

**DOVER PLANNING BOARD
MINUTES OF MEETING
JANUARY 27, 1998**

MEMBERS PRESENT: Jerry Reese, Margaret Stevenson, Ron Cole, Charles Maglaras, Brian Preston, Karin Crittenden (late)

MEMBERS ABSENT: Paul Beecher, Mike Bobinsky, Reuben Hull, Anthony McManus

STAFF PRESENT: Bruce Woodruff, City Planner; Rick Jones, Community Development Coordinator, and Jacqueline Freeman, Recording Secretary

ITEM #1: Approval of minutes.

Jerry Reese made the motion to approve the minutes.

Brian Preston seconded.

VOTE U/A

ITEM #2: Consideration and acceptance of an application for a minor lot line adjustment of land for Shirley R. Webb and Coheco Country Club, Assessor's Map N, Lots 12N & 15, zoned R-40, located at 1 Country Club Estates and Coheco Country Club.*

Alan Arkwell, 9 Country Club Estates, stated he is representing his mother-in-law since she is in Florida. He said that the country club kept moving onto his in-laws' land so they are swapping square foot for square foot.

Brian Preston made the motion to accept the application.

Jerry Reese seconded.

VOTE U/A

The public hearing was opened.

There were no comments.

The public hearing was closed.

Bruce Woodruff presented the staff recommendations.

Jerry Reese made the motion to approve with the condition that the owners' signatures be added to the mylar.

Brian Preston seconded.

VOTE U/A

ITEM #3: Public hearing of Goals and Objectives of the Community Development Program.

Karin Crittenden arrived at 7:12

Rick Jones read the tentative CDBG schedule for the upcoming Planning Board meetings, workshops, and City Council meetings.

Rick stated that the goals and objectives have not changed except to create a micro-enterprise loan program to provide increased employment opportunities for low and very low income persons. This program will provide loan assistance to small businesses in town who have 5 or less employees.

Rick stated that Dover is an entitlement community which means that we received money from HUD. He went over the program description with the Board and gave the following figures:

CDBG Entitlement (estimated)	\$433,000.
Estimated Income (School St. Parking)	1,755.
Estimated Income (DELP)	146,217.
Estimated Income (HRL)	<u>113,730.</u>
TOTAL	\$694,702.

Rick stated that the funds are supposed to be returned to their respective revolving loan accounts, therefore, the actual amount of funds available for programming is \$434,755. He said the money can be used for almost any activity that meets the Department of HUD's three national objectives. He said the maximum amount of program funds that can be used for administration and planning purposes in any given fiscal year is (20%) of the total grant amount plus projected program income which amounts to \$114,407. Rick said that the maximum amount of program funds that can be used for public services in any given fiscal year is fifteen percent (15%) of the total grant amount, plus 15% of the program income for the previous year, which comes to \$175,127. He added that the program income for this year is quite high because of the sale of the Alder Meadow houses.

Rick explained the income guidelines and stated that he would have a list for the Board at the next meeting.

Brian Preston asked why the Woodman Park School area is an approved area and Horne Street School is not.

Rick stated that the North side of Silver Street is considered a very low income neighborhood because the boundary goes down to Rutland Manor. He said that Horne Street School is not in a low or very low income area. Rick said he called the Title I Coordinator for the City, and she said that 34% of the school received the free lunch program and suggested that we look into AFDC numbers. He said that he did, but it would not come up to 51%. He said that he also called HUD and they probably would not approve it because it is not in a low and very low income neighborhood. Rick said it does not meet the criteria of 51% low income.

ITEM #4: Old Business

Ron Cole read a memo requesting a change of use of funds for the HUB. Rick Jones said they relocated from Silver Street to a home on Rutland Street which is not handicap accessible. He said the funds they are receiving from FY97 were to be used for staffing but they are requesting a change in use from "Public Service" to "Accessibility Improvements" so they can make the facility handicap accessible.

Jerry Reese made the motion to approve the change from Public Service to Accessibility Improvements so they can use the funds to make the facility handicap accessible.

Chuck Maglaras seconded.

VOTE U/A

Brian Preston asked if the Moose Club would be eligible for some funds to construct handicapped accessibility improvements.

Rick stated they would be eligible under the grant proposals. He said they are welcome to come in and submit a grant application by the 30th.

Ron Cole stated that he would notify the Moose Club.

VOTE U/A

ITEM #5: New Business

a. Ron Cole read a letter of resignation from Dennis Ciotti. He stated that it is with regret that he accepts Dennis Ciotti's resignation. Ron stated that he will recommend that the Appointments Committee appoint our senior alternate, Karin Crittenden, to a permanent status.

b. Ron Cole read a letter received from Anthony McManus. In his letter Tony states concerns with the motel project in the area of Weeks Crossing because of the possible impact on the aquifer and the potential traffic impact. In this letter he suggested that it would be an ideal project for the city-owned land off of River Street.

Bruce Woodruff explained that the motel project went through a preliminary TRC. He said at that meeting the Committee expressed to their engineer that he would have to bring on board a hydrogeologist to report on possible impact to the nearby aquifer. Bruce said that he disagreed with their one-page traffic study and they were asked to bring in a more in-depth study. Bruce finished by saying that we can try to re-direct development, but the private real estate and economic market dictates where it wants to go. Bruce agreed with Ron in saying that they appreciate the insight in Tony's letter and his zeal in planning for orderly and well-planned development within the City.

Bruce spoke on the public information meeting that will be held on Monday, February 9, on the rezoning of the ETP District. He went over the proposed changes. He stated that Steve Stancel would rather hold the neighborhood meeting to get the opinions of the owners and abutters before we talk about it publicly.

Charles Maglaras stated that he wants to be sure that the people who live there shouldn't have come before the Zoning Board to put a deck. He said he wants to make sure that it is written in the ordinance.

Bruce Woodruff stated that he will check the existing language in the Zoning Ordinance for grandfathered uses to ensure that the issue will be addressed.

Jerry Reese stated that he echoes Anthony McManus's concerns on the motel parking.

Ron asked for a motion to accept Dennis Ciotti's resignation.

Jerry Reese made the motion to accept Dennis Ciotti's resignation.

Brian Preston seconded.

VOTE U/A

ITEM #6: Adjournment

Jerry Reese made the motion to adjourn.

Brian Preston seconded.

VOTE U/A