park (including area next to tennis courts)
- Maglaras Park (2 ballfields plus entrance road)
- Horne Street School (ballfield and adjacent playground to Crescent Rd.)
- Garrison School (ballfields and playground area including around tennis courts)

Group "B"

- Guppy Park (softball field & arena, pool, pavilion and sign area)
- Sullivan Drive ballfield
- Longhill Park multi-purpose field

Bid Information:

A Sealed Request for Proposal #B20041 was issued and received for athletic fields' lawns and grounds mowing and maintenance on March 25, 2020 at 2:00 p.m.

Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	189	Number of Responses:	5
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	As needed
Recommended Award to:	B&M Property Maintenance	Fund:	General Fund
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	No	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B20041 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2020.04.22 – 062**

Resolution Re: Authorization for Relocation of Utility Easements and to Seek Lot Line Adjustment With First Street at Garrison, LLC and First Street at Chestnut, LLC

- WHEREAS: The City owns sewer easements on property owned by First Street at Garrison, LLC at 200 First Street (Tax Map 6/3-1), as reserved in a Warranty Deed recorded with the Strafford County Registry of Deeds at Book 4228, Page 707; and
- WHEREAS: The owner has inadvertently located foundation footings and walls that slightly encroach within the City's sewer easements; and
- WHEREAS: The owner has proposed relocating the sewer easements approximately two feet northerly to address the encroachment; and
- WHEREAS: Separately, the same owner (200 First Street, Tax Map 6/3-1 owned by First Street at Garrison, LLC) and its abutter at 24 Chestnut Street (Tax Map 6/9 owned by First Street at Chestnut, LLC) have proposed to proceed with a lot line adjustment that, in part, would result in widening Chestnut Street to encompass the existing sidewalk, as required on the site plan approved by the Planning Board; and
- WHEREAS: The lot line adjustment would also move one boundary line between these two owners to accommodate and work in concert with the relocated easements; and
- WHEREAS: The lot line adjustment would not require the City to convey any land, but would result in the City acquiring approximately 17 Square Feet from the 24 Chestnut Street parcel and 497 Square Feet from the 200 First Street parcel.

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

That the City Manager is authorized to proceed with drafting, negotiating, finalizing, and executing, the proper deeds, paperwork, or other instruments to relocate the sewer easements on property owned by First Street at Garrison, LLC at 200 First Street (Tax Map 6/3-1), and to record the necessary documents with the Strafford County Registry of Deeds.

AND, FURTHER BE IT RESOLVED THAT:

That the City Manager is authorized to pursue and finalize a lot line adjustment as described herein conditioned upon the parties obtaining all necessary local approvals (i.e. Dover Planning Board) for the land exchanges and lot line adjustments; and, to draft, negotiate, and execute the necessary deeds, paperwork, or other instruments to effectuate same once approvals have been obtained; and to record the necessary documents with the Strafford County Registry of Deeds.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2020.04.22 – 062**
Resolution Re: Authorization for Relocation of Utility Easements and to
Seek Lot Line Adjustment With First Street at Garrison,
LLC and First Street at Chestnut, LLC

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

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 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.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.9.

Resolution Number: **R - 2020.04.22 – 062**
Resolution Re: Authorization for Relocation of Utility Easements and to
Seek Lot Line Adjustment With First Street at Garrison,
LLC and First Street at Chestnut, LLC

RESOLUTION BACKGROUND MATERIAL:

By way of background, the City has an existing Development Agreement with First Street at Garrison, LLC.

The City reserved the sewer easements when it conveyed that parcel out to the developer. The encroachment on the sewer easements is only a matter of inches in several areas. City staff met with the owner on site to review the proposal. The existing sewer line would still fall within the easement area. A private manhole constructed by the owner may partially be located in the relocated easement and City staff would include language in the deeds clarifying that manhole is not the City's responsibility. There is a third utility easement needing to be moved, which is apparently owned by the Dover Housing Authority ("DHA"). Any relocating of the City's sewer easements would need to be coordinated with, and conditioned on, satisfactory resolution and relocation of the DHA's easement as well.

The lot line adjustment on Chestnut Street was a requirement of the site plan approved by the Planning Board. The lot line adjustment on Chestnut Street would benefit the City by placing the existing sidewalk in this section of Chestnut Street fully or nearly fully within the existing public right of way. Currently, two sections of the sidewalk apparently extend onto private property at 200 First Street and 24 Chestnut Street. The owners also intend to seek a lot line adjustment of a boundary line between them in order to accommodate and work in concert with the easement relocations.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

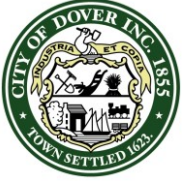
Resolution Number: **R – 2020.04.22 – 063**

Resolution Re: Authorization and Approval to Accept Untimely Tax Year 2020 Property Tax Exemption/Credit Applications and Lists Due to COVID-19

- WHEREAS: The COVID-19 (novel coronavirus) pandemic is currently affecting the United States, including New Hampshire and the City of Dover; and
- WHEREAS: On March 13, 2020, the Governor declared a State of Emergency, which remains in effect; and
- WHEREAS: The Governor has issued a series of emergency orders aimed at mitigating the spread of COVID-19, including but not limited to orders closing or restricting certain non-essential businesses and instructing citizens to stay at home generally; and
- WHEREAS: The COVID-19 pandemic and mitigation measures are causing significant economic disruption and displacement of businesses, non-profits, and individuals/employees; and
- WHEREAS: The current State of Emergency and related restrictions remain in effect until May 5, 2020; and
- WHEREAS: By statute (RSA 72:33, I), the deadline for filing applications for various real estate tax exemptions and credits falls on April 15, 2020; and
- WHEREAS: By separate statute (RSA 72:23-c, I), the deadline for religious, educational, charitable, and similar organizations to file an annual list of real estate claimed to be exempt also falls on April 15, 2020; and
- WHEREAS: These statutes also provide that untimely applications and lists for the aforesaid tax exemptions and credits may be accepted where a person is prevented by accident, mistake, or misfortune from filing a timely application or list; and
- WHEREAS: The COVID-19 pandemic is an historic local, statewide, nationwide, and global health emergency causing widespread disruption of businesses and lives, while necessitating restrictions on mobility, all warranting relief from the statutory deadlines such as the aforementioned real estate tax exemption/application/list filing deadlines; and

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

The COVID-19 pandemic and resulting effect on taxpayers' ability to timely satisfy the April 15th deadlines for real estate tax exemption/credit applications and lists constitutes "accident, mistake, and misfortune" within the meaning of RSA 72:33, I-a and RSA 72:23-c, I.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2020.04.22 – 063**

Resolution Re: Authorization and Approval to Accept Untimely Tax Year
2020 Property Tax Exemption/Credit Applications and
Lists Due to COVID-19

AND, FURTHER BE IT RESOLVED THAT:

The City Tax Assessor is hereby authorized and directed to accept untimely real estate tax exemption or credit applications and lists and waive any untimeliness, provided (i) the City Tax Assessor is satisfied that the untimeliness sufficiently resulted from the COVID-19 pandemic, and (ii) the required application or list is filed no later than June 1, 2020.

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.10.

Resolution Number: **R – 2020.04.22 – 063**

Resolution Re: Authorization and Approval to Accept Untimely Tax Year 2020 Property Tax Exemption/Credit Applications and Lists Due to COVID-19

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 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:

The intent of this resolution is to assist Dover taxpayers by relaxing the effect of the normal statutory deadlines given the extraordinary circumstances of the current COVID-19 pandemic. The Governor has relaxed a variety of procedural requirements in order to provide relief to the citizens of New Hampshire. The federal government has as well, including the federal income tax deadline extension from April 15, 2020 to July 15, 2020.

The City does not have the statutory authority to extend real estate tax filing deadlines. However, the City does have statutory authority and discretion to accept untimely applications if the application is caused by “accident, mistake or misfortune.” “The words ‘accident, mistake or misfortune’ ordinarily import something outside of the petitioner’s control, or at least something which a reasonably prudent man would not be expected to guard against or provide for.” *Pelham Plaza v. Pelham*, 117 N.H. 178, 182 (1977) (quotation omitted).

This resolution does not relieve taxpayers from satisfying the various substantive statutory and other criteria required for the approval of a tax exemption or credit. This resolution is only intended to provide relief from the April 15, 2020 deadline itself.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.10.

Resolution Number: **R – 2020.04.22 – 063**

Resolution Re: Authorization and Approval to Accept Untimely Tax Year
2020 Property Tax Exemption/Credit Applications and
Lists Due to COVID-19

Excerpts of the relevant statutes appear below:

72:33 Application for Exemption or Tax Credit. –

I. No person shall be entitled to the exemptions or tax credits provided by RSA 72:28, 28-b, 28-c, 29-a, 30, 31, 32, 35, 36-a, 37, 37-a, 37-b, 38-b, 39-b, 62, 66, and 70 unless the person has filed with the selectmen or assessors, by April 15 preceding the setting of the tax rate, a permanent application therefor....

I-a. If any person, otherwise qualified to receive an exemption or credit, shall satisfy the selectmen or assessors that he or she was prevented by accident, mistake, or misfortune from filing a permanent application or amended permanent application on or before April 15 of the year in which he or she desires the exemption to begin, said officials may receive the application at a later date and grant an exemption or credit for that year; but no such application shall be received or exemption or credit granted after the local tax rate has been approved for that year.

72:23-c Annual List. –

I. Every religious, educational and charitable organization, Grange, the Veterans of Foreign Wars, the American Legion, the Disabled American Veterans, the American National Red Cross and any other national veterans association shall annually, on or before April 15, file a list of all real estate and personal property owned by them on which exemption from taxation is claimed If any such organization or corporation shall willfully neglect or refuse to file such list upon request therefor, the selectmen may deny the exemption. If any organization, otherwise qualified to receive an exemption, shall satisfy the selectmen or assessors that they were prevented by accident, mistake or misfortune from filing an application on or before April 15, the officials may receive the application at a later date and grant an exemption thereunder for that year; but no such application shall be received or exemption granted after the local tax rate has been approved for that year.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2020.04.22 – 064**
Resolution Re: Broadway Railroad Culvert Engineering Services
Amendment V

- WHEREAS: A Sealed Request for Proposal #B99057 was issued and received for consulting services for the design of a culvert replacement at the railroad section of Broadway in March 1999. In 2004, the project was revisited and due to negotiations with railroad company the project was not completed; and
- WHEREAS: Ten replies were received on the RFP with six being 'No Bids'. The remaining four were evaluated and SEA Consultants, Inc (now known as Kleinfelder Northeast, Inc) was awarded via council resolution [R-2015.09.23-124](#) in the amount of \$43,800.00; and
- WHEREAS: The city has received four amendments as outlined in the background section and approved by council over the years; and
- WHEREAS: Kleinfelder Northeast, Inc. has submitted Amendment # V in the amount of \$247,700.00 for additional construction administration and oversight services, as well as special services of a tunnel blasting subconsultant. It is the recommendation to increase the contract by this amount making the new total contract in the amount of \$685,100.00.

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

The Purchasing Agent is hereby authorized to issue an amendment to the Purchase Order to Kleinfelder Northeast, Inc. of Cambridge, MA for additional construction administration and oversight services, as well as special services of a tunnel blasting subconsultant in the amount of \$247,700.00. 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
4021.1.300.43121.4751.03143.21	Oak/Ham/Ela Area Reconstruction	2,300,000	598,375

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Robert Carrier
By Request

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

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R – 2020.04.22 – 064**
Resolution Re: Broadway Railroad Culvert Engineering Services
Amendment V

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.B.1.

Resolution Number: **R – 2020.04.22 – 064**
Resolution Re: Broadway Railroad Culvert Engineering Services
Amendment V

RESOLUTION BACKGROUND MATERIAL:

The City received a SRF LOAN from NHDES to assist with the cost and Kleinfelder Northeast, Inc proceeded with updating the plans and specifications for bidding out the railroad section of Broadway.

In June 2016, the City received Amendment # I in the amount of \$24,700.00 for additional design services, as well as Amendment # II from Kleinfelder Northeast, Inc in the amount of \$37,400.00 for additional design services. Amendment # I and # II were approved via council resolution [R-2017.11.08-164](#).

Kleinfelder Northeast, Inc also submitted Amendment # III in the amount of \$293,300.00 for construction administration and oversight services which was approved via council resolution [R-2018.10.24-140](#), as well as Amendment # IV for additional subsurface investigations and construction administration and oversight services in the amount of \$38,200.00 approved via council resolution [R-2020.04.08-052](#).

Bid Information:

A Sealed Request for Proposal B99057 was issued and received for consulting services for the design of culvert replacement at the railroad section of Broadway in March 1999.

Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution. Approval of the amendment is also required by NHDES to remain eligible for continued SRF funding.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	N/A	Number of Responses:	4 and 6 NB
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:	Kleinfelder Northeast, Inc.	Fund:	CIP
Other Approvals Required:	Yes, NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2020.04.22 – 065**
Resolution Re: **B20059 Curbside Weed Control Services**

- WHEREAS: A Sealed Request for Proposal #B20059 was issued and received for curbside weed control services for the 2020 season on April 8, 2020 at 2:00 p.m.; and
- WHEREAS: Two bid responses were received and reviewed for necessary qualifications, experience, skills, project understanding, approach and ability to comply with proposed scope of services. Three Options were requested Option A- Fees for requested services (Esplanade 200 or equivalent): for Complete Weed Control – top & bottom of curb. Option B- Fees for requested services (mechanical/alternative): for Complete Weed Control – top & bottom of curb. Option C- Fees for requested services (organic-based alternative): for Complete Weed Control – top & bottom of curb; and
- WHEREAS: The city received a scope of services and the low cost for Option A using Esplanade 200 SC and Reward Herbicides from Municipal Pest Management Services, Inc. in the amount of \$14,760.00; and
- WHEREAS: The city received a scope of services and the low cost for Option B, mechanical removal using string trimmers, from DeAngelo Brothers, LLC in the amount of \$57,000.00; and
- WHEREAS: The city received a scope of services and the low cost for Option C, organic herbicide using Finalsan, from Municipal Pest Management Services, Inc. in the amount of \$37,800.00.

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

The Purchasing Agent is hereby authorized to issue a Purchase Order to either Municipal Pest Management Services, Inc., of Newington, NH for curbside weed control services at rates provided in conjunction with proposal #B20059 for Option A or Option C; or to DeAngelo Brothers, LLC of Hazelton, PA for curbside weed control services at rates provided in conjunction with proposal #B20059 for Option B. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

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

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4432.00000.	Maint Chrgs - Impr o/t Buildings	146,697	109,396

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 Wyatt
City Attorney

Recorded by: Susan Mistretta
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R – 2020.04.22 – 065**
Resolution Re: **B20059 Curbside Weed Control Services**

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.B.2.

Resolution Number: **R – 2020.04.22 – 065**

Resolution Re: **B20059 Curbside Weed Control Services**

RESOLUTION BACKGROUND MATERIAL:

Vendors were requested to provide pricing options for at least two of the following options:

- A. Esplanade 200 or equivalent (no glyphosate-based materials allowed)
- B. An alternative treatment/method, or mechanical means, that avoids the use of EPA regulated materials, such as burning, mechanical removal, CO2 use and or liquid nitrogen applications.
- C. Organic and or integrated pest management techniques listing products and number of applications needed if more or less than four.

Municipal Pest Management Services, Inc. provided the lowest pricing options and a scope of services for Option A and Option C. DeAngelo Brothers, LLC provided the lowest pricing option for Option B. It is the recommendation to proceed with an award for services outlined under one of the three Option A, B or C.

The proposed FY21 Streets Budget includes an allocation of \$15,000 for anticipated curbside weed control services. Recent budget amounts for prior years were: FY20 \$0 (experimented with steam treatment); FY19 - \$8,400; and FY18 - \$8,000.

Bid Information:

A Sealed Request for Proposal #B20059 was issued and received for curbside weed control services for the 2020 season on April 8, 2020 at 2:00 p.m.

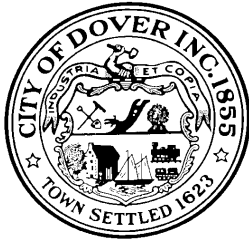
Award Information:

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

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Emailed:	191	Number of Responses:	2
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	2020 service completion	Estimated Delivery:	As needed
Recommended Award to:	TBD	Fund:	CS - Streets
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	One vendor has previously worked for the City.	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B20059 Bid Documents](#)



MEMORANDUM

TO: J. Michael Joyal, City Manager
FROM: John Storer, Director of Community Services
DATE: April 16, 2020
SUBJECT: Bid 20059 – Curbside Weed Control Services

The City solicited 3 options for Curbside Weed Control Services via B20059. Responses were received April 8, 2020. The intent is to eliminate, or control weed growth on approximately 30 miles of key arterial streets and sidewalks, such as Central Avenue, Broadway, 6th Street and Silver Street. A map is attached that highlights areas targeted for treatment.

The 3 options requested, and corresponding low bidder and pricing are noted as follows:

Option A – synthetic herbicide, product Esplanade 200. Low Bidder – Municipal Pest Management, Newington, NH - \$14,760

Option B – mechanical removal. Low Bidder – DeAngelo Brothers, LLC, Hazleton, PA. - \$57,000.

Option C – organic herbicide, product Finalsan. Low Bidder – Municipal Pest Management, Newington, NH - \$37,800

Historically, the City had bid out Curbside Weed Control Services every two years. There would be a 1-year contract, with the option to renew for the 2nd year. Bids were solicited in FY16, and again in FY18. The FY18 and FY19 Budgets included an amount of \$8,000 and \$8,400, respectively for curbside weed control services. These budget amounts were based on the application of glyphosate-based herbicides, and treatment occurred 4 separate times through the summer growing season. Please note that starting in calendar 2019, glyphosate is no longer being utilized.

Recent Budget Appropriations specific for curbside weed treatment are listed below. These are included in the Streets budget. Listed first is the amount appropriated specifically for weed control. Then there is the total for the 4432 Account, which covers miscellaneous highway improvements like line striping, guardrail repairs, traffic signal maintenance, etc.

- FY21 - \$15,000 weed control; \$165,000 total 4432 account
- FY20 - \$0 weed control (steam); \$146,697 total 4432 account - \$0 for weed
- FY19 - \$8,400 weed control; \$145,697 total 4432 account
- FY18 - \$8,000 weed control; \$138,107 total 4432 account

MEMORANDUM

Page 2, April 16, 2020

Last year, in calendar 2019, to completely eliminate the use of glyphosate, no chemicals were applied as we constructed and experimented with a steam treatment unit. We had pilot-tested steam treatment in late 2018, and while high-temperature steam is an effective herbicide, it proved to be significantly labor, and fossil fuel intensive. For the steam to be effective, it requires contact time with post-emergent weeds to essentially destroy the cell structural, thereby killing the weeds. Towards the end of last summer, our staff could not keep up with the weed growth, so we engaged a few staff from the Facilities & Grounds Division to use mechanical string trimmers.

The sole use of steam 2020 would not allow us to keep up with expected treatment based on our current staffing and equipment levels. Bids were solicited for contracted weed control services through outside vendors. Below is some general information based on the 3 options.

Option A. Esplanade 200 was specified as a possible herbicide based on successful use by the City of Portsmouth in 2019. Portsmouth treats significantly more lane-miles of roadway (270 miles +/-) so they have aggressively experimented with various options, and have in-house horticultural and arborist experts. It was identified as a low-cost, non-carcinogenic herbicide that was proven highly effective as a pre-emergent weed killer. In applying pre-emergence of actual weed growth, it works by directly impacting the seeds of the weeds, thus prohibiting growth. It is made by Bayer Environmental Science and includes the active ingredient indaziflam. It is an EPA approved and registered herbicide (EPA #432-1516). It has a Signal Word: Warning, and the SDS sheet notes "harmful if swallowed". It has an acute toxicity LD50 (oral)(rat)>5,000mg/kg. It is toxic to fish and aquatic invertebrates and plants. It should not be applied when standing water is present or during high winds.

The low bidder is also proposing secondary treatments of a post-emergent, contact herbicide named Reward, which uses diquat. The intent is to provide a secondary level of treatment if any weeds do grow. Up to 4 treatments are being proposed. Diquat Dibromide is an EPA approved and registered herbicide (EPA #35935-73). It has a Signal Word: Warning, and the SDS sheet notes "harmful if swallowed". EPA has classified that it poses no known cancer risks for humans.

Option B. Bid proposals were requested for mechanical weed removal options. The low bidder is proposing the use of 2 personnel to string trim curb lines and sidewalks. Four deployments would be expected and would occur approximately once per the months of June, July, August and September. They suggest possibly working into the evenings to avoid peak traffic or pedestrians. Late last summer, City staff had to start very early in the morning to avoid parked cars or pedestrians, as they had to contend with flying debris and vegetation. In starting early in the morning, we fielded a handful of complaints from residents about noise issues. This option relies on motorized trimmers. We have experimented with more aggressive side brushes on our street sweepers, but they are not completely effective at mechanically removing weeds, nor are they able to treat the sidewalks.

Option C. Pricing for use of an organic herbicide was requested. Portsmouth had also experimented with ammoniated-soaps, which only work as a post-emergent herbicide by

MEMORANDUM

Page 3, April 16, 2020

contacting the leaves of mature weeds. An emerging organic option is Finalsan. Portsmouth had mixed results with the product, and didn't feel it was cost-effective. It can require up to 6 of 7 applications per season to keep up with the growth rate of weeds. It is an EPA approved and registered herbicide (EPA #67702-34). It has a Signal Word: Warning, and the SDS sheet notes "may be harmful if swallowed". It is also an OMRI-certified organic option for glyphosate. It has an acute toxicity LD50 (oral)(rat)>5,000mg/kg.

Map of Treatment Areas:

https://online2.dover.nh.gov/TempFiles/04161515142417_B20059%20Attachment%20D%20Map%20List%20of%20Areas.pdf