

# Report for the City Manager

## Community Services: Engineering

Date: July 10<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 June 1<sup>st</sup> through June 30<sup>th</sup>, 2025.

### **Community Services Spotlight:** **Facilities Project Manager Eric Sanderson**

We're thrilled to shine a spotlight on one of the dedicated individuals ensuring our city's buildings run smoothly – Eric Sanderson, our Facilities Project Manager.

Eric brings a wealth of experience to the Community Services Department. With an Associate's degree in Architecture from UNH and a Bachelor's in Facilities Planning and Management from Wentworth Institute of Technology, he has the academic background to match his hands-on expertise. Before joining the City of Dover in December 2021, Eric successfully owned and operated Spinney Hill Landscaping for a decade based out of Portsmouth. He also spent 7.5 years with the Dover Housing Authority, where he advanced to the position of Capital Improvements Coordinator.

So, what does a Facilities Project Manager do? A lot! Eric is the go-to person for coordinating facilities-based projects, from installing a new microwave to overseeing a complete renovation like the one at the Dover Public Library. He's also instrumental in helping all city departments with their facility needs and works closely with our administrative team to develop the city's annual 5-year Capital Improvement Plan.

When Eric isn't busy making sure our city's infrastructure is top-notch, you can find him right here in Dover with his wife, Aimee, and their two daughters, ages 11 and 8. The family stays busy with basketball and track events, enjoys fitting in a round of golf, and during the summer, they love to go camping in their camper at Danforth Bay in Freedom, NH.

We're incredibly fortunate to have Eric's expertise and dedication on our team!



**Engineering**

Community Services | Dover, NH

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



Figure 1: Eric Sanderson, Facilities Project Manager

## **Staff News:**

Dover Utilities Commission (Krystian Kozlowski): The meeting scheduled for June 9th was cancelled.

Planning Board (Ken Mavrogeorge): Planning Board met twice in June. The meetings were held on June 10<sup>th</sup> and 24<sup>th</sup>. Topics on the agendas included:

- Consideration and acceptance of a conditional use permit for Summit Land Development, Inc. (Proposal is to establish a residential commercial mixed-use district as part of a mixed use commercial and residential master concept plan.)
- Consideration and acceptance of a conditional use permit for Crosby 180, LLC (Proposal to allow wetland buffer.)
- Multiple consideration and acceptance of minor subdivisions (5 Sherman Street, LLC - proposal to subdivide lot into two new lots for a total of three lots & 200 Sixth Street, LLC - proposal to create one additional lot.)
- Multiple consideration and acceptance of transfer of development rights (25 Dover Point, LLC - Proposal to purchase fourteen units through TDR for a total of twenty-one units & Drowned Valley Holdings, LLC - Proposal to request one unit through TDR for a total of two residential units.)
- Multiple consideration and acceptance of site plans (Crosby 180, LLC - Proposal to construct a loading dock addition with site improvements & site plan amendment for Saint Thomas Aquinas High School - Proposal for the construction of a chapel addition.)
- Consideration and acceptance of a lot line adjustment for Ragbir Singh (proposal to adjust lines between three parcels.)

Transportation Advisory Committee (TAC) (Jillian Semprini): TAC met on June 23rd. The main topic discussed at the recent TAC meeting was the report entitled "Bicycle Infrastructure Recommendations; For the City of Dover, NH Street Paving 2025-26" dated May 9, 2025 and prepared by Strong Towns Seacoast (STS).

- The purpose of the document was to provide recommendations for bicycle infrastructure on the streets to be paved in this year's Annual Street Paving Program. Many of the recommendations voted by TAC included narrowing travel lanes and adding sharrows. Jill Semprini, Deputy City Engineer, acknowledged that the Engineering department will need to discuss the best approach to assess the layout of streets for bike infrastructure, and to determine whether any additional support of consultants is necessary.

TIF Advisory Committee/Cochecho Waterfront Development Committee (CWDAC)/Park Subcommittee (Jamie Stevens): There was no TIF advisory meeting in June. The CWDAC meeting took place on June 3<sup>rd</sup>. The main topics included:

- Construction updates pertaining to power from Eversource and preparations for switch gear.
- Review of amendment to Site Plan for building F and the Courtyard between buildings C and D. Motions were presented to endorse proposed changes and recommended to the Planning Board approval.



Portsmouth Safe Water Advisory Group (SWAG): Portsmouth's SWAG met on June 18<sup>th</sup>, 2025.

Director of Community Services, John Storer was in attendance as a focus of the agenda pertained to the Dover Landfill. John presented at the meeting highlighting the Bellamy water quality as well as the success of the remediation system, which was met with great appreciation from the SWAG group.

Municipal Alliance for Adaptive Management (MAAM) (Tim Puls): MAAM did not meet in June.

Seacoast Stormwater Coalition (SSC) (Tim Puls): A meeting on June 18<sup>th</sup>, 2025 at Somersworth Town Hall to discuss the Salt Impairments Report, PTAPP submissions, SSC Blog training videos, Great Bay Sweeping program, and 2025 NH Stormwater Manual. Meeting moved to Somersworth Pollinator Garden to tour and discuss impact on neighborhood.

### **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.

Time Period	Logged Service Calls	Resolved Service Calls
June 2025	16	9
2025 YTD	69	64

### **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.

#### **Cochecho Waterfront Redevelopment:**

In June 2025, progress on the Dover waterfront development continued to advance despite wet weather. Private improvements are moving forward, with Buildings C & D exterior stonework. Interior construction on townhomes made significant progress, with exteriors nearing completion, developed weather tight. A group of three-unit townhomes is also nearing interior completion and pre-occupation utility testing is underway. Overall, base pavement preparations around the entirety



Figure 2: Waterfront Development Worksite



of the site are ongoing in support of all of the townhome groups.

Great progress also continues on the City's public infrastructure improvements. Regarding Eversource connections, the temporary construction power is now complete, and the City is now waiting on two switch gear components for the permanent hook-ups. On Payne Street, the stormwater treatment basin is nearing completion with final curbing and backfilling underway. The sidewalks and granite curbing are mostly installed, and the loam areas have been hydroseeded.



Figure 3: Waterfront Development Payne Street.

The City's site Contractor is busy processing stockpiled loam and planting soils, and work continues on the Pavilion Area, focusing on rap closure and subgrade preparations.

For Shoreline Restoration, the City and our engineering consultants are actively working on solutions for the former Army Corps bulkhead area, with a meeting scheduled with the NHDES. The living shoreline restoration is largely finished, and the City be adding more plantings, stabilization fabric, and coir log treatments for long-term erosion control. Significant strides have also been made on Bio stormwater basin #1 and the stormwater treatment basin/pocket wetland area, both of which we expect to be completed in the next few weeks.



Figure 4: Waterfront Development Shoreline Progress.

Finally, construction has begun on the New Park Pavilion Building with Pine Brook as the subcontractor. Pier supports have been installed as have strip footings for the lower-level interior concrete masonry walls. The methane monitoring system build-out is almost complete, and Pine Brook plans to pour the slab on grade in the coming weeks. The steel contractor will mobilize shortly after the slab is



Figure 5: Waterfront Development North End Excavation

poured which is when the building will begin to take shape.

#### 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

The Engineering division received and reviewed the final recommendations from the consultant, Apex, to address the hydraulically-insufficient crossing. The recommendation is to replace the existing culvert with two larger sized culverts to increase the hydraulic capacity of the existing crossing. Engineering will be working with the consultant to design and permit the final recommendation.

#### Garrison Hill Water Tank Rehabilitation:

Sargent Corporation is currently working on the rehabilitation of the 4+ million-gallon tank atop Garrison Hill. In June the internal walls and floor of the tank were cleaned followed by the lining of the interior walls. Spot repairs were also made to the interior of the roof structure. The tank rehabilitation is on track for completion by mid-summer. The interior work is highly weather dependent which has made the process progress slower than originally anticipated. Community Services has issued a voluntary water conservation advisory to alleviate stress on the system caused by the rehabilitation project. The City's water system is currently being served by the newer million gallon tank at Smyth Well Rd. Public access to the Garrison Hill Park and community garden may be limited during construction and parkgoers are encouraged to check with the City's website for updates on the park's availability.



Figure 6: Garrison Hill Water Tank Interior Coating

#### Source Water Exploration:

The City has been working with GZA engineers to source out properties for sources of groundwater to expand the City's future capacity. The process includes a series of test wells and assessment of the existing aquifer characteristics. In addition, a review of the historical information regarding Griffin Well and hydrogeology in the vicinity of Griffin Well has been completed to support future groundwater pumping from this well. GZA also prepared a pumping test plan, required for review



by NHDES, and installed equipment necessary for completion of the pumping test. Dover's Pudding Hill Treatment Plant staff are working on revisions to the operations and maintenance plan requested by NHDES following monitoring by the NHDES 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. On June 25<sup>th</sup>, 2025 the City Council voted to approve additional engineering funding for Central Core Phase One, which will cover funding through the final design stage.

#### Dredge Cell Closure:

The draft dredge cell closure plan was provided to the City Engineering staff in May and will likely have final the solid waste permit submitted to the state for approval in July. It is expected that the approvals will take approximately 9 months.

#### Mill St PS Rehabilitation:

Surveying of the project area wrapped up in June. The design of the new pump station will begin once the survey is finalized and provided to the City's consultant, Woodard & Curran. 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. In June, the Council approved an amendment for the City's consultant Verdantas to provide additional services related to the design and construction support for this project.

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

Special Project Advisor Bill Boulanger worked with engineering firm Underwood Engineers to design water main improvements in the Broadway area. This area has experienced a number of major water main breaks in the past few years as the water main dates back to the late 1800s. 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 during a competitive bidding process in March. Tree clearing started

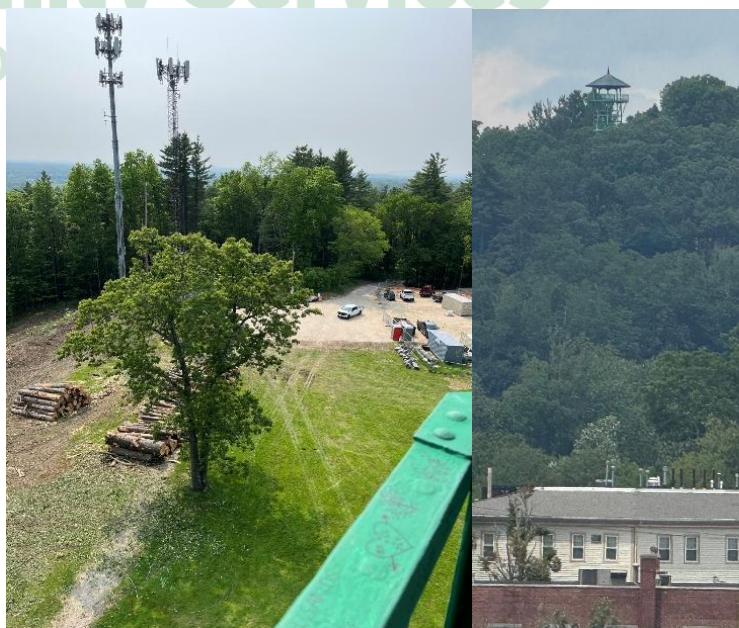


Figure 7: Garrison Hill Water Main Work site & Improved Tower Visibility

along the top of Garrison Hill and down the existing utility easement to Oak Street in June. SUR has installed gate valves at intersections on Broadway to isolate existing water mains and to maintain water service.

#### Fifth and Grove Reconstruction:

The contractor, N. Granese & Sons, Inc., continued to advance the remaining project work, which consists of installation of concrete sidewalks, restoration of private property, installation of loam and seed, and testing of the new street lights. Paving and striping will be scheduled following the completion of the other remaining work. Street lighting shields will be installed to reduce the amount of light exiting the City's right of way.

#### Sixth Street Bridge:

The city's consultant, VHB, prepared the necessary regulatory permit applications to be submitted following the city's review. 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.

#### Lower Central Ave Street Reconstruction

The City met with their consultant, Sebago Technics, and the NHDOT in June to discuss the required public meetings and temporary construction easements required for the project to proceed. The project will include the rebuilding of Central Ave from Stark Ave to Silver Street including new utilities, sidewalks, and drainage.

#### Traffic Signage Improvements:

The City of Dover's Community Services Department is working through a process to review the 2022 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. The first goal of the process is to remove signage from utility poles, and relocate or replace the sign on its own post. Signs are not supposed to be attached to the utility poles; therefore, removing signs from them will help aid in the process of removing double poles throughout the city. Another goal of the process will be to eliminate duplicate signs. This ongoing effort will enhance clarity and safety on Dover's roads.

#### Downtown Lighting Improvements:

After successfully completing the pilot program to replace five (5) street lights in the Upper Square/Franklin Square in the downtown area, engineering staff are planning to replace 22 additional lights on Central Ave from the railroad tracks and heading south; to Chapel Street on the easterly side and to second street on the westerly side. Engineering staff have procured the additional street lights and bases, which are expected to be delivered in the next few weeks in July.



### Sidewalk Improvements:

The sidewalk bids came in higher than anticipated and as a result the City has decided to postpone the reconstruction of the Horne St and Joe B Parks walkways until additional funding can be secured. In June, Engineering met with members of the Executive Department at City Hall regarding bump outs planned for later this year to improve pedestrian safety downtown. Dover Community Services staff expects to send out a request for bids in July as the first step in working through a backlog of sidewalk reconstruction work that will improve accessibility across the City. Priority will be given to sidewalks within school zones and in highly utilized pedestrian areas such as commercial districts before moving on to less utilized areas. This project is a good example of how the Engineering Staff is looking to expand its in house design capabilities to save the City on consultant costs.

## **Facilities Projects:**

### Rotary Arts Pavilion

The City of Dover's Community Services Department, in collaboration with the Recreation Department, has undertaken a restoration project to repair and preserve the façade of the Rotary Arts Pavilion, a valued community asset located in Henry Law Park. Following a competitive selection process, Unified Builders of Barrington, New Hampshire, was awarded the contract based on their qualifications and experience in structural restoration. The scope of work included the complete repair and reinforcement of the pavilion's façade, ensuring both structural integrity and visual appeal. In addition to addressing the immediate repair needs,



Figure 8: Rotary Arts Pavilion

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.

### Library Expansion/Renovation:

The Dover Community Services Department is actively collaborating with the Library Department on its significant renovation project. June saw substantial progress, starting with the completion of the demolition at the beginning of the month. The plaster was repaired on the top floor, as well as steel was placed in the bottom floor for structural support. In addition, concrete was poured to support the new steel for the addition. The project remains on schedule, with completion



anticipated in late 2026, and library patrons are encouraged to contact the Library directly with any questions regarding access to materials during the renovation period.

#### Energy Services Performance Contract (ESPC)

The City of Dover's Community Services Department, in coordination with the Planning Department, recently completed a competitive selection process to identify a qualified firm to conduct a comprehensive energy audit and develop a long-term strategy for implementing energy efficiency improvements across municipal facilities. A Request for Proposals (RFP) was issued in early May, resulting in nine submissions from experienced energy service providers. After evaluating the proposals based on technical approach, relevant experience, and the ability to deliver guaranteed energy savings through an ESPC, four firms were shortlisted for interviews. These interviews, held in early June, provided additional insight into each firm's methodology, staffing, and project implementation capabilities. Following this detailed review, the City selected Energy Efficiency Investments (EEI) as the preferred partner to move forward with the ESPC initiative. The City of Dover's Community Services Department, in coordination with the Planning Department, is currently undertaking the selection of a qualified firm to conduct a comprehensive energy audit and to develop a long-term strategy for implementing energy efficiency improvements across municipal facilities. As part of this effort, a RFP was issued, resulting in nine submissions from energy service providers in early May. After a detailed evaluation of the proposals, four firms were shortlisted for interviews based on their experience, approach, and ability to deliver measurable energy savings. These interviews were conducted in early June to further assess each firm's suitability for entering into an Energy Services Performance Contract (ESPC) with the City.

#### Morningside Park Rehabilitation:

The Dover Community Services and Recreation Departments are embarking on an exciting project to revitalize Morningside Drive Park. Following the removal of outdated and unsafe playground equipment in 2024, the city's Engineering staff are now developing conceptual plans for the park's rehabilitation. This initial phase involves significant collaboration with various city departments and, most importantly, Dover residents to ensure the revitalized park meets the diverse needs of the community. A neighborhood meeting is expected once ideas for possible improvements have been developed. Recognizing that funding may dictate the project's timeline, improvements are likely to be implemented in phases over multiple years, promising a thoughtful and sustainable transformation of this valuable community space.

#### City Hall HVAC Renovation:

The City of Dover has received multiple bids in response to Request for Bid for the replacement of air conditioning systems at City Hall. 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. A mandatory on-site walkthrough was held for all interested contractors as part of the bid qualification process. At this time, no final decision has been made regarding contractor selection. The City is currently reviewing all submitted proposals and will announce the awarded vendor once the evaluation process is complete.



### Griffin Well Building Upgrades:

The City of Dover is preparing to release a 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.

## **Permits and Licenses:**

### Permit and License Summary for June 2025:

Driveway Permits:	6
Utility Licenses:	2
Paving Licenses:	1
Excavation Permits:	17
Certificate of Occupancy Inspections:	5
Construction:	1
Obstruction Permits:	3

### Wastewater Permit Review Summary for June 2025:

Sewer Connection Permit:	1
Septic Design Reviews:	1

## **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.

Seven (7) projects came to TRC in June that required Engineering review:

- 197 Dover Point Road (Chapel addition to STA high school)
- Littleworth Road (light industrial building)
- 100 Liberty Way (mixed use development of the former Liberty Mutual property)
- Grapevine Drive (proposed fast food restaurant)
- 11 McIntosh Drive (Amendment to the approved mixed-use development)
- 40 River Street (Amendment to the approved private waterfront project)
- 141 Sixth Street (TDR project with 10- 1,400 sf residential units)

### Preconstruction Meetings:



There was one preconstruction meeting held in June for a mixed-use development at 30 Grapevine Drive.

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.)
- Ember Dr (New Rochester Rd.)
- Mixed Use Residential – The Station (2 Grove St)
- Waterfront Private Development
- 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)



Figure 9: Lennox Drive Construction Site



Figure 10: Future Automation Quality Way

Community Services  
Dover, NH