

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: Thursday, May 22, 2025
Meeting Time: 5:00 pm

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: 2

Pam Lessard, Secretary
Mary Beth Rudolph

1. CALL TO ORDER and ROLL CALL

Betsey Andrews Parker called the meeting to order at 5:00pm. The roll was called.

Absent: Mayor Carrier, excused, Mark O'Dell, and Ernie Clark.

Additional Attendees: Donna Benton, Director of Planning & Community Development Abby Galloway-Burke, Assistant City Planner.

2. CITIZEN'S FORUM

Betsey Andrews Parker opened the Citizen's Forum. Citizen's Forum closed with no public comment.

3. APPROVAL OF MEETING MINUTES OF APRIL 24, 2025

Motion by Dorothy Wagner to accept last month's organizational meeting minutes. Second by George DeBoer. Motion passed.

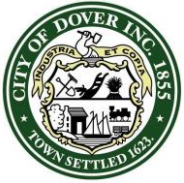
4. COMMITTEE WORKSHOP SESSION-REPORT CONTENT AND FORMAT REVIEW FOCUSING ON RECOMMENDATIONS

Betsey Andrews Parker introduced our new Assistant City Planner, Abby Galloway-Burke who will be assisting the Committee on finalizing our final report. The Committee continued the discussion of the previous meeting to include more technical terms in the attached glossary and tighten up and clarify certain topics, charts, and tables for the final report.

It was pointed out that Dover has zoned-out space for mobile or manufactured homes, making this form of low-income housing less available to buyers and renters. This information should be included in the section on Strafford County and Dover's housing status compared to surrounding towns.

There is a need for a housing needs assessment specific to Dover in order to understand the characteristics and needs of the community's residents and to include data on specific vulnerable and underserved populations.

There was a suggestion that a condensed summary of the final report be made available to the public as this report is probably too long and detailed to communicate effectively to the general public.



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Motion: Ryan Crosby moved to endorse the final report by accepting all of the modifications we reviewed and discussed tonight in relation to comments, formatting, and clarification, and to approve the publishing and presentation of this document to the City Council. The motion was seconded by George DeBoer. The motion passed unanimously.

There was a discussion of the list of suggested members of the proposed Housing Commission. It was suggested to include a representative from the real estate sector and a housing advocate from a local housing agency to ensure inclusive participation and gather diverse input.

There was further discussion of the need for more data about Dover's current population —such as the economic status for current and future homebuyers and renters, their specific housing needs, identifying populations of concern, and documenting the magnitude of housing deficits within the city.

Staff will make further final amendments and send out to the Committee ahead of the next meeting.

5. Adjourn

There was a motion to adjourn by Ryan Crosby, seconded by Mary Beth Rudolph. The meeting adjourned at 7:00pm.

The Ad-Hoc Housing Committee's next meeting will be held in the first floor Conference Room, City Hall on Monday, June 23rd, 2025 at 4:00 PM.