

DOVER PLANNING BOARD
MINUTES OF MEETING

HELD: Monday, May 2, 1966
7:00 p.m.
Board Office

ATTENDING: Chairman Robert W. Lapointe, Vice-Chairman Robert T. Sheldon, Secretary Raymond R. Ouellette, Wallace I. Akerman, Albert O. Bernard, Donald E. Chick, Arthur J. DuBois, Hugh C. Tuttle, William B. Chandler.

The Meeting of the Dover Planning Board was called to order at 7:00 p.m. in the Board Office on Monday, May 2, 1966.

Representatives from the Consultant Firm of Metcalf & Eddy, Mr. James Woglom, Mr. Ball and Mr. Johnson were introduced to Board members. Mr. Woglom related to the Board the qualifications and background of his Firm, stating that they have been in business for approximately sixty years, working about thirty-five years in cities and towns in New Hampshire.

Mr. Woglom stated that if his Firm were engaged he would be working in Dover himself with either one of the gentlemen present working with him.

He then displayed for the Board various plans and studies produced by Metcalf & Eddy for other cities.

Mr. Woglom informed the Board that there is much information which Dover should have available for distribution to the general public which is not available at the present time. He stated that he had spoken with Mr. Bonkoski of the Housing and Home Finance Agency in New York and Mr. Bonkoski had informed him that Dover needs a complete updating of the comprehensive plan besides recertification of the Workable Program. He had also spoken with Miss Hancock concerning Dover's needs.

He then submitted to the Board three proposals which the City could follow. He informed Board Members that any of the three would qualify the City for 701 funds and that any of the three would be agreeable to Metcalf & Eddy.

The three proposals were as follows:

- 1) Total Comprehensive Plan Revision for a two to four year period with a resident planner provided by Metcalf & Eddy to update Master Plan and act as resident planner. This would cost the City approximately \$7,000 to \$10,000, annually.
- 2) A combination of a local individual chosen and trained by Metcalf & Eddy to act as Dover's Planning Director.

Metcalf & Eddy would train such a person for a two to three year period therefore providing continuity as the person would stay on after the Firm had finished. The City's share of this proposal would cost approximately \$7,000 for the trainee besides the Board's one-third share of a 701 program and Consultant Fees.

He continued that the Board would pay \$9,000 to \$10,000 for a two-year period, having a combination of salary and consultant fees. It appeared that this would meet both needs for the present planning and getting started on the training of a local man. He stated that some cities have had excellent success with such a plan — others have not. The key to such success would depend upon the individual being trained.

- 3) The Third Proposal would accomplish the 701 plan only. There would be no resident planner and would cost in the vicinity of \$8,000 to \$12,000.

After a brief discussion of the three proposals it was the general agreement of Board Members that the Second Proposal seemed the most desirable for the City.

Mr. Woglom was asked to explain the process which would be used to hire and train a local person. Mr. Woglom explained that the City would choose such a person but that the Firm would have to be in agreement with their choice. He stated that Metcalf & Eddy would spend two or three months working closely with him, laying out work in written form and showing him what to work with and what criteria to use.

Mr. Woglom informed the Board that Metcalf & Eddy had spent much time studying the City's problems and needs and expressed the opinion that Dover has much to do both in urban renewal and in general planning. He cited the possible danger of employing two different firms to work with the City. He continued that if Metcalf & Eddy was engaged they would immediately commence with the Workable Program Recertification, which would be completed within a month.

Mr. Woglom then introduced Mr. Ball and Mr. Johnson to the Board, each giving a resume of themselves verbally.

There being no further questions by the Board the representatives of Metcalf & Eddy left at 8:10 p.m.

Following the Meeting with the Firm of Metcalf & Eddy, the Representatives of Edwards & Kelcey, Mr. Nick Greer and Mr. Gordon Kirjassoff met with the Board.

Mr. Greer proceeded informing the Board of the Firm's experience and capabilities and displaying various drawings and studies made by the Firm. He summarized work the Firm had accomplished in cities similar to Dover. He stated that the Firm is familiar with New Hampshire and is now working in Wolfboro and Littleton.

Mr. Greer then distributed to Board Members a written proposed program made up by Edwards & Kelcey for a three year period. He informed the Board that he had contacted HHFA and Miss Hancock to discuss the needs of Dover and the approach to use. Mr. Greer read through the proposal and asked the Board if there were any questions.

Upon question by Mr. Chick, Mr. Green informed the Board that before a program was begun the Firm would have to make a study of Dover. He approximated that this would cost in the vicinity of \$3,000 and would take about a month.

A discussion followed as to the Firm's proposal.

There being no further questions, the Representatives of Edwards & Kelcey left the Office at 9:00 p.m.

A roll call was then taken by the Secretary.

Motion by DuBois, seconded by Akerman, the Board unanimously accepted the minutes of the previous meeting as amended.

Chairman Lapointe then read to the Board a letter from Mr. John Galt accepting summer employment with the Board. It was suggested that a separate file be maintained in order that the Board may make note of Mr. Galt's accomplishments. The Board discussed work to be done by Mr. Galt and agreed that a special meeting of the Board should be held to outline work for him.

It was generally agreed by the Board that Metcalf & Eddy be engaged under the Second Proposal with details worked out.

Mr. Chick stated that now the Board must contact Miss Hancock informing her of their decision to hire Metcalf & Eddy and telling her of the Proposal No. 2 which was favored by Board Members. The Board also decided to contact Metcalf & Eddy and ask them to get in touch with Miss Hancock to work out the details of a rough draft proposal for a 701 planning grant.

A discussion then followed with respect to the proposed industrial zoning. The Subcommittee informed the Board that they had made a visit to Industrial Park with Mr. Chase, Economic Director. A lengthy discussion followed and it was agreed on motion by Chick, seconded by Ouellette, that the recommendations of the Subcommittee be placed on a map to be discussed with property owners. The general procedure to be followed was discussed.

It was agreed by the Board that Mr. Chandler draw up a map indicating the Board's proposal. Mr. Futtle suggested that such a map could be available to the Public in the Planning Board Office.

The Subcommittee decided to meet again on Thursday Evening with Mr. Chandler.

Under new business the matter of a vacancy on the Board caused by Mr. Bardwell's departure from the City was discussed. It was noted that the Board required an administrative head of City Government for such a vacancy. The possibility of Mr. Charles Prescott, Water Superintendent was considered.

Motion by Futtle, seconded by Ouellette the Meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Raymond R. Ouellette, Secretary

ADDITION MADE: Paragraph 4

The Board then entered into a lengthy discussion concerning the various areas proposed to be rezoned by the Economic Commission and reviewed the Commission's recommendations.

Mr. Chick stated that maybe a public hearing would be in order soon at which time owners of properties in question could be heard. He stated that the owners would first be notified of the proposals and also that such proposals would be published in local newspapers.

The Board generally agreed that property owners should be individually notified as to the particular proposals and that they be able to meet at a public meeting with the Economic Commission and Planning Board to state their views.

* A Subcommittee was formed consisting of Mr. Ouellette, Mr. DuBois and Mr. Akerman to view the sites concerned and report back to the Board at its next meeting.

Chairman Lapointe then informed Board Members that Mr. Sheldon had got in touch with him and expressed his regrets for not being able to attend the meeting but added that he hoped to attend meetings again in May.

Motion by DuBois, seconded by Akerman, that the Meeting be adjourned. The Meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Raymond R. Ouellette,
Secretary.

RRO:c

5-2-66.

(Thurs. 4:30 PM) mtg w/subcomm.

- * Original map in hands of Economic Comm. This shows utilities, water, sewer, gas.
- Prepare map w/overlays, for public mtg. but have it available one week prior for inspection.

Have Map for Special Mtg, on 5-16-66