



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Conference Room
Meeting Date: April 1, 2021
Meeting Time: 4:00 PM

PRESENT: Scott Johnson (Chair), Todd Sigmon (Vice-Chair), Maurice Olivier (Secretary), Tim Dargan, Doug DeDe, Steven Wyrsch, Karen Weston, Guy Eaton, Sean O'Connell, Sam Haddadin (Remote), Periklis Karoutas (Remote), Matt Sylvia (Remote)

EX OFFICIO MEMBERS PRESENT: Dan Barufaldi, Economic Development Director; Bob Carrier, Mayor; J. Michael Joyal, City Manager

EX OFFICIO MEMBERS ABSENT: Daniel Lynch, Finance Director

David Choate, Colliers International, was present for roll call attendance, reading of the minutes from the previous meeting and a portion of the non-public session.

Chair S. Johnson called the meeting to order at 4:01 PM. He noted that certain members of the DBIDA Board are participating in this meeting remotely, and as the Chair of the DBIDA Board, he has, per NH RSA 91- A:2, III (b), declared an "emergency" within the meaning of that statute and waive the requirement that a quorum be physically present at the meeting. Remote members will identify their location and any person present with them at that location. The City of Dover has taken extra steps to ensure the physical location of this meeting conforms with all safety provisions during the pandemic, including social distancing, face coverings, and frequently sanitized facilities. Although qualified members of the public can participate in the meeting by speaking at the physical location, the public is encouraged to leave comments in advance by emailing: DoverBusinessandIndustrialDevelopmentAuthority-All@dover.nh.gov, or mailing written comments to the DBIDA Board, Dover City Hall, 288 Central Ave., Dover, NH 03820. Messages must be received no later than 1 p.m. the day of the meeting and should identify the name and Dover address of the person leaving the message, or providing the comment.

1. REVIEW AND APPROVAL OF THE MARCH 4, 2021 DRAFT MEETING MINUTES

MOTION: K. Weston made a motion to approve the March 4, 2021 draft meeting Minutes. Seconded by T. Sigmon. Vote: U/A.

2. NON-PUBLIC SESSION

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: T. Sigmon made a motion to enter non-public session. Seconded by G. Eaton. Roll call vote: U/A.

3. PUBLIC SESSION

The Chair requested a motion to seal the non-public session meeting minutes pursuant to:
RSA 91-A: 3, III Two-Thirds majority needed to pass.

MOTION: T. Dargan made a motion to seal the non-public meeting minutes. Seconded by G. Eaton. Roll call vote: U/A.



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Enterprise Park real estate services accepted by David Choate.

The City has accepted the proposal by D.Choate to provide real estate services for Enterprise Park.

Strategic Intentions update: M.Olivier

M.Oliver discussed meeting with S.Wyrsh, Mayor R.Carrier, and D.DeDe to update the Strategic Intentions document. The sub-group will reconvene to continue working on updates.

Healthy Aging Communities Action Plan update: M.Olivier

The Age-Friendly sub-group will be focusing on creating an action plan to implement into the project.

Business Rescue Plan update: D.Barufaldi

D.Barufaldi discussed various financial relief measures that have been communicated to Dover business owners.

Downtown Merchants update: R.Amy

R.Amy gave an update of the downtown merchants.

Business Health Report post COVID-19 peak: D.Barufaldi

D.Barufaldi discussed the economic variations associated with the pandemic.

COVID-19 Status: T.Sigmon

T.Sigmon reported the current COVID-19 statistics to the group.

4. FINANCIAL REPORT: March 31, 2021 Month-End Report/Report vs. Budget

D.Barufaldi went over the Financial Report that was distributed.

MOTION: T.Sigmon made a motion to accept the March 31, 2021 Financial Report. Seconded by K.Weston. Vote: U/A.

5. CWDAC/WATERFRONT REPORT

There was no meeting CWDAC meeting to report on.

6. MANAGER'S REPORT: Economic Development Section: March 2021.

The manager's report is located in the packet for review.



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7. BOARD ATTENDANCE REPORT

The Chair discussed Board attendance.

8. BOARD MEMBER COMMENTS/QUESTIONS

No comments were made.

9. NON-PUBLIC SESSION

Enter non-public session pursuant to: **RSA 91-A:3, II(a)**
Director's Performance Evaluation

MOTION: K.Weston made a motion to enter non-public session. Seconded by G.Eaton. Roll call vote: U/A.

D.Barufaldi and R.Amy left the room at 5:18 PM.

Board Members evaluated the Director's job performance.

D.Barufaldi and R.Amy re-entered the room at 5:34 PM.

10. PUBLIC SESSION

The Chair requested a motion to seal the non-public session meeting minutes pursuant to:
RSA 91-A: 3, III Two-Thirds majority needed to pass.

MOTION: D.DeDe made a motion to seal the non-public meeting minutes. Seconded by K.Weston. Roll call vote: U/A.

M.Joyal discussed the "No Hate in Dover" campaign, and the signs that are available to the public.

11. ADJOURN

MOTION: K.Weston made a motion to adjourn at 5:43 PM. Seconded by T.Dargan. Vote: U/A.