



CITY OF DOVER

Dover Business and Industrial Development Authority – Draft Public Minutes

Meeting Type: Regular Meeting
Meeting Location: City Hall, 2nd Floor Conference Room
Meeting Date: August 6, 2020
Meeting Time: 4:00 pm

Present: Scott Johnson (Chair), Todd Sigmon (Vice-Chair), Maurice Olivier (Secretary), Sam Haddadin, Doug DeDe, Karen Weston, Steve Wyrsh, Matt Sylvia

Absent: (Excused/Unexcused): Sean O’Connell (Unexcused), Periklis Karoutas (Unexcused), Tim Dargan (Excused), Guy Eaton (Excused)

Ex Officio Members Present: Dan Barufaldi; Economic Development Director; Bob Carrier, Mayor;

Ex Officio Members Absent: J. Michael Joyal, City Manager

1. **CALL TO ORDER**

The Chair called the meeting to order at 4:00 pm

The Chair called for a roll call attendance. A quorum was present

2. **APPROVAL OF MINUTES:**

Review and approval of the July 2, 2020 draft meeting minutes.

Motion: D. DeDe made a motion to approve the July 2, 2020 draft meeting minutes. Seconded by K Weston. Vote: Unanimous approval

3. **NON-PUBLIC SESSION:**

David Choate-Colliers International Report.

Enter non-public session pursuant to: RSA 91-A:3 II (c), RSA 91-A:3 II (d), RSA 91-A: 3 II (j)

Motion: S. Haddadin made motion to enter non-public session. Seconded by M. Olivier. Roll call vote U/A

4. **RETURN TO PUBLIC SESSION:**

The Chair requested a motion to return to public session: S Haddadin made motion, seconded by K. Weston. Vote: U/A

The Chair requested a motion to seal the non-public meeting minutes pursuant to: **RSA 91-A:3,III**

Motion: K Weston made motion, seconded by S. Haddadin. Vote: U/A. Meeting minutes sealed.

5. **BOARD MEMBER REPORTS:**

• **Rezoning Coalition: S.Johnson, S.O’Connell**

Planning Board met in July and approved DBIDA recommended zoning modifications, effectively rezoning some residential space to commercial use. Will be an increase of 1-2% in Commercial space for Dover. Work has helped create other ‘Gateways’ to the City.



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• **Age-Friendly Project: M.Olivier**

Assessment phase of the project is complete and M. Olivier has been invited to present to City Council this month. Work encompasses the results of 51 1:1 surveys with City executives/leaders. Project provides a graphical outline of areas needing action plan to address deficiencies in diversity and access to demographic groups.

• **City Liaison & CWDAC: R.Carrier**

Mayor Carrier updated.

No report on CWDAC

City report:

- Civic interest in establishing a homeless shelter. Funding available from government resources. Trying to identify land/facility in the northern section of Dover, proximate to Somersworth and Rochester to serve tri-city area.
- City Council working on ways to address racial equity.
- Mask resolution up for discussion at next Council meeting
- Storm water management ad hoc committee being formed
- Tolend landfill having on-going monitoring needs for water table.

• **Healthcare Project: M.Olivier, T.Sigmon, S.Wyrsch**

No report; discussion held by group to evaluate different subcommittees to ensure each group has opportunity to deliver productive results for the Board.

• **Downtown Merchants: K.Weston, S.Haddadin, D.DeDe**

- Restaurant businesses drive downtown activity. Dover has ~72 restaurants that bring people to the downtown for shopping and entertainment. There is strong support from DBIDA Board to encourage continued support for outdoor dining opportunities even beyond Covid situation. Group feels it brings vibrancy to the city.
- Discuss various programs that have provided support for local businesses. D. Barufaldi has spent many hours answering questions and directing people to these resources.
- K. Weston seeking support from Editorial Board to help promote downtown businesses.
- M. Sylvia mentioned 2nd round of PPP fund may come out soon. Part of the CARES Act.

• **BizEd Connect: T.Sigmon, S.Johnson**

With announcement that Dover High School CTC program will have in-school classes this fall, T. Sigmon to reach out to Director about reengaging efforts to create internships with area businesses.



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- **UNH Liaison: G.Eaton, D.Barufaldi**

Dan working with UNH extension to provide some small business and farm assistance

- **State of N.H. Liaison: P.Karoutas**

No report

- **CIP (Infrastructure): M.Sylvia, P.Karoutas**

No report

- **400 Committee: K.Weston**

Fundraising proving tough during trying financial times. Effort being made to reach out to area businesses to generate some excitement and raise awareness of Dover 400.

6. **FINANCIAL REPORT:**

Recent period showed Economic Development came in \$16k under budget. Concerns expressed over Covid impacted revenues from hospitality tax.

DBIDA Board supported a communication from Chair supporting re-hiring of Economic Development support position.

7. **MANAGER'S REPORT**

Dan provided his report.

- Dover has been selected as Realty-Friendly Community. Dover median household costs are only 19.2% of median family income
- Effort being made to highlight Dover trail-side businesses. This will feature area businesses that cater to hiking community
- Working with a professional marketing consultant to help local businesses develop on-line sales programs at no/low cost
- Airtime slots with WXGR ending, but starting up spots with I-Heart Media radio to promote Dover businesses. Shop local
- CGI is a company that has offered to help area businesses create graphics to support on-line sales

8. **BOARD MEMBER COMMENTS/QUESTIONS**

Board asked and T Sigmon gave short summary of hospital experience during Covid..
Doug Dede raised the question of economic vs. medical impact of the Covid-19 pandemic.
Discussion ensued on the topic.



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9. **ADJOURN:**

Motion: K. Weston made motion to adjourn, seconded by S. Haddadin. Vote: U/A