

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, August 21, 2025
Meeting Time: 4:00 pm

Regular Members: 9

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

Alternate Members: 2

Pam Lessard, Secretary
Mary Beth Rudolph

1. CALL TO ORDER and ROLL CALL

Mayor Carrier called the meeting to order at 4:02pm and the roll was called.
Absent: Mark O'Dell, Dorothy Wagner, Ryan Crosby, and Krysta Gingue.
Additional Attendees: Abby Galloway-Burke, Assistant City Planner.

2. CITIZENS' FORUM

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

3. APPROVAL OF ORGANIZATIONAL MEETING MINUTES OF JULY 14, 2025

Motion by George DeBoer to approve last month's organizational meeting minutes. Seconded by Rob Baldwin. Motion passed.

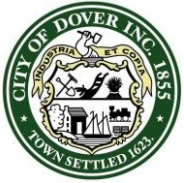
4. COMMITTEE WORKSHOP SESSION-RECAP OF PRESENTATION TO COUNCIL

Abby Galloway Burke observed that the Committee's presentation at the recent City Council meeting was well received, and our hard work was acknowledged and appreciated. She presented a handout that included an updated list of tasks for the Committee and City which included items achieved, in process, and actionable in the future.

5. DISCUSSION OF NEXT STEPS FOR COMMITTEE

Mayor Carrier led a discussion on next steps for the Committee. A motion, made by Betsey Andrews-Parker and seconded by Mayor Carrier, passed to formally request that the City Council establish a Housing Commission. It was decided to begin with a proposal to reconstitute the Committee as a Commission to continue its work after its current mandate ends December 2025.

There was a discussion around the proposed make-up of the Commission, including but not limited to the appointees suggested in the Committee's Final Report. The proposed housing commission may also include a Housing Advocate and a Mental Health Professional, ensuring that underserved populations and those with the greatest housing needs have a strong voice in decision-making. Further clarification of the Housing Commission's mission is needed to highlight the importance of improving access to safe, affordable, and accessible housing in Dover's most vulnerable residents. As stated in the Housing



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, August 21, 2025
Meeting Time: 4:00 pm

Committee's Final Report and Recommendations, a need was identified for a comprehensive housing needs assessment for Dover to establish a data-driven approach for allocating resources and addressing housing challenges. Mayor Carrier emphasized that the City Council and proposed Housing Commission should act soon to address housing affordability.

The Committee agreed that Vice-Chair Andrews Parker will send an email to the Appointments Committee before the September 10th City Council Meeting, requesting consideration and guidance for the creation of a Housing Commission in Dover, New Hampshire. Additional next steps for the current Committee would include drafting by-laws for a Housing Commission.

Lastly, Abby Galloway-Burke reported that the City of Dover, one of 16 communities nationwide, has been selected to participate in the Housing Supply Accelerator Challenge, an initiative of the National League of Cities and the American Planning Association. The 18-month Housing Supply Accelerator Challenge is designed to accelerate the implementation of proven and innovative housing strategies to expand, preserve, and improve the quantity and quality of housing. Dover will engage in virtual learning, peer exchanges, receive tailored technical assistance, and access to best practices and tools.

6. ADJOURN

There was a motion to adjourn by George DeBoer, seconded by Mary Beth Rudolph. The meeting was adjourned at 4:54.

The Ad-Hoc Housing Committee's next meeting will be held in the first floor Conference Room, City Hall on Thursday, September 25th, 2025 at 4:30 PM.