

DOVER PLANNING BOARD
MINUTES OF MEETING

HELD: Monday, September 16, 1963
7:00 p.m.
Board Office

ATTENDING: Chairman Arthur J. DuBois, Vice-Chairman Hugh C. Tuttle, Secretary Robert W. Lapointe, Donald E. Chick, Robert N. Gillis, E. Vincent McDonald, Eugene S. Meserve.

ALSO ATTENDING: Planning Director Henry Neil, Director of Public Works Raymond H. Bardwell.

Chairman Arthur J. DuBois called the meeting of the Planning Board to order at 7:10 p.m. on Monday, September 16, 1963 in the Board Office.

Chairman DuBois announced that the Planning Director wished to report on several items not listed on the Agenda. He therefore suggested that these items be taken first.

The Planning Director reported that as of August 31, 1963, the Planning Office had used only 44% of the year's budget. He pointed out that if this pattern continued, there would be no problem in setting aside the \$2900 allocated from the Planning Board's 1963 Budget for the Community Renewal Program. The Director then reported on the Green Acres Conference held by the Seacoast Regional Association. He informed the Board that the State Planning Director had indicated that the Project's staff would consult with the City of Dover during their survey.

He then informed the Board that the Planning Office had prepared a short memorandum covering basic data on population and land use in Dover in addition to a listing and short evaluation of existing recreational facilities in the City. This memorandum had been prepared for the use of recreational planning consultants being interviewed by the recreation commission.

The Chairman then announced that the first item to be discussed would be the communication on the Knox Park Subdivision. Chairman DuBois asked the Planning Director for an outline of this communication. Mr. Neil informed the Board that Dr. Lavine, the owner of this Subdivision, had informed him that while he, Dr. Lavine, had been in the hospital, his lawyer had sold a piece of property which did not conform to the approved plat in that 3.47 feet had been taken from one lot and had been added to another. Dr. Lavine had supplied the Board with a corrected plat and asked them what action they would like to take. After some discussion, the Planning Director was directed to check with the Registry of Deeds in order to ascertain exactly what portion of this Subdivision had received approval.

The Director then informed the Board that after considering the qualifications and availability of all candidates for the position of Assistant Planner, he wished to recommend that Mr. Robert J. LaPointe of Dover be hired to work on the Community Renewal Program at an annual salary of \$5500 to be paid from Program Funds. Several members questioned the salary and indicated they felt it to be high. Mr. Neil pointed out that the position would last only eighteen months and that this fact had required higher than normal salaries. Mr. McDonald asked if the Assistant would have a contract with the Board. Mr. Neil answered that he would not and in answer to question reminded the Board that a contract was binding upon both parties. He pointed out that although this left the Assistant free to leave at any time, it also left the Board free to release him should his work prove

unsatisfactory.

It was decided that Mr. LaPointe should be interviewed upon notification of the Board that the Community Renewal Program Grant had been approved.

Chairman DuBois then announced that the next item on the Agenda to be considered would be the proposed Subdivision Regulations. Mr. Chick informed the Board that he felt that neither the existing nor the proposed Subdivision Regulations gave prospective residents of these subdivisions that degree of security which he felt they should have. He stated that he felt that some means should be devised so that the purchaser would be assured of proper facilities and City services despite any problems between the subdivider and the City. Some discussion on this point ensued as to the ways in which this situation could be created and enforced. Mr. Chick then asked the Board if they did not feel that where the proposed regulations called for approval of the State Department of Health, the City Health Inspector should be used. Mr. Meserve stated that the State Department had always rendered those services to the Dover Planning Board. Some discussion ensued on this point.

Motion made by Chick, seconded by Meserve, that the Planning Director contact the State Department of Public Health and ask whether they would be willing to perform those services listed in the Subdivision Regulations for the City of Dover. Motion adopted unanimously.

Mr. Chick then asked the Board if they did not feel that the street, sewer and water specifications mentioned in the regulations should be included as a part of the regulations. He stated that he felt it should not be a matter left completely to the discretion of the Director of Public Works.

Motion made by Meserve, seconded by Tuttle, that the Director of Public Works and the Water Superintendent be requested to prepare general specifications for street, sewer and water installations to be included in the Subdivision Regulations after approval by the Planning Board. Motion adopted unanimously.

Some discussion ensued as to the possibility of establishing a limiting date for the performance of any work included in a bond required by the Board. After discussion of the possibility of setting a time period from the approval of the subdivision, a time to be dependent upon a certain percentage of the work having been done, or a time to be agreed upon by negotiating between the subdivider and the Planning Board, it was decided that the latter course of action should be followed. Mr. Chick then stated to the Board that he felt that the final subdivision application plat should be drawn in ink upon cloth and that a copy of this plat should be maintained in the Planning Office, a copy on file with the City Clerk and a copy in the Registry of Deeds. Some discussion on this point ensued. The Planning Director was then questioned as to whether the Planning Board records were being maintained in such a condition that his successor would be able to use them properly. The Planning Director answered that the records, as maintained by the Planning Department at this time were complete and arranged in such order that they could be used by anyone. He further showed the Board a system which had been devised whereby all records prepared by the Dover Planning Board were bound into one book. The Board expressed satisfaction with this answer and with this system.

Motion made by Meserve, seconded by Lapointe that the meeting be adjourned. Motion adopted unanimously. The meeting was adjourned at 10:05 p.m.

Respectfully submitted,
Robert W. Lapointe
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