City of Dover, New Hampshire

Annual Report

129th Annual Report for the Period
July 1, 1984 through June 30, 1985
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City Manager’s Report

I am pleased to submit my final report as City Manager of the City of Dover for the fiscal period of July 1, 1984 thru June 30, 1985. This was a very trying year and a very important one for the City of Dover. I would like to highlight some of the projects that have completed or are underway:

1. We have seen the completion of the “Miracle Mile” reconstruction and with it continued development and growth to the tax base in this section of the City.

2. The State of New Hampshire Department of Public Works and Highways has initiated a study of the “Weeks Traffic Circle” to plan highway improvements to handle increasing traffic, not only from the “Miracle Mile” but from the new development taking place in Somersworth that was rejected by Dover.

3. The age of the “Dover Dump” is still crumbled with the resignation of the Planning Commission. This presents a tremendous challenge to the City Council, the policy makers of our city and I wish them well in this endeavor.

4. The Master Plan of the Pacific Mills Complex and the Cocheco Waterfront will shape the future of Dover. I am heartened that the very fine Administrative organization I have built over the past six and a half years seems to have withstood the resignation of the Planning Director, Finance Director, Purchasing Agent, and Assessor. This presents a tremendous challenge to the City Council, the policy makers of our city and I wish them well in this endeavor.

5. I sincerely appreciate the cooperation and support that I have received over the years from the Citizens of Dover, City Councils, Departments Heads and city employees.

Robert D. Steele
City Manager

City Clerk’s Report

The following is a report of activities of the City Clerk’s Department for the period July 1, 1984 through June 30, 1985.

City Council
The Clerk’s office prepared the agenda for Regular and Special Council Meetings, Workshop Sessions and Public Hearings; recorded minutes of all Council meetings; and advertised legal notices for Council actions as required by law.

The Council met every first and third Tuesday in Workshop Sessions and every second and fourth Wednesday in Regular Sessions.

Licenses, Permits and Filings
Licenses and permits issued included those for Arcades, Dog demonstrators, Marriages, Peddlers and Vendors, Pool Tables or Parades, Taxis (operator, cab and driver), Video and Non-Video Machines, and Raffles; filings, recording and indexing of Uniform Commercial Code Financing and Termination Statements is also done in this office.

Elections
The preparation for and supervision of election activities is a duty of the City Clerk. During this period there was the September 11 New Hampshire State Primary Election and the November 6 Presidential Election.

Vital Statistics
Returns of Births, Deaths, and Marriages occurring in the City during this period were recorded and tabulated as follows:

- July ‘83-June ‘84: 828 births, 831 deaths
- July ‘84-June ‘85: 828 births, 831 deaths

The issuing of certified copies of vital statistics records and recording of same continues to be a large portion of duties in the Clerk’s office.

David E. Earle
City Clerk

Public Works Department Report

The Public Works Department continued its effort to improve its services during 1984-1985. The cooperation of all the Divisions resulted in many projects being completed on time.

Daily routine assignments were taken care of by the Public Works Division while the Water and Sewer Divisions were busy upgrading their systems with the replacing and installation of new mains.

The Public Works Department is comprised of six divisions which are Cemetery, Mill Heating, Public Works, Wastewater Treatment Plant, Engineering and Water.

Cemetery Division
The Cemetery Division renovated the inside of the Chapel during the winter months. The new section of the Chapel was completed except for the fence and tree planting.

Cemetery Personnel received many compliments as to the appearance of the Cemetery. Very few complaints were made pertaining to the disappearance of flowers.

1984-1985
- Internments: 82
- Enforcements: 17
- Foundations: 70
- Sale of Lots (20 (46 graves))

Mill Heating Division
The Mill Heating Plant continued to provide steam during the heating season with no major problems. This building is among the oldest buildings in the remaining portion of the Pacific Mills complex.

Public Works Division
The Public Works Division was kept busy with the routine daily assignments during the year. Sweeping, mowing and road work were all completed on schedule. New guard rails, culverts, tree planting and tree removal were also accomplished throughout the City.

The City Garage maintained the equipment with a minimum of down time.

The Capital Improvement Program provided funds for the replacement of a dump truck and snow blower.

Wastewater Treatment Plant
In July we constructed a dump site for the jet truck. This will be used to discharge the material vacuums from the sanitary lines to dewater, so it can be trucked to the landfill with the sludge. Looming and seeding was completed around the Butler Building. We constructed a retaining wall near the influent channel to help prevent flooding during heavy rains. Planting of the basement area was also completed.

A portion of the Washington St. sewer, that was omitted during the separation, was completed on schedule. New guard rails, culverts, tree planting and tree removal were also accomplished throughout the City.

The City Garage maintained the equipment with a minimum of down time.

The Capital Improvement Program provided funds for the replacement of a dump truck and snow blower.

Engineering Division
The Engineering Division actively participated in numerous projects involving all aspects of the City. We provided inspection services for the Public Works Department for the reconstruction of 2nd Street, Pierce Street and Locust Street. We provided design services for the Sewer Division for two sewage pump station relocations and a major pipeline upgrade. We provided assistance and input for several large projects including the Weeks Traffic Circle Study (on-going). We reviewed extensive plans for the Planning Office representing over 400 dwelling units and have begun construction inspection for many of these units. As always, the Engineering Division monitored permit issuance, performed project inspection and assisted Dover residents with various matters throughout the year.

Water Division
The Water Division continued with the upgrading of the system by the replacement of hydrants, curb stops and meters. The 16" main on Tolles Road starting at French Cross Road was completed, approximately 8,500 feet was laid. The 8" water main on Boston Harbor Road was extended to Spur Road.

Statistics of gallons pumped in 1984-1985:
- Griffin Well: 179,241,053
- Crestwood Well: 272,090
- Hughes Well: 39,866,300
- Cummings Well: 34,264,500
- Smith Well: 30,195,902
- Inland Well: 212,978,680
- Test Well: 43,610,000

*From Cummins with water well is pumped through the Lowell Avenue Pumping Station.

The Water Department was compiled with all the requirements of the Safe Water Drinking Act, and Sewer of New Hampshire, and the Water and Pollution Control Commission. All wells have been tested for volatile organic compounds and were below detection limits.

Police Department Report
After over two years of relatively stable activity and reductions in several areas of criminal activity, several changes occurred in 1984. General requests for police services increased by 15% from 2,485 requests in 1983 to 2,356.

Despite this substantial increase in requests for general police services, however, Part I crimes, especially those categories cited as the most serious, decreased significantly—3% from 1,002 to 963. Within this category, decreases occurred in assaults, burglaries, auto theft, and arson. Burglaries totalled 77 for the year, down from 339 in 1978 at the lowest in fourteen years. Incidents of serious crime occurred in the area of rape, robbery, and theft.

Part II Crimes increased approximately 10%. The largest increases in this category were bad checks (+69%), vandalism (+17%), sex offenses (+25%), possession of narcotics (+23%), and DWI (+20%). The vandalism rate, while at an increase in 1984, was due to a series of incidents committed by the same individual. I believe the reason for this category would have seen a decrease. Decreases were seen in areas of forgery (+44%), receiving stolen property (+18%), and sale of controlled drug (~73%). During the year there were 1,420 arrests, 23% of which were juveniles. There were an additional 1,856 summonses issued for motor vehicle violations. 313 cases were referred to District Court which resulted in sentences totaling 13,682 days in the House of Correction, 37,000 days of probation, 27,825 days of license revocation, and $170,927 in fines. There were 807 trials.

Department Officers also issued 2,483 motor vehicle warnings, 463 defective equipment tags, parking meter violations, 1,124 liquor law violations, 238 safety, babysitting, and Police Youth Camp charges.

During the year the Communications Center handled 26,000 telephone calls and 38,000 radio transmissions per month.

Also during the year there was a continued emphasis placed on proactive and preventive programs particularly with young people. Programs such as fingerprinting of youngsters, how to deal with strangers, drug prevention, bicycle safety, babysitting, and Police Youth Camp provided an opportunity for members of the Dover Police Department to have direct contact with 5,500 Dover young people during the
Academic Achievement High:

Last spring students in grades 3, 5, and 7 were given standardized test in reading, grammar, and mathematics as part of an ongoing assessment of student achievement. Once again, Dover's students performed not only above national averages, but also above their expected ability levels. In those areas where student achievement was not so strong, e.g., vocabulary, teachers will be taking steps this year to improve student achievement.

Dover High seniors also scored well on the Scholastic Aptitude Test last year. In both the verbal and mathematics portions of the test the students scored above national and New England averages. Their average verbal scores were surpassing in Dover over the last ten years, and their mathematics scores were higher only once in that period of time.

Supervision Process Introduced:

Although the Dover school system has always employed teachers, in 1984 the School Committee initiated a new process of teacher supervision which focused on professional growth and the improvement of instruction. The process placed heavy emphasis on teacher goals that were consistent with those set by the School Committee. In addition, the school system was supported by the School Committee. At the end of the year reports from the principals indicated that the process of supervision was a success.

Varying Needs Met:

Ken Latchaw, Vocational Director at Dover High School, reported a vocational enrollment of 363 students in 1984-85. Pre-vocational courses accounted for an enrollement of 228, and business, consumer, and homemaking courses enrolled 78 young people. In addition, Dover entered into an informal agreement with Woodman Park to provide 363 students in 1984-85. These included Old Age Assistance, Aid to Permanently Disabled, and the Intermediate Nursing Care.

Department of Parks and Recreation Report

This year proved to be very busy and rewarding as our programs were in full swing and several important Capital Projects were started. Our first ever Recreation Poster/Calendar was a huge success. More than 22,000 were distributed. Fifty-five colorful items were distributed throughout Dover and nearby communities. The Poster was funded by the National Parks and Recreation Association.
Every year of service at the Dover Public Library involves its rewards and disappointments, and like most years the one just passed offered far more of the former than of the latter. It was a year of growth in both product and service offered to the people of Dover.

Circulation increased to a new high of 188,836, putting the Library among the leaders in per-capita circulation in New Hampshire cities. Over 1,800 new borrowers were registered, and 85 non-residents paid the twenty dollar fee to allow them use of the Library. The book collection grew to 67,849 volumes, and general employment referral programs, the Big Buddy Program, the Juvenile Court Diversion Program, Drug and Alcohol Abuse Prevention Programs, and outreach counseling programs are high priorities for the Library.

Donated space is added soon we will find ourselves for almost 50% of our collection and weeding are high priorities for the coming year. Two new services were added this year. The Quota Club made available two telephone devices for talking to the deaf, and a generous patron gave a donation that made it possible for us to purchase a variety of videotapes that complement the books we have on natural history.

A great deal of energy went into efforts to improve the physical plant. The recently installed air conditioning system was said to be the most efficient of any public library in the state and will save the Library several thousand dollars a year. New storm sashes, matching the color of the fresh exterior paint, added to the comfort and beauty of the building. A new handicapped-accessible rest room was made available to the public on March 29 after months of frustrating delays, was appreciated by all. The general renovation of the Carnegie Building suffered one setback after another, and as the year ends we hope to begin work in the fall. A joint City/School committee was formed to consider future uses of the Library parking lot, with our full awareness that such undertake properly is absolutely necessary to a successful library operation.

A number of adult programs were offered during the year. The Friends of the Library hosted a Christmas Open House, a slide program, and a number of adult programs focused on Dover’s industrial heritage. There is only one word to describe the year in the Children’s Room, and that is growth. Because of growth in the number of story hours was extended and included to extenders, with 1,950 children attending. Book circulation has been almost 50% in three years, with no sign that the increases won’t continue. The great success of our children’s program is not a happy accident, but the result of many hours of careful planning and preparation by a small but extremely dedicated and talented Children’s Room staff. They have produced fresh and exciting story times each week, reading lists, a story of the week, and other events, posters, banners, and displays that make ours one of the best programs in the state. The public has responded enthusiastically to their efforts, but increased staff and more shelf space will have to be made available in the near future if we are to continue to meet the growing demand in this area of service.

Dover’s land and groundwork was laid for a major improvement in library service based on the almost limitless capabilities of the computer. The Seacoast Area integrated Library System (SAILS) school community library, the Dover Public Library, in 1984, will link Dover and several nearby public libraries with UNH library and the database at the State Library, providing access to several hundred thousand books to Dover borrowers. Through a system of resource and cost sharing we hope to enjoy the benefits of modern technology that our own finances would not permit within the foreseeable future.

Donald K. Mullen
Library Director

Youth Resources Office Report

The Youth Resources Office operates a variety of programs to benefit Dover youths and their families. The Youth Resources Office is not a happy accident, but the result of the combined efforts of a number of local agencies and the community at large.

The Youth Resources Office is one of the leaders in the area.

Dover and the neighboring towns of Kent and Newmarket.

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Donald K. Mullen
Library Director

1984-85 was a very rewarding year, and it was because of the combined support of the Board of Trustees, a dedicated Library staff, the Friends of the Library, and the many groups and individuals who offered so much help and encouragement.

Respectfully Submitted,
Paul J. Chalue
Arena Director

Emergency Management Systems Report

General

1. Emergency Management Workshop was held on Sept. 29, 1984 at Yoken’s Restaurant

2. Our yearly test was held on Oct. 20, 1984 simulating a fire, “Fire drill.”

Thomas Dolloff, Assistant Emergency Manager, William Dodge, Warning & Communications Officer, Fred Lavalle, Amateur Radio Emergency Services and Gilbert Hurley, Emergency Manager wrote up the problem areas. Mr. William Newhall and others from New Hampshire Off Road Vehicle Association (NORVARA) also help us. Towns and cities involved were Dover, Hampton, Somersworth, Rochester, Portsmouth, Barrington, Madbury and Nottingham. State Agencies involved were: New Hampshire Emergency Management; State Police; National Guard; Air Patrol (CAP) and Forestry.

3. May 13-15, 1985 a course was given at the Federal Emergency Management Association (FEMA) College at Emmittsburg, Maryland, “Offsite Nuclear Power Plant Radiological Accidental Assessment.” Attending from Dover were Mr. Thomas Dolloff, Assistant Emergency Manager and Mrs. Muriel Hurley, Assistant Radiological Officer. On June 3 through June 7 the course was again given and attending from Dover was Mr. Donald Black, Operations & Planning Officer.

4. The Concord Headquarters received the go ahead on their new Headquarters building in May 1985.

5. This fiscal year ending June 1985 was the last year the Dover Chapter American Red Cross and Dover Emergency Management were working to work from the same Headquarters. National Policy of the American Red Cross forced the local chapter to move to one of their former locations.

Communications:

1. Our Mobile Citizens Band Radio (CB), Amateur Radio Emergency Services (ARES) and New England Off Road Vehicle Competition Association (NEORVCA) helped in both the Dover and Rochester Christmas Parades - both went well.

2. Many meetings were held through the year with Mr. Dave Maydew, Warnings and Communications Officer, for the New England Off Road Vehicle Competition Association (NEORVCA) helped in both the Dover and Rochester Christmas Parades - both went well.

3. Many meetings of the Mobile CB Radio group were held at our Headquarters. Host for this year was Mr. Thomas Dolloff, Assistant Emergency Manager and Mrs. Pat Dolloff, CB Radio Dispatcher for the group.

4. Film were scheduled for every meeting along with refreshments.

Radioiodical:

1. January 3, 1984, Mr. Arthur Turgeon, Radiological Instrument Technician from Concord Headquarters made the annual exchange of our Radiological Defense (RADEF) kits, Fire Marshal’s Departments, WTSN and Post Office exchanged theirs as well.

2. A course on “Radiological Response Team” was held at the Straffham Vocational College for the Fire Marshal’s Departments, WTSN and Post Office exchanged theirs as well.

3. Dover received access to the team as follows: Mr. Thomas Dolloff, Assistant Emergency Manager, Mr. Donald Black, Operations and Planning Officer, Mr. Dean Price, Radiological Officer, Mr. Muriel Hurley, Assistant Radiological Officer and Mr. Robert Elliott, Transportation Officer.

Respectfully Submitted,
Gilbert V. Dolloff
Emergency Manager
I am pleased to submit the Annual Report for fiscal year 1984/85. You will note that the statistics reported herein reflect the effect of continued city growth and are a good indicator that our fire and rescue needs are increasing. The estimated monetary loss increased in 1984/85 and the incident rate for service greatly exceeded the population growth.

All factors point to the need for continued and greater emphasis on strengthening the total fire and rescue service effort.

Fire incidents increased 7.9% and rescue calls increased 15%. Add this to the increased service inspections and you will find an increase in total activity of 10.4%.

While this report is rather lengthy and primarily concerned with statistics, we feel that this will be more interesting and meaningful to those citizens of our city who might desire to hear more of this governmental service.

Significant steps to improve the quality and quantity of service were accomplished with the thoughtful attention and support of your office and the various city departments. For this cooperation and assistance I would like to recognize in particular the continuing hard work of our department's line personnel and administrative staff.

The most meaningful achievement this year was the research and development of a domestic-residential sprinkler system ordinance for our community. Although our casualty statistics reflect a negative trend, we are still suffering unnecessary financial losses. We have been lulled into complacency because of a downward trend in national fire death statistics and reduced fire loss. The reduced casualty figures can be attributed to increased use of smoke detectors, increased public awareness and increased fire protection proficiency while the reduced fire loss may be attributed to non-combustible materials and social consciousness.

However, the fact remains that we are still suffering losses in preventable situations. Eighty per cent of all fire deaths occur in residential buildings and a recent report indicates that 10 years from now 70% of all fire incidents will occur in residential occupancies presently under construction. What is the answer? Automatic sprinkler systems and early warning alarm devices. Hopefully this project will be thoroughly studied and implemented during the next fiscal year.

As you review the Fire Prevention, Training and EMS reports, you will find these divisions through their efforts and the community's interest, they continue to provide programs that are beneficial to every citizen of our community as well as being in the best interest of the city.

Yours truly,
David F. Bibber, Chief
City of Dover Fire & Rescue

City of Dover Fire & Rescue
1984-85

Incident Analysis

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<th>82</th>
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<td>61</td>
<td>95</td>
<td>51</td>
<td>73</td>
<td>79</td>
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<td>Vehicle</td>
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<td>7</td>
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<td>3</td>
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</tr>
<tr>
<td>Brush</td>
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<td>41</td>
<td>14</td>
<td>40</td>
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<td>Refuse</td>
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<td>59</td>
<td>43</td>
<td>22</td>
<td>46</td>
<td>52</td>
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<tr>
<td>Explosion-No Fire</td>
<td>30</td>
<td>31</td>
<td>31</td>
<td>8</td>
<td>28</td>
<td>31</td>
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<tr>
<td>Outside-Spill</td>
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<td>0</td>
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<td>Steam Rupture</td>
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<td>3</td>
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<td>0</td>
<td>2</td>
<td></td>
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<td>Air, Gas Rupture</td>
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<td>2</td>
<td>1</td>
<td>1</td>
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<tr>
<td>Overpressure Rupture-NCA</td>
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Emergency Medical Call
200 885 783 387 905 1042

Lock-In
4 2 3 | 0 5 6

Search
1 2 1 | 1 1 8

Extrication
16 12 9 | 3 2 8

Rescue Call-NCA
10 4 17 | 5 15 12

Spill, Lead-No Ignition
46 52 49 | 17 50 45

Explosive, Bomb Removal
0 0 0 | 0 0 0

Excessive Heat
5 3 | 5 7 7 7

Power Line Down
8 5 3 | 5 19 19

Arcing Electrical Equipment
48 33 | 38 20 48 37

Chemical Emergency
2 0 3 | 1 4 4

Hazardous Condition-NCA
14 11 12 | 9 22 16

Lock-Out
75 77 156 | 163 342 237

Water Evacuation
13 3 7 | 17 6 5

Smoke, Odor Removal
8 4 1 | 1 2 3

Animal Rescue
1 1 10 | 10 13 4

Assist Police
26 16 29 | 16 18 17

Unauthorized Burning
53 32 23 | 6 15 25

Cover Assign., Standby
11 6 4 | 3 10 13

Service Call-NCA
173 96 215 | 82 544 671

Smoke Scare
101 103 110 | 45 122 149

Wrong Location
3 1 3 | 0 2 1

Controlled Burning
38 16 18 | 16 21 31

Viscosity Alarm
1 2 2 | 0 0 4

Steam
15 5 9 | 0 7 6

Good Intent Call-NCA
24 19 19 | 10 34 25

Good Intent Call-Insufficient Info. | 0 2 1 | 0 0 4

Malicious False Call
100 56 19 | 11 22 32

Bomb Scare
2 0 0 | 0 1 2

System Malfunction
49 49 82 | 34 155 191

Unintentional
19 28 58 | 31 41 69

False Call-NCA
4 4 7 | 4 11 15

Type of Situation Found-NCA | 6 7 7 7

| TOTALS | 1386 | 1137 | 1924 | 1008 | 2644 | 2919 |

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Total Calls Per Day
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<td>292</td>
<td>467</td>
<td>466</td>
<td>422</td>
<td>390</td>
<td>441</td>
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<td>0601-1200</td>
<td>1201-1800</td>
<td>1801-2400</td>
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Total Calls During
233 811 1154 721

Specific Hours
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<tr>
<th>Radio</th>
<th>Direct Report To A Fire Station (verbal)</th>
<th>No Alarm Received - No Response</th>
<th>911</th>
<th>Method Of Alarm From The Public Not Classified Above</th>
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<tbody>
<tr>
<td>128</td>
<td>51</td>
<td>16</td>
<td>2091</td>
<td></td>
</tr>
</tbody>
</table>

Method of Alarm

Private Radio Alarm

129

Direct Report To A Fire Station (verbal)

51

No Alarm Received - No Response

16

Method Of Alarm From The Public Not Classified Above

2091

Number of Fire Related Fatalities
<table>
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<th>Fire Personnel</th>
<th>Civilians</th>
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<tbody>
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<td>8</td>
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</tr>
</tbody>
</table>

Number of Fire Related Injuries
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<th>Fire Personnel</th>
<th>Civilians</th>
</tr>
</thead>
<tbody>
<tr>
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<td>0</td>
</tr>
</tbody>
</table>

Estimated Dollar Loss

$542,355

Total Call Men Response For The Year

483

Total Firemen Working Overtime For Incidents

$140,000

Total Incidents Per Ward

12 Ham Street

20 Shawnee Lane

137 Back Road

78 Backriver Road

288 Central Avenue

Residence

Residence

Residence

Residence

Commercial

38,000

5 Largest Losses in 1984-85

Estimated Dollar Loss

$140,000

504,000

$15,266

483

$84,579

$463,629

$149,100

$23,221

$29,213

$26,444

$2919

Bureau Of Fire Prevention

The major objectives of the Bureau of Fire Prevention this past year was to increase inspections by 50%, educational programs by 10% and to encourage builders to include in their plans provisions for automatic fire suppression systems and complete detection systems. I am happy to report that in the past year 1400 inspections were conducted, which represents a 65% increase over last year. The increased number can be attributed to the new inspection program that was implemented in January of 1984. The following is a list of inspections completed throughout the last year:

| a. Educational (Schools & Kindergartens) | 23 | 22 |
| b. Health Care | 13 | 14 |
| c. Mercantile | 172 | 283 |
| d. Dwellings (Single & 2 Family) | 5 | 15 |
| f. Oil Burners | 32 | 20 |
| g. Industrial | 32 | 49 |
| h. Places of Assembly | 103 | 151 |
| i. Miscellaneous | 152 | 429 |
| j. Apartments (3 or more units) | 80 | 64 |
| k. Day Care & Foster Homes | 13 | 27 |
| l. Wood Stoves | 62 | 51 |

Total

$849,1400

continued on next page

City of Dover Fire & Rescue Report

City of Dover Fire & Rescue
Fire and Rescue continued from previous page

The installation of fire suppression systems and detection systems over the past year has far exceeded the expectation for a first year program. Presently we have 30 homes and two commercial buildings protected by the new domestic-residential system. The highlight of this new concept is the commitment of an additional 185 residential units to be constructed that will be completely sprinklered and the cooperation and interest shown by many of the developers.

During the past year the Bureau has been hard pressed to keep up with new construction; 87 sets of plans were reviewed and approved. The Bureau conducted 24 investigations in the past year, 18 structure fires, 2 vehicle fires and 4 grass/woods fires. It should also be noted that our juvenile incidents increased considerably over last year.

I cannot emphasize enough the need for fire suppression systems. Not only will the occupants of the buildings benefit by the protection but the city as well will in the future see the benefit of the systems through a reduction in suppression costs. Remember — 65% of all residential fire deaths occur in one and two family dwellings.

Division of Fire Training

For the last several years the Training Office has been slowly changing the mode of training and the method of record keeping. The combination of the two has consistently indicated increased training hours.

The 1984/85 year saw about a 2500 hour increase in training hours over the same time period of the previous year (1983/84). In the near future we should be able to reach our goal of 600 hours per man per year.

A number of special courses and projects were completed during the 1984/85 year. Some are listed below:

<table>
<thead>
<tr>
<th>Projects</th>
<th>Courses</th>
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<tbody>
<tr>
<td>Computerization</td>
<td>Forms and Records</td>
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<tr>
<td>Department Evaluation</td>
<td>Command Post Operations</td>
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<td>Rookie School</td>
<td>B &amp; M Railroad</td>
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<tr>
<td>Hose Testing</td>
<td>Officer Leadership</td>
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<tr>
<td>Apparatus Maintenance</td>
<td>Electrical Emergencies</td>
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<tr>
<td>Engineers Exam</td>
<td>Fire Service Hydraulics</td>
</tr>
</tbody>
</table>

Along with department training, the Training Division has assisted the community in a number of areas. The hundreds of hours spent in these areas are not reflected in our training records.

Career Days
Dover Home Show
Police Youth Camp
Davidson Rubber Company
Council Community Presentations

Emergency Medical Service

There were 19 programs provided to the community reaching 204 civilians including cardiopulmonary resuscitation, oxygen therapy, bandaging and splinting and poisoning. In-house training programs were aimed at maintaining EMT certifications and to advance experienced EMT's.

Our first objective this past year was to replace the cadillac ambulance with a new van style vehicle. After a delay, the second lowest bidder delivered an ambulance that met our specifications.

The second objective was to improve EMT skills which required a minimum of one year field experience. We wanted to train 50% of our EMT's in Esophageal Obturator Airways and Medical Anti-Shock Trousers. We exceeded in both area with 67% and 82% respectively even with new personnel.

The third objective was to research a paramedic level service for the City of Dover. We are working closely with the state EMS regional office and Wentworth-Douglass Hospital in determining the best economical system for our community.

We have two national registered paramedics and are working towards additional paramedics through recruiting efforts and staff development. This objective was temporarily postponed from last year due to low funding and manpower.

Our objectives for fiscal year 85/86 are (1) train 85% of EMT's with EOA skills, (2) train 100% of EMT's with MAST skills, (3) train or hire four additional paramedics and, (4) implement a paramedic service.

<table>
<thead>
<tr>
<th>Project</th>
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<tr>
<td>Career Days</td>
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<tr>
<td>Dover Home Show</td>
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<tr>
<td>Police Youth Camp</td>
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<tr>
<td>Davidson Rubber Company</td>
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<tr>
<td>Council Community Presentations</td>
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<tr>
<td>Pee-Wee Football</td>
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<tr>
<td>Drug Awareness Program</td>
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<tr>
<td>Central Dispatch</td>
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<td>Jance Company</td>
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<tr>
<td>Building Burns</td>
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</tbody>
</table>

There is one topic that deserves special mention. It is computerization of the fire service. Briefly, the small steps that we have already taken this year have proven to be cost effective. The hours spent putting programs on line have returned tenfold in hours saved. We are in desperate need and anticipating computers to take up a larger portion of the work load in the coming years.
Building Inspection Division Report

In accordance with your memo of September 13, 1985 relative to the above-referenced, I have listed below the activity for my division.

<table>
<thead>
<tr>
<th>Building Inspection Division</th>
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<tbody>
<tr>
<td>Month</td>
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<td>May</td>
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<tr>
<td>June</td>
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</tbody>
</table>

Yearly Total: 420 $29,679,000 $34,018

Electrical Permits: 210 $3,571,000 $3,623

Miscellaneous Permits: 10 $250

Annual Totals: 640 $29,679,000 $44,655

Richard Selleck
Building Inspector

Economic Development Department

The period July 1, 1984 to June 30, 1985 has seen a continuation of the development planning begun last year. The investment of private capital has continued at a rapid pace and the number of inquiries for manufacturing office and commercial space has continued, but at a slower rate. During the twelve month period, July 1, 1984 to June 30, 1985 over twenty-nine million dollars in building permits were issued. Over a million dollar increase over the previous year and 225% increase over 1983’s total of thirteen million. Indications are that this trend will continue into next year. Following is a breakdown of building permits for the fiscal year:

- 76 New Single family units $4,422,000
- 11 New Multi-family projects 6,491,000
- 150 Residential Additions & Renovations 1,367,000
- 8 New Commercial Buildings 3,364,000
- 6 New Industrial Buildings 1,511,000
- 21 Commercial Renovations & Additions 1,191,000
- 29 Residential Conversions 842,000
- Wentworth Douglas Hospital 9,455,000
- Schools (Public and Private) 485,000
- Public Library 91,000
- Recreation 15,000
- Miscellaneous 473,000

Total Value of Building Permits $29,679,000

This past twelve month period has seen the completion of plans started in 1983 and 1984. The Miracle Mile redevelopment and the construction of Shaw’s initial phase and Hannaford Bros. developments are now complete. They have added over six hundred jobs to the Dover labor market.

During the past year nearly all available industrial space has been leased. The Sawyer Mills redevelopment and the construction of Shaw’s initial phase and Hannaford Bros. developments are now complete. They have added over six hundred jobs to the Dover labor market.

Industrial Development Authority

The 1984-85 fiscal year has continued the trend started in 1983. The sewer and water line and utility extensions that opened up additional land for development in the Crosby Road Industrial Park have resulted in construction of over 65,000 square feet of new industrial space. Cochecho Land Management, as provided in their agreement with DIDA, completed work on a 3 acre parcel with the construction of a second 26,000 square foot building. This multi-tenant facility is providing space for new small industries and expansion space for local growing businesses.

The two and one-half acre parcel at the entrance to the Crosby Road Park was sold for development.

continued on page 8
Statement of Revenues, Expenditures and Encumbrances

Revenues:  
- Taxes: $12,633,225  
- Licenses & Permits: $790,225  
- Fines & Forfeits: $246,000  
- Use of Property & Money: $454,670  
- Current service charges: $365,895  
- Other revenues: $29,000  
- Educ. — prim Fed & State,Grants & Tuition: $1,321,075  
Intergovernmental: $744,305  
Total Revenues: $16,584,395

Expenditures & Encumbrances:  
General Government  
- Prepaid Exps. & other assets: $172,074  
- Inventories: $218,106  
- Due from governmental entities: $344,997  
- Note receivable: $322,150  
Education  
- 8,459,069  
Intergovernmental  
- 1,189,928  
Total Expenditures & Encumbrances: $17,839,394

Revenues over (under) Expenditures  
- (1,254,999)  
Other Financing Sources (Uses) — Budget transfers in  
- 1,254,999  
Revenues and Other Sources Over (Under) Expenditures and Other Uses  
- 0

Total Liab. & Fund Equity:  
- Unreserved: Cap. Projects reserved for Encumberances: $146,362  
- Fiduciary Trust-Expendable: $171,774  
- Fund Balances:  
- Prepaid Exps. & other assets: $172,074  
- Workers comp.  
- Debt service  
- Trust-Nonexpendable  
- Trust-Expendable  
- Unreserved: Cap. Projects  
Undesignated:  
- 1,162,915  
- Total Fund Equity: $1,162,915

Total Liab. & Fund Equity:  
- 6,960,623  
- Total Liabilities:  
- Cash: $1,055,997  
- Investments, at cost: $1,857,626  
- Accounts receivable: $329,929  
- Unbilled revenue: $344,997  
- Due from governmental entities: $228,106  
- Inventories: $26,421  
- Prepaid Exps. & other assets: $172,074  
- Property: $4,241,125  
- Total Assets: $6,960,623

City of Dover Combined Balance Sheet at June 30, 1985

Assets  
- Cash: $1,055,997  
- Investments, at cost: $1,857,626  
- Accounts receivable: $329,929  
- Unbilled revenue: $344,997  
- Due from governmental entities: $228,106  
- Inventories: $26,421  
- Prepaid Exps. & other assets: $172,074  
- Property: $4,241,125  
- Total Assets: $6,960,623

Liabilities & Fund Equity  
- Accounts payable: $286,870  
- Accrued Liabilities:  
- Compensated Absences: $114,027  
- Other: $697,905  
- Due to other funds: $621,407  
- Total Liabilities: $5,797,708

Fiduciary  
- Trusts Long-Term Debt  
- Trust-Expendable  
- Trust-Nonexpendable  
- Fiduciary Trust-Expendable  
- Fiduciary Trust-Nonexpendable  
- Total Fiduciary  
- Total Liab. & Fund Equity: $6,960,623

Industrial Development continued on page 7

to Acme Sheet Metal last year now houses a new 5000 square foot building which is expan-
dible to 15,000 square feet. Last year’s exten-
sion of water and sewer lines to the Farraday Drive property and to the Acme Sheet Metal
properties have made service available to four additional parcels.
During the past year the sale of 7 acres was completed. G F S Corp. constructed and now
occupy a 35,000 square foot building on that site. An agreement has been signed for another
seven acres and construction of two 35,000 square foot buildings will start in the spring of
’86.

If sales continue at their present level, developable land in Crosby Road Industrial
Park will be gone by the end of 1986. With this in mind, DIDA has acquired an additional 50
acres for the creation of a new industrial park and/or expansion of the Crosby Road Park.
Recognizing the possibilities of a Foreign Trade Zone as an incentive for foreign firms in
the export business, to locate in the industrial park, we have taken action to make that incen-
tive available. We have received word that our application to have the Crosby Road Industrial
Park designated as a sub-zone of the Portsmouth Foreign Trade Zone has been approved.
The development of the Crosby Road Industrial Park has been due in no small measure to the cooperation and commitment of the Dover City Council and the city department heads and staff. We thank them all.

Seymour Osman  
Chairman
Dover Industrial Development Authority