

# Report for the City Manager

## Community Services: Engineering

Date: August 11<sup>th</sup>, 2025

The purpose of this document is to summarize the work the City of Dover Engineering Division of the Community Services Department from July 1<sup>st</sup>, 2025 through July 31<sup>st</sup>, 2025.



**Engineering**

Community Services | Dover, NH

### **Community Services Spotlight:**

#### **Superintendent of Utilities -**

#### **Wastewater/Wastewater Pump Station**

#### **Ray Vermette**

Ken Mavrogeorge, PE – City Engineer  
Bill Boulanger – Special Projects Advisor  
Jillian Semprini, PE – Deputy City Engineer  
Krystian Kozlowski, PE – Assistant City Engineer  
Eric Sanderson – Facilities Project Manager  
Jamie Stevens – Waterfront Construction Manager  
Jordan Chambers – Engineering Technician  
Tim Puls, PE – Environmental Project Manager  
Gage Lamontagne – Engineering Intern  
Sophia Tetreault – Engineering Intern

The Community Services Department representative Ray Vermette has dedicated his career to the City's water and wastewater facilities, starting back in 1991 at the old facility on River Street. His journey is a testament to his commitment and adaptability, as he worked for both the City and an engineering firm before returning to City operations in 1999.

With an Associate's Degree in Water and Wastewater Technology from NHTC and a Certificate in Supervisory Skills from UNH, Ray is a highly qualified professional. He holds a Grade IV Wastewater License, a Grade IV Collection Certification, and a Grade I Water Treatment license, ensuring the highest standards for the City's systems.

Ray's expertise is currently being put to good use overseeing the Wastewater Treatment Facility and the City's twenty-three Wastewater Pumping Stations. He is also leading a significant \$8 million upgrade at the River St. Pump Station, a crucial project for the City's ongoing waterfront development.

When previously asked about his work, Ray expressed immense pride in protecting the environment, viewing Facility Operators as the "first line protecting the waters of the world." He also finds great satisfaction in his involvement with professional associations like NEWEA and NHWPCA, where he helps other operators and facilities. When he's not on the job, Ray loves spending time with his granddaughter and enjoying his weekend vehicles. We are proud to have him as a vital part of our team!



**Engineering**

Community Services | Dover, NH

### **Staff News:**

**Dover Utilities Commission (Krystian Kozlowski):** Dover Utilities Commission met on July 21<sup>st</sup>.

- No abatements requests were received.
- Utilities Report and Finance Reports were reviewed.
- DUC Rules & Regulations were provided to Members for review and comment. Mr. Richard Robison joined as a new member as of July's meeting.

**Planning Board (Ken Mavrogeorge):** Planning Board met once in July. The meeting was held on July 22<sup>nd</sup> with the next scheduled for August 26<sup>th</sup>. Topics on the July agendas included:

- Amendments to Chapter 170 of the Dover Code.
- A Site Plan located at Littleworth Road for construction of 26,880+ s.f. light industrial building.
- A Transfer of Development Rights at 25 Dover Point Road (proposal to purchase a total of sixteen units).
- A Lot Line Adjustments at (1) 104 & 108 Rutland Street and (2) 4 & 10 Bayview Road.
- A number of Conditional Use Permits:
  - 44 Saddle Trail Drive proposal to allow impacts totaling 566± s.f. within the Conservation District to allow for the construction of a 3.5' high retaining wall with stairs and a boardwalk.
  - 112 Rutland Street proposal is to allow a garage to be built 50' from the front build-to-line.
  - 35 Boston Harbor Road proposal is for site grading and drainage improvements and to install underground utilities to support the development of two (2) new single-family homes, resulting in ±6,000 s.f. of impact within the Conservation District.
  - 28 Cornerstone proposal is to construct a garage with mudroom that will result in ±2,435 s.f. of impacts to the wetland buffers.
  - Littleworth Road proposal is for the construction of an access way and site grading for the installation of a bioretention pond that will result in wetland buffer impacts of 16,679± s.f.

**Transportation Advisory Committee (TAC) (Jillian Semprini):** No TAC meetings were held in July with the next scheduled for August, 25<sup>th</sup>.

**TIF Advisory Committee/Cocheco Waterfront Development Committee (CWDAC)/Park Subcommittee (Jamie Stevens):** There was no TIF advisory meeting nor CWDAC meeting in July.

**Municipal Alliance for Adaptive Management (MAAM) (Tim Puls):** MAAM did not meet in July. The last MAAM meeting took place April, 24<sup>th</sup> 2025. The next meeting is scheduled for August 14<sup>th</sup>.

**Seacoast Stormwater Coalition (SSC) (Tim Puls):** The July SSC meeting was cancelled with the 2025 NH Stormwater Manual discussion held on July 22, 2025, which was moved to the Somersworth Pollinator Garden. Topics included:

- An abandoned residential house lot turned into a grass park with pollinator garden.



- Home Depot provided building materials, through a Home Depot grant, \$5,000 awarded to Somersworth. A common area was constructed with pollinator plants.
- The Town noticed surrounding homes have begun to clean up their yards and install plantings, etc.

### **Customer Service:**

In addition to supporting other City Departments and working on Capital Projects, Engineering staff takes Service Calls from the public and responds to them as quickly as they can. The team meets regularly to review open Service Calls and discuss how to respond. The Table below shows the total Engineering related calls year to date and over the past month.

### **Engineering Projects:**

Engineering staff is actively supporting a number of projects across the city. The following are some highlights on just some of the active projects.

Time Period	Logged Service Calls	Resolved Service Calls
July 2025	14	25
2025 YTD	80	89

### **Cochecho Waterfront Redevelopment:**

In July 2025, progress on the Dover waterfront development continued to progress. Private improvements are moving forward, with Construction on Buildings C & D nearing completion. Crews are now concentrating on final interior finishes while continuing exterior stonework and treatments. The three-unit townhome group is almost finished, and other townhome clusters are also making substantial progress, with most interiors complete and pre-occupancy utility testing underway. Soon, site work will start with the installation of granite curbing and sidewalks.

Advancement also continues on the City's public infrastructure improvements. Utility infrastructure is seeing continued progress; Eversource has finished temporary power connections for

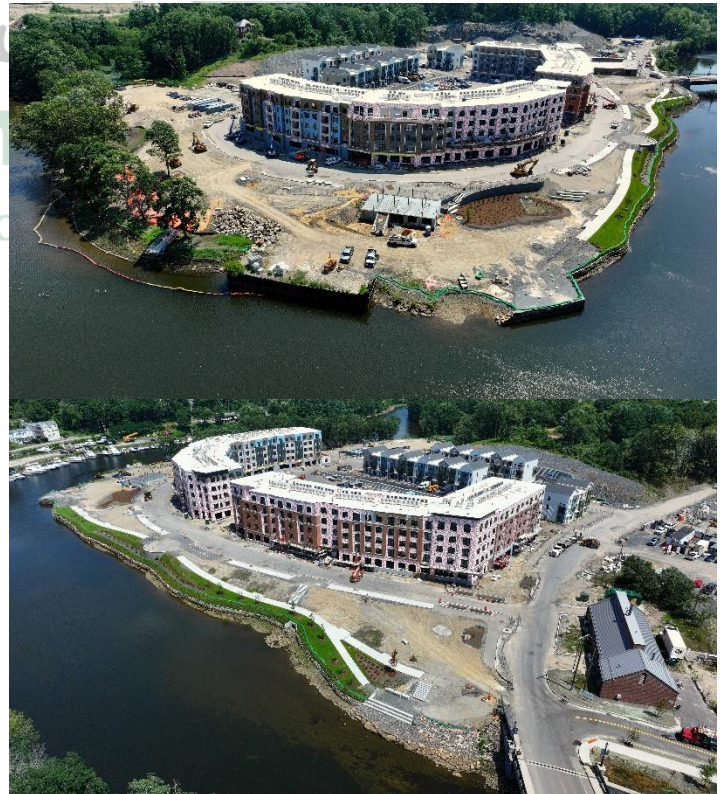


Figure 3: Waterfront Development Worksite



construction, with permanent power setup awaiting two final switchgear components. On Payne Street, all work is now complete, including final curbing, sidewalk installations, and the stormwater treatment basin. Meanwhile, River Street's Bio-swale 1 and Bio-swale 2, vital for surface drainage, are largely complete.

Extensive park and landscape work is well underway. Plantings are now in place along Payne Street, the river walk, and in stormwater treatment areas. The contractor is actively processing stockpiled loam and planting soils, while subgrade preparation and RAP closure are ongoing in the Pavilion and surrounding park areas. Significant strides have also been made in park lighting infrastructure, with conduits, bollard, and light pole bases installed, and key coring work for layout connections finalized. In terms of stormwater management, major work on Bio Stormwater Basin #1 is complete, as are the main stormwater treatment basin and pocket wetland area.



*Figure 4: Waterfront Development Pavilion Flooring*

Pavilion construction is visibly progressing, with the steel supports now in place. The first-floor pan and lower-level methane vapor barrier have been installed, and the pouring of the first-floor and slab-on-grade concrete is expected in the coming days. Finally, the City is actively collaborating with engineers to develop a shoreline restoration plan near the former Army Corps bulkhead. Permit amendment documents have been submitted to the NH Department of Environmental Services, with final approval still pending.

#### Cocheco Street Outfall:

Community Services has been working with Eversource and the consultant, Kleinfelder, to advance the design of this outfall reconstruction. At present, Eversource is looking to move forward on utility investigations on Cocheco Street. The project involves coordination between Eversource who needs to permit and remediate soil contamination clean up and the City who needs to permit a new outfall to replace a failed one. Work on the remediation and outfall replacement is expected to proceed in late 2026.

#### County Farm Road Culvert

Apex, the consultant, recommended to replace the existing culvert with two larger sized culverts to increase the hydraulic capacity of the existing crossing. Engineering continues to work with the consultant to design and permit the final recommendation.

#### Garrison Hill Water Tank Rehabilitation:

The City of Dover's 4-million-gallon water tank on Garrison Hill officially came back online in July, greatly improving the city's water storage capacity to 5 million gallons. With the tank fully

operational, residents are no longer being asked to conserve water by reducing or eliminating outdoor irrigation, though mindful water use is always a good idea.

This critical infrastructure project, a \$2.88 million rehabilitation of the Garrison Hill water tank, began in March. It was the first time the tank had been drained, inspected, and repaired since its construction in 1968. While the project was originally slated for completion in June before the peak summer season, higher-than-normal spring precipitation created extra moisture and condensation inside the tank, causing some delays.

The rehabilitation work started with a structural analysis. Crews then went on to repair the tank's walls, dome, and floor, applying specialized coatings and sealants. Beyond these structural fixes, the city also replaced piping and installed a new mixing unit to enhance water quality. Now, focus is on the completion of finishing touches as to painting the exterior of the tank, electrical work, site cleanup and adding additional plantings and fencing. The project contractor will wrap up the remaining work in the coming weeks of August.



*Figure 5: Garrison Hill Water Tank*

#### Source Water Exploration:

The City continues to work with GZA engineers to find new properties for sources of groundwater to expand the City's future capacity. This effort includes drilling test wells and assessing the local aquifer. To prepare the Griffin Well for future use, GZA has reviewed its historical data and hydrogeology, and they have also prepared a pumping test plan for the NHDES. Additionally, staff at the Dover's Pudding Hill Treatment Plant are revising their operations and maintenance plan at the request of the NHDES, following a monitoring of the Pudding Hill Artificial Recharge Facility.

#### Central Ave (Central Core Ph 1) WM Replacement:

The City has been working with Underwood Engineers on revising plans for the next phase of the Central Avenue water main replacement project. The City Council has approved additional engineering funding for Central Core Phase One. The funding is planned to cover costs through the final design stage.

#### Dredge Cell Closure:

The draft dredge cell closure plan was provided to the City Engineering staff in May and now, Verdantas is completing the NHDES Standard Permit Application for Solid Waste Landfill Facility. It is expected that the approvals will take approximately 9 months.

#### Mill St PS Rehabilitation:

Surveying of the project area wrapped up in June. In July, City Community Services staff met with Engineering consultants from Woodard and Curran to discuss design development. It is expected that the PS will be reconstructed in 2026.

#### Maglaras Park Reconstruction:

An Alteration of Terrain permit was approved for the first phase of reconstruction for Maglaras Park. The approvals allow for the City to move materials excavated from the waterfront. The Council has approved the consultant, Verdantas to provide additional services related to the design and construction support for this project.

#### Garrison Hill and Oak St. Water Main:

Community Services worked with the engineering firm Underwood Engineers to design water main improvements around Broadway, as the area has experienced major water main breaks in the past few years. The water main upgrades will run first from the Garrison Hill Tank down to Oak St. Then, from Oak St the water main will head east down towards Broadway before heading south towards Florence St. SUR Construction was selected to construct the project and in July installed the water main on Broadway from Florence Street to Oak Street. SUR is currently installing watermain along Oak Street towards Garrison Hill Tank. The section

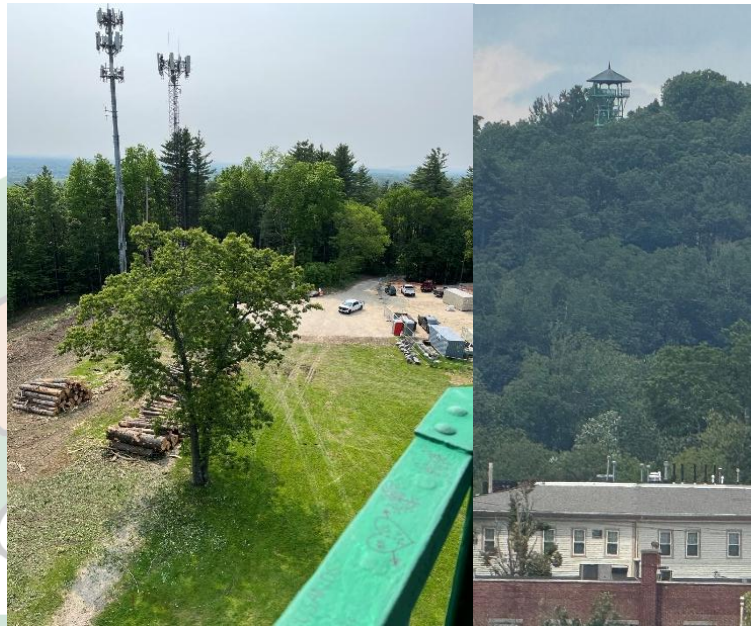


Figure 6: Garrison Hill Water Main Work site & Improved Tower Visibility

of the watermain on Broadway has successfully passed pressure testing and bacteria testing. Heading into August, SUR will bring in additional crews to start connecting individual water services to the new watermain on Broadway. Note, recent water main breaks that occurred in July on Broadway were on the old Main and were unrelated to this ongoing construction work.

#### Court Street and Union Street Reconstruction:

City staff met with the design consultant, Wright-Pierce, and the contractor, S.U.R. to review project schedule. A neighborhood meeting has been scheduled for Thursday, August 14<sup>th</sup> at 6pm located at the Facilities, Grounds, and Cemetery building at 145 Court St. The contractor anticipates starting construction after Labor Day.

#### Hale Street and Locust Street Reconstruction:

CS Engineering is advancing the design of a drainage infrastructure improvement project at the intersection of Hale and Locust Streets. This initiative involves replacing a deteriorated and obsolete granite box culvert with modern drainage systems to meet current stormwater management standards. All design and coordination efforts are being carried out in-house by CS



Engineering staff. Construction is scheduled for this year and will be executed through existing master services agreements. The contract model has the City providing design and procurement while trusted vendors supply labor, supervision, and equipment. This approach, previously used to successfully and efficiently reconstruct Angle St, is expected to deliver similar cost-effective and timely results.

#### Fifth and Grove Reconstruction:

The contractor, N. Granese & Sons, Inc., continues to restore private property. They have been preparing for paving operations by raising structure covers and milling pavement in the designated areas. Paving is scheduled for August 6<sup>th</sup>, and pavement markings will follow a few weeks after pavement has fully cured. Final items, such as, installation of street light shields, will be completed as part of the final punch list items.

#### Sixth Street Bridge:

Through the initial phase of the project development, the removal of the upstream remnant structure was identified as an integral part of the proposed project scope. The remnant structure removal will impact an existing upstream Conservation Easement, thus triggering coordination and review by National Resource Conservation Service (NRCS). The NRCS requirements, including development of a mitigation plan, created additional permitting, design modifications, and easement coordination that are beyond the original scope of work. These additional services were approved at the June 25, 2025 Council Meeting. As of July, the City has reviewed the necessary regulatory permit applications prepared by the consultant, and has reached out to the abutters to the project as is necessary prior to submitting the applications. The consultant continues to move forward with the design.



*Figure 7: Fifth and Grove Street Paving Preparations*

#### Lower Central Ave Street Reconstruction

This project will include the rebuilding of Central Ave from Stark Ave to Silver Street including new utilities, sidewalks, and drainage. In July, City staff met with the consultant and NHDOT for a monthly check-in to review the design progress. The consultant is working through comments received from the city on their 100% design.

#### Traffic Signage Improvements:

The City of Dover's Community Services Department has conducted a comprehensive city-wide sign inventory with a focus on removing outdated regulatory signs and ensuring all remaining signage is up-to-date, compliant, and in excellent condition. To improve signage throughout the City Engineering staff have identified all the signs on utility poles that need to be taken down and are working with other Community Services staff to remove and relocate or replace the signs on their own posts. This ongoing effort will ultimately improve visibility and safety on city roads.

### Downtown Lighting Improvements:

Engineering staff is in the process of replacing 22 lights on Central Ave from the railroad tracks heading south to Chapel Street on the easterly side and to second street on the westerly side. As of July, precast concrete bases have been delivered and are located in the city's parking lot on Third Street off of Central Ave. The street lights are anticipated to be delivered at the end of the month, and the work is anticipated to begin after Labor Day.

### Sidewalk Improvements:

The sidewalk bids came in higher than anticipated and as a result the City had decided to postpone the reconstruction of the Horne St and Joe B Parks walkways until additional funding can be secured. Community Services plans to rebid the work later this year due to insufficient number of bids received. The 2025 sidewalk work will be included with the 2026 sidewalks. Once pursued The City will maintain it's focus on sidewalks within school zones and in highly utilized pedestrian areas such as commercial districts before moving on to less utilized areas.

### Central Crossings Project:

The Central Crossings project is moving forward with design almost complete. The project is supported by from Community Development Block Grant funding. The Community Services Department is working on the RFP now and hope to issue it for bid in August.



### **Facilities Projects:**

### Library Expansion/Renovation:

The Dover Community Services Department continues to collaborate with the Library Department on its significant renovation project. July marked another month of steady progress, highlighted by the placement of all structural steel for both the existing building and the planned expansion. Additionally, electrical work was completed for the new transformer and generator installations. The project remains on schedule, with completion anticipated in early 2026. Library patrons are encouraged to contact the Library directly with any questions regarding access to materials during the renovation period.

### Jenny Thompson Pool

The Community Services Department continues to advance the much-needed renovation of the Jenny Thompson Outdoor Pool. Since the project was awarded to Northeast Earth Mechanics this spring, preliminary preparations have been underway, with a focus on necessary paperwork and planning. The official project start date has been set for August 11<sup>th</sup>, 2025. Community Services remains committed to working closely with the Recreation Department to ensure the timely rehabilitation of this important community asset, which will enhance the pool's longevity and enjoyment for future seasons.

### Energy Services Performance Contract (ESPC)

The City of Dover's Community Services Department, in coordination with the Planning Department, continues to advance the Energy Services Performance Contract (ESPC) initiative. This



month included a formal kickoff meeting with Energy Efficiency Investments (EEI), the City's selected partner, to review the project timeline, establish priorities, and coordinate next steps. Given the limited timeframe to take advantage of expiring federal tax deductions, current efforts are focused on prioritizing solar energy projects. This approach allows the City to maximize available incentives while also supporting Dover's long-term sustainability goals.

In addition, multiple walkthroughs of municipal buildings were conducted to support EEI's comprehensive energy audit. These site visits are helping identify opportunities for efficiency upgrades, renewable energy installations, and infrastructure improvements that will deliver measurable energy savings. As the ESPC progresses, Community Services will continue working closely with EEI and the Planning Department to refine project plans and prepare for upcoming implementation phases.

#### City Hall HVAC Renovation:

This project includes the full removal and replacement of mini-split units, a new condenser system, updated refrigerant and condensate lines, and compatible digital thermostats. In July, The City is reviewed all submitted proposals and has decided to reissue the bid for the City Hall HVAC renovation project with revised language to specify a particular brand of equipment to better meet the building's needs. A new mandatory on-site walkthrough has been scheduled for all contractors who did not attend the original walkthrough and took place on July 31, 2025.

#### Griffin Well Building Upgrades:



The City of Dover is preparing to release an RFP for upcoming upgrades to the Griffin Well building. The planned scope of work will include the installation of a new HVAC system—comprising a condenser and two mini-split units—along with structural improvements such as new exterior doors, patching of existing wall openings, and the construction of a small roof extension to shelter the condenser. All work will be expected to meet applicable codes and permitting requirements. Full RFP details, submission instructions, and deadlines will be made available upon release. Interested contractors are encouraged to monitor the City's bid portal for updates.

#### Rotary Arts Pavilion

The City of Dover continues to work with Unified Builders of Barrington, New Hampshire, to restore the structure of the pavilion's façade. In addition to addressing the immediate repair needs, Unified Builders incorporated a series of preventive measures designed to protect the structure from future deterioration, including moisture infiltration and material degradation. These enhancements are intended to extend the lifespan of the pavilion and reduce the need for future maintenance, supporting the City's commitment to the long-term stewardship of its public spaces and infrastructure.

#### Morningside Park Rehabilitation:

The city's Engineering staff is in the process of developing initial plans for the park's rehabilitation. This includes working with various city departments and, most importantly, with Dover residents. The goal is to create a park that meets the community's diverse needs with longevity in mind. As such, the project will likely be completed in phases over multiple years, as the timeline will be impacted by funding.

### **Permits and Licenses:**

#### **Permit and License Summary for July 2025:**

Driveway Permits: 23

Utility Licenses: 6

Paving Licenses: 3

Excavation Permits: 9

Certificate of Occupancy Inspections: 10

Construction: 1

Obstruction Permits: 0

#### **Wastewater Permit Review Summary for July 2025:**

Sewer Connection Permit: 1

Septic Design Reviews: 3

### **Site Review/Project Oversight Support:**

**Technical Review Committee (TRC):** The City's Engineering staff typically takes between 1 to 4 hours for each review as part of the TRC. The review focuses on engineering related design elements such as utilities (water and sewer), stormwater, parking lot layout and pedestrian pathways. To ensure that projects efficiently move through the TRC process, City Engineering staff is available for preapplication meetings with applicants. To schedule a meeting with staff, call 603-516-6450.

Four (4) projects came to TRC in July that required Engineering review:

- Littleworth Road (26,880 square ft. light industrial building)
- 141 Sixth Street (TDR project with 10- 1,400 sf residential units)
- 21 Old Rochester Road (23 unit residential)
- 40 River Street (Modification to the waterfront development)

#### **Preconstruction Meetings:**

There was one pre-construction meeting held in July.

#### **Construction Oversight:**

Engineering Technician, Jordan Chambers, continues to conduct oversight of over 65 private construction projects approved by the Planning Board. Projects that are underway or have been completed include:

- |   |                                  |
|---|----------------------------------|
| - 725 Central Ave Development (Central Ave and Brick Rd.) | Grove St)                        |
| - Ember Dr (New Rochester Rd.)                            | - Waterfront Private Development |
| - Mixed Use Residential – The Station (2                  |                                  |



Figure 7: Dover Fields



Figure 6: 48 Whittier Street

- Chase Bank on Central Ave
- Pointe Place
- Fisher St. Residential (Lenox Dr)
- 48 Whittier St. Residential
- McIntosh Commons
- 59 Tolend Rd.

- 110-114 Silver Street
- 180 Tolend Road
- 17 Summer Street
- 73 Locust Street (Dover Public Library)
- Dover Fields (Route 108 & Mast Road)



# Community Services

Dover, NH

