

**DOVER PLANNING BOARD  
MINUTES OF MEETING  
NOVEMBER 9, 1999**

**MEMBERS PRESENT:** Anthony McManus, Jeff Mason, Pete Lavoie, Margaret Stevenson, Ron Cole, Frank Torr, Reuben Hull, Charles Maglaras

**MEMBERS ABSENT:** Paul Beecher, Karin Crittenden, Jeff Peasley, Jerry Reese

**STAFF PRESENT:** Steve Stancel, Planning Director and Jacqueline Freeman,  
Recording Secretary

Ron Cole brought the meeting to order at 7:04 PM.

**ITEM #1: Approval of minutes**

Frank Torr made the motion to approve the minutes.  
Pete Lavoie seconded.

**VOTE U/A**

**ITEM #2: Old Business**

**a. Discussion and possible vote on alternative design subdivision for Katz Development Corp, located on Middle and Hawthorn Road. (49 lots)**

Chairman Cole announced that there would be no action taken on the Katz subdivision.

**b. Discussion and possible vote on a Conditional Use Permit for Scott Trafton, located at 6 Wentworth Terrace.**

Margaret Stevenson made the motion to take this item off the table.  
Reuben Hull seconded.

**VOTE U/A**

Steve Stancel stated that the Planning staff recommends approval based on the comments of the Conservation Commission. He said that this application consisted of two phases. The Conservation Commission approved the first phase and they voted not to oppose the second phase.

Ron Cole reopened the public hearing.

Scott Trafton, explained the two phases of his project.

The public hearing was closed.

Steve Stancel stated that in talking with Tom Fargo, Chairman of the Conservation Commission, several of the commissioners expressed strong opinions that the applicant may not have adequately explored other options for placing the proposed addition farther away from the shore. He said that there are no environmental issues involved but in the future the Conservation Commission is going to be looking at these applications more closely in regard to approvals. Steve said that in the past they were pretty much blanket approvals but in the future, if alternatives have not been explored, they may be rejected.

Frank Torr made the motion to approve the Conditional Use Permit.

Chuck Maglaras seconded.

**VOTE U/A**

**Abstained – Tony McManus**

**c. Discussion and possible vote on a site plan for Fibredyne, Inc, located at 47 Crosby Road.**

Chuck Maglaras made the motion to take this item off the table.

Tony McManus seconded.

**VOTE U/A**

Steve Stancel gave the recommended conditions of approval. He said that this has received the approval of the Conservation Commission and the DEDC.

Reuben Hull made the motion to approve with the following conditions:

1. Add owner's signatures to the plan.
2. Revise plan to show the location of exterior building lighting on the addition.
3. Continue the existing landscaping pattern along the front of the addition.

Margaret Stevenson seconded.

**VOTE 6 – 1**

**Opposed - Jeff Mason**

**c. Discussion of the City's Capital Improvements Program (CIP)**

Chief Bibber stated that the City keeps pushing things off but they have come to a point that they have to start doing something. He said that the City is growing and the economy is good and most important, is the Northend Fire Station. He spoke about the serious need in the northend and a serious need to upgrade the Central Station. The Chief spoke on the program he would like to start where he would bring in college students, give them a place to stay in return for having them work for the City on a volunteer basis. He said that that was the way he got started. He said that he has been wanting to do that in Dover, however, the City has never spent the money on the buildings to provide an adequate facility for people to work in, live in, and to study. Chief Bibber went over each Fire & Rescue item and explained the need for each. He said that the Central Fire Station in a lot of communities is becoming a community center. He said when it is downsized to a pumper and an ambulance, perhaps it can be renovated into a meeting room of some type for the community, or as a safe haven for children after school

Chief Bibber explained that the \$378,000 for the Southend Fire Station is for the living facilities, to expand the bunk rooms, kitchens, TV room, study area for the students. He said they could have 16 students and only replace 4 each year. He said what they should be doing is trying to get the Southend station first so they can get these students in, then when they build the Northend station, they won't have to hire as many paid personnel. He said that they do not have this set up in this process because of the way they are trying to distribute the funding.

Reuben Hull asked if the future development in the area that will be serviced by the Northend Fire Station could contribute to a fund to help defray the cost. He said that this is something to think about.

Chief Bibber stated that with the growth that is happening in the northend and the poor response time, we should not keep pushing off the northend station any longer. The Chief emphasized that members of the Board ought to go to the various stations and look them over for themselves.

Pete Lavoie went over the Community Services – Public Works items and elaborated on each one of them. He passed out maps so everyone could see where the projects were located.

Pete Lavoie turned over the TIP items to Steve Stancel.

Steve Stancel went over the items for the Local Share of the TIP which are outlined on pages 26 and 27 of the CIP. He said that these project have made their way forward from a very competitive process on the State level and they are now just coming to fruition. He said they are looking for a total of \$88,400 and the City in turn would receive \$353,600 in federal monies.

Steve Stancel stated that the Council approved a transportation fee to be attached to car registrations. Steve said that the monies received through that charge will be used for this TIP. He said that they just started collecting that money on November 1, so it wont be available for the first year of this plan but it will be in the future.

Pete Lavoie explain the other items and when it came to Culture & Recreation he turned it over to Gary Bannon.

Gary Banon stated that he wanted to start off with the expansion of the arena. He said that the facility is over 20 years old and the building has reached a state of disrepair and it needs major work. The roof needs to be replaced, the building is not insulated and there are moisture problems with the existing framing. He said that something has to be done with the existing building to continue to make it operable. He said that the demand for ice usage is maxed out. No new programs can start such as women or girls' programs because there is not enough ice time. He said that they did a market study and they came up with figures that show that this facility, as an enterprise, could afford to bond and pay

for up to three million dollars. The total cost estimate was about 3.6 million so they have been in the process of trying to find the extra ½ million dollars. They have been committed to over \$300,000 between Berwick Academy, Dover Your Hockey, and Great Bay Figure Skating. He showed plans of the proposed new facility. He said that it is financially doable. Garry said it is time to put it into the CIP to bond it so they can get the project up and going and to begin construction this Spring. The goal would be to build the second ring first and have that operational and then redo the facility. If this is not done, they still need to deal with the maintenance of the existing facility and they came up with figures of 1 to 1.2 million dollars. He added that they would create another level of parking.

Garry Banon gave a history on the Athletic Field development project. He said they have been working on this for about 3 years. He said they came up with the need of 7 to 9 multipurpose fields that cover, soccer, football, lacrosse, baseball, softball. He said they originally proposed to build these fields in a centralized design because they did not have the location city-wide to spread them out. He said the economics to build and maintain one facility in one area would be more efficient. He said they tried to move that project forward at the Mast Road site because it was a city owned site that had the space. They proposed using the sale of gravel revenues to pay for that project of 1 to 1.2 million. Garry said that the City Council decided to sell the gravel but build the fields somewhere else. He said that they are looking at the revenue source as a funding source for this project. The County Commissioners brought forth a proposed site adjacent to the county courthouse, nursing home and jail on County Farm Road. He said that they met with the neighbors and they were unified in the sense that they wanted it as far away from their houses as possible if it is going to cause any noise or problem. Gary showed a plan of the site showing where the buildable area was located with the proposed fields and parking areas. He said that the Commissioners asked to reserve a certain portion of the property for future building and expansion of their facilities. He said they were originally looking at 9 fields, but 7 is all that will fit. He said they are working with the neighbors to come up with a layout for playgrounds, picnic areas, walking paths to make this site an entire park setting. He said they will be working with the County and utilizing the in-house labor at the county correction facility to be available to work on these fields. He said that they will be coming back to the Planning Board for site design, layouts and to work out the details, but at this point it is just the funding side.

Reuben Hull stated that there is a bike path in the TIP that goes from County Farm Road south, and back to the train station. He said that if this is the site that we are going with, it would be nice to see some tie in with the bike path plans.

Frank Torr stated that the parcel that belongs to the County, just north of Eric Drive, does abut to the railroad tracks, but the other further up where the ballfields are shown does not. Frank said the Dover delegation may be amenable to the project but when you get outside of Dover, you may run into some major problems because it is a County facility and you are dealing with the entire county.

Gary Banon said that they will be writing letters to all the cities and towns offering them the opportunity to participate in this project and jump in financially so they can be a part of this and have county wide activities.

Steve Stancel asked Pete Lavoie what the cost of updating County Farm Road would be.

Pete said it will cost \$100,000.

Tony McManus stated that this is a substantial project and it should be done by the Planning Department and Planning Board. He said that the City is now in the process of revising the Master Plan related to recreation and open space and it seemed to him that the planning for recreation is being done by the Public Works Department and not by the Planning Department. Tony said if this is a done deal, he's not sure if it's in the best interest of the City to do this. He said that the Planning Board has never had an opportunity to say if they felt it is a good idea or a bad idea. He said that Planning Dept. and Planning Board is responsible for making these decisions and he felt that they have not been made a part of this up until this point.

Garry Banon stated that Steve Stancel has been aware of this project from the beginning. He said that they are working with the current recreation section of the master plan and this is part of the recommended proposal. Garry said that the actual layout and location still can be changed. He said he is asking to help move the process to the next level.

Frank Torr asked if there is an availability of federal funds for this type of project.

Gary Banon stated that he has not come across any. He said that he is working with the State on some other options depending of grants and availability. He said that they are looking at this as the total funding source is based out of the gravel sales. If at some point they were able to find another source, less money would have to be allocated out of the gravel revenue.

Garry Banon explained the other items under Recreation.

Steve Stancel stated that Gary and Pete know how he feels on the athletic field. He said that he just wants to make sure that the cost of upgrading County Farm Road is nailed down, so that whoever is making the decision down the road knows what they are deciding on. He said that he believes the cost to County Farm Road will be more than \$100,000 because of the number of fields and the children and adults coming and going. He said he thinks there may be a need for more than a 2 or 3 foot shoulder.

Frank Torr asked if we are crossing a fine line when we add on to the Hockey Arena, going into the private sector area vs. the public sector.

Ron Cole stated that he has been on the periphery of this. He said that this probably can end up being a perfect example of public and private partnership.

Garry Banon stated that they are charging the market rates so they are not undercutting the private sector but they are trying to keep it at a reasonable price to make it accessible for people in this area. If someone else was going to jump into this on the private side, they would have done it by now. Other schools want a long-term commitment where they know they are going to have their programs in that facility, they are willing to throw in some money into the project to make it happen.

Ron Cole said that he will have a couple hundred Dover kids playing in Epping and Hampton this winter. He felt it would be a commercial venture and it would service the community as well.

Tony McManus asked if any consideration has been given to creating a reserve fund as part of this request. He said that it seems to him that it makes sense to begin to budget an amount each year.

Gary stated that they were going to go over their entire budget with Jeff Harrington.

Pete Lavoie spoke on the Ballamy Hut construction. He said that because this was not over \$100,000 it was kicked out of the debt finance portion of the CIP. He said that until today, they didn't realize that that had happened and they are asking that it be put back into the CIP. He said that it is a real important summer program. He said that this building will be needed by June 1, as part of the Camp Sun & Fun program.

Garry Banon stated that it is estimated to cost \$180,000 to replace what they now have. He said that they could get several smaller type log cabin facilities to create a camp setting at a cost of about \$18,000 - \$20,000 each. He said they would like to create a more rustic rural setting. Garry said that they have 8 weeks of camp and every space is sold out in a week. The demand is there.

Pete Lavoie went over each of the water fund items.

Ron Cole called a 5 minute recess at 8:50 PM, and left the meeting at 8:55 PM.

Vice-Chair Reuben Hull took over the meeting.

Pete Lavoie went over each of the item under sewer fund and took questions. He explained the SCACA monitoring in detail.

Stefania Pearse, Assistant Superintendent of Schools, addressed the Education items. She had handouts for the Board members.

She said that they only had three projects for the first year of the six year plan.

She said that the Dover High School exterior improvement has not actually begun. They are putting the specs together. It's the. This is the second \$400,000 to finish the enclosing of the high school

Stefania said that they are half way through putting the windows on the exterior of Woodman Park School. She said they now want to move inside. The amount she is asking for is to do ADA work.

Stefania spoke about the relocation of several administration offices to the Middle School Annex. She said that \$50,000 has already been approved to move the Alternative Program to the Annex. She said that they don't know the schedule for that possibility. They are still waiting to know when the Annex will be available.

Steve Stancel stated that the Council is going to have a workshop on the CIP on the 17<sup>th</sup> and they will be voting on this at their December meeting.

**d. Discussion of ADS Subdivision Regulations**

Because of the late hour, Steve Stancel suggested that the Board take the ADS materials home and look them over. He said that the changes that he made are a rough draft and he plans on making more changes, but he would like some direction from the Board.

Reuben Hull stated that he feels that the ADS is a better layout than the traditional. He said that he would like to see the ADS be the default.

Steve Stancel stated that the next agenda will be light. There will be two minor subdivisions and the Katz ADS.

Reuben asked if the Board wanted to have a separate workshop for the CIP and the ADS regulations or did they want to bring them up under old business at the next meeting.

The consensus was that it would be discussed under old business at the next meeting and if there was a need then do a workshop.

**ITEM #3: New Business**

**ITEM #4: Adjournment**

Anthony McManus made the motion to adjourn.

Frank Torr seconded.

**VOTE U/A**