

DOVER PLANNING BOARD  
MINUTES OF MEETING

HELD: Tuesday, Oct. 29, 1963  
7:30 p.m.  
Board Office

ATTENDING: Vice-Chairman Hugh C. Tuttle, Secretary Robert W. Lapointe, Wallace I. Akerman, Donald E. Chick, Robert N. Gillis.

ALSO ATTENDING: Planning Director Henry Neil, Roland Jenkins, Reporter of Foster's Daily Democrat.

In the absence of Chairman DuBois, Vice-Chairman Hugh C. Tuttle called the meeting of the Dover Planning Board to order at 7:55 p.m. in the Board Office.

The Board noted the presence of Mr. Jenkins and expressed their pleasure at his presence. Mr. Tuttle announced that the first item on the Agenda would be consideration of the Planning Board minutes of the Oct. 7 Meeting.

Motion made by Akerman, seconded by Chick that the minutes of the Oct. 7 meeting be accepted as written. Motion adopted unanimously.

The next item on the Agenda for consideration was the proposed Planning Board Budget for 1964. Mr. Tuttle announced that, with the Board's approval, he would take each item as it appeared in the budget and offer it for discussion.

The Board asked the Planning Director if he would care to offer his reasons for the proposed increase in the Planning Director's salary. Mr. Neil did so, mentioning salaries of other Planning Directors in the State of New Hampshire, the work involved and the work proposed.

After some discussion, the Board agreed to recommend the salary as proposed to the City Council.

The Planning Director then stated his reasons for proposing an increase in the salary of the Planning Secretary. The Board agreed to recommend acceptance of this proposal to the City Council.

On the matter of temporary help, the Director explained to the Board that in many instances the Director had been compelled and was compelled to spend his time performing tasks which could just as well be accomplished by a much lower paid staff member. He proposed to the Board that such a situation was not proper from the point of view of the salary which he received.

Motion made by Akerman, seconded by Lapointe that the personal services category in the proposed budget be approved as outlined. Motion adopted unanimously.

The Director then stated his reasons to the Board for the proposals under the heading of outside services. As part of this category, he brought to the Board's attention the three reports presented to the Board that evening and offered them as a sample of the printing work which might be produced at lower cost in the Planning Office.

Motion made by Chick, seconded by Akerman that the outside services category in the proposed budget be approved. Motion adopted unanimously.

Under communications, the Board noted that the telephone expense had risen. The Director explained to the Board that this had been caused by a more efficient, and more expensive system, and by the necessity for more toll calls due to increased activities of the Planning Board Office.

Motion made by Gillis, seconded by Lapointe that the communication category in the proposed budget be approved. Motion adopted unanimously.

The Director then explained his reasons for the figures proposed under supplies.

Motion made by Akerman, seconded by Lapointe that the supplies category in the proposed budget be approved. Motion adopted unanimously.

Mr. Lapointe raised a question on the mileage item and asked the Director if this amount were in addition to the proposed salary for the Planning Director. Mr. Neil informed Mr. Lapointe that the item was in addition and was included to cover those instances where the Director was compelled to use his own car for City business. Mr. Chick informed Mr. Lapointe that this was standard City procedure.

Motion made by Lapointe, seconded by Akerman that the equipment category in the proposed budget be approved. Motion adopted unanimously.

Under capital improvement, the Board noted that the only item proposed was \$200 for a group of chairs for the Planning Board. Mr. Neil pointed out to the Board that with full attendance and the press in the Office, the Board was compelled to use a variety of chairs, including metal folding chairs. He informed the Board that he had made inquiries about suitable chairs and had been informed that they could be provided for a minimum of \$20 per chair. After some discussion during which several members stated their agreement with the need for additional chairs it was decided that the Board should strike this item and leave it for the City Manager's attention as to the problem of provision of chairs for future meetings.

Motion made by Chick, seconded by Lapointe that the amount set aside for conference chairs under the proposed budget be stricken from the budget. Motion adopted unanimously.

The Board then noted that the total proposed Planning Board budget for 1964 now amounted to \$14,760.

Mr. Tuttle and Mr. Chick noted with satisfaction that this total was less than that approved under the 1963 budget.

Motion made by Akerman, seconded by Gillis that the proposed Planning Board Budget in the amount of \$14,760 be approved by the Board and recommended to the City Council for passage. Motion adopted unanimously.

Vice-Chairman Hugh C. Tuttle called on the Planning Director for a report on events since the last meeting. The Director informed the Board that during the past several weeks, he had been notified by the Housing and Home Finance Agency in New York that the resolutions submitted by the City of Dover for its Community Renewal Program must again be modified. The Director informed the Board that at the last session of the City Council, Council Members had approved an amendment to the resolutions submitted by the City Council relative to the Community Renewal Program. It was now necessary for the Planning Board to approve an amendment to the motion

adopted by the Board at the September 23rd Meeting of the Planning Board.

After some explanation of the reasons for these changes, the Board expressed dissatisfaction with the requirements of the New York Housing and Home Finance Agency.

Motion by Chick, seconded by Akerman that the motion adopted by the Planning Board on September 23, 1963 whereby the Planning Board accepted the responsibility for preparing a Community Renewal Program be amended, by deleting the word 'it' in the second line of the motion and substituting the title 'City of Dover'. Motion adopted unanimously.

The Director then informed the Board that he had been informed by Mr. Chick that during Mr. Chick's visit to New York, he had been informed by Mr. Harold Bailin of the Workable Program Section of the Housing and Home Finance Agency that the Dover Workable Program Application would not be approved until the City adopted a housing code.

The Planning Director and Mayor Stuart N. Shaines had called Mr. Bailin in New York to confirm this fact. Upon question by the Planning Director, Mr. Bailin had stated that the former procedure used by the Office in approving workable programs upon the promise of the locality to adopt a housing code at some future date had proven unsatisfactory and the decision had been made to make the requirements more restrictive. He further informed the Director and the Mayor that the Community Renewal Program Application could not be approved until after approval of the Workable Program Application. The Planning Board expressed dissatisfaction with this decision.

Mr. Chick then expressed to the Board his concern with this requirement in light of the fact that a housing code should not be adopted in a community without careful and detailed investigation of its potential effects. He informed the Board that after discussion between the Planning Director and himself, the decision had been reached that the code should be adopted with the provision that it would not be enforced for a period of three years in order that the City might be given a chance to study the potential effects of the code and householders might be given a chance to bring their dwellings into conformity with the provisions of the code.

Unfortunately, Mr. Neil had been informed by Mr. Bailin that such a procedure was unacceptable. It would therefore be necessary for the City to make the code effective within six months from the date of adoption. Mr. Chick stated that it was his feeling that the City should give very serious consideration to a detailed study of the effects of a housing code prior to the adoption of such a code. The Planning Director expressed his agreement of this feeling with some reservations. The Director informed the Board, however, that the Board had no control over the submission of the housing code insofar as it had been prepared for the Mayor's Citizens Advisory Committee and its submission to the Council would be made by the Mayor and not by the Planning Board.

The Director then informed the Board that he had been attending a series of meetings called by the Seacoast Regional Association and designed to promote regional planning in this area of New Hampshire. The Director informed the Board of the results of these meetings. The major result would be a series of seminars to be conducted by the University of New Hampshire on the topic of regional planning.

The Director then thanked the Board for their consideration in so scheduling the October 29 Meeting so that the Director might be able to attend the planning seminars being held at Boston College in Boston. He informed the Board that these seminars had been interesting and valuable.

The Director brought the attention of the Board to the three reports before them, these reports being a proposed zoning ordinance, proposed subdivision regulations and a proposed housing code. These three reports have been prepared and completed by the Board Staff.

After some discussion, the Board set the next meeting for November 7 with the provision that upon the return of the Chairman to the City, the Planning Director and the Chairman would attempt to arrive at an earlier date for the next meeting and that that meeting should be devoted to completion of the proposed zoning ordinance.

Motion made by Lapointe, seconded by Gillis that the meeting be adjourned. Motion adopted unanimously.

The meeting was adjourned at 10:30 p.m.

Respectfully submitted,

Robert W. Lapointe,  
Secretary