

CITY OF DOVER

AD-HOC COMMITTEE TO ADDRESS COMMUNITY HOUSING NEEDS – DRAFT MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Conference Room
Meeting Date: Tuesday, November 21, 2023
Meeting Time: 5:00 p.m.

Regular Members: 9

Mayor Robert Carrier, City Council, Chair
George DeBoer, Planning Board
Ryan Crosby, Dover Housing Authority
Betsey Andrews Parker, CAPSC, Vice-Chair
Robert Baldwin
Mark O'Dell
Dorothy Wagner
Ernie Clark
Krysta Gingue

Alternate Members: 3

Mark Speidel, Planning Board
Pam Lessard, Secretary
Leslie Michaud

1. CALL TO ORDER AND ROLL CALL

Mayor Carrier called the meeting to order at 5pm. Betsey Andrews-Parker conducted roll call:
Absent: Mark Speidel, Leslie Michaud
Additional Attendees: Staff Liaison – Housing Navigator Ryan Pope

2. CITIZEN'S FORUM

Mayor Carrier opened the Citizen's Forum. Citizen's Forum closed with no public comment.

3. APPROVAL OF ORGANIZATIONAL MEETING MINUTES OF OCTOBER 31, 2023

Motion by Dorothy Wagner to accept organizational meeting minutes. Second by Ryan Crosby.

Discussion of outstanding legal clarifications from prior meeting. Housing Navigator Pope updated Committee regarding Pam Lessard as Secretary, and that virtual meetings are not currently permissible. Pam Lessard requested clarification of minutes to amend passage of language regarding social media policy to exempt her vote as she did not vote in favor said amendment. Minutes amended to reflect a vote of 8-1 in favor social media communications policy. Vote to accept minutes as amended, 9-0, motion passed.

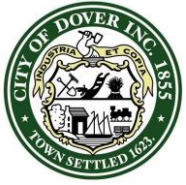
4. REVIEW AND ADOPTION OF COMMITTEE RULES

Housing Navigator Pope discussed proposed amendment to operating rules with changes to Article V.F-change of "Email" to "Communication Standards" with presentation of amended language from the City Attorney's office. Some discussion followed to further clarify communication standards regarding committee business. Motion to adopt operating rules as amended by Ryan Crosby, Krysta seconds. Vote 9-0. Motion passed.

5. HOUSING NAVIGATOR UPDATE

Navigator Pope provided the following updates:

- Housekeeping Items:
 - Pam Lessard confirmed as Secretary
 - City email address set-up process for committee members
- AbleNH: Met with AbleNH to better inform policy perspectives for those living with disabilities



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- ADU financing: At least two local financial institutions have agreed to pilot a specialized loan program next year.
- Housing Opportunity Grant: The City has been awarded \$65,000 to address zoning policies. It has been bid out twice with no response and a third bid attempt is expected to be issued soon for consultant work.
- Upcoming Events:
 - Housing opportunity and navigator recipient community visit scheduled for November 29th from 2-6pm to include presentation and walking tour of downtown Dover.
 - The Workforce Housing Coalition will present the City of Dover with a Visionary Leadership award on November 30th at their annual awards dinner at The Brook in Seabrook at 5pm.
 - Presentation on December 8th at St. Anselm's College in Manchester to showcase recent development in Dover located at Sophie/Banner. Will follow up with Rob Baldwin following meeting to finalize talking points.
- Individual Meetings: Request for individual meetings with committee members. The group was in agreement.

Group discussion followed regarding TDR (Transfer of Development Right) and examples in Dover. Rob Baldwin discussed financial implications and complexity of development in general. The group had some discussion about definitions of affordability terms, the acceptance of vouchers, and the need for mixed-income developments. The group agreed that a future meeting should include clarifications of housing terminology and the roles of agencies like CAPSC and DHA in providing housing and supportive services, stressing the importance of creating a common understanding for relaying the committee's efforts to the broader community. Additional conversation was had regarding the creation of subcommittees to ensure the committee was able to meet its charge of making recommendations to the City Council by September of 2024 and building relationships with other regional efforts and organizations report back on, with subcommittees identified during the December meeting.

6. DISCUSSION OF SURVEY RESULTS & GOAL SETTING

The committee discussed survey results stressing the community's overwhelming desire for more affordable housing while considering the balance and prioritization of other themes and concerns raised in the responses. Mark O'Dell stressed that the need is being felt by area employers and that the broader economy will be impacted if action is not taken. Krysta Gingue shared that she utilized Chat GPT to assist her with analyzing survey responses and created an initial list of focus areas for the committee to consider for research and advocacy: Affordable & Inclusive Housing Models, Community Engagement & Communications, Zoning Policies & Regulatory Frameworks, Partnerships & Collaboration, and Financial Incentives & Support Programs. Betsey and Ryan agreed to connect between meetings to determine how best to educate the committee on terms and the work of CAPSC & DHA at December's meeting. Rob Baldwin asked that December's meeting also include some discussion of leveraging the City's survey system to poll the developer community. Krysta Gingue shared information about an upcoming UNH Connect event in Boston the evening of 11/29 focused on housing open to UNH alumni that she will attend.

7. ADJOURN

Motion to adjourn by Ryan Crosby, seconded by George DeBoer. Vote 9-0.