



**CITY OF DOVER**

## DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

**Meeting Type:** Regular Meeting  
**Meeting Location:** City Hall, First Floor Conference Room  
**Meeting Date:** December 2, 2021  
**Meeting Time:** 4:00 PM

**Present:** Scott Johnson (Chair), Todd Sigmon (Vice-Chair), Maurice Olivier (Secretary), Tim Dargan, Sam Haddadin, Sean O'Connell, Karen Weston, Jeff Roemer, Anne Nichols

**Absent:** Periklis Karoutas (Unexcused), Guy Eaton (Unexcused)

**Ex Officio Members Present:** Dan Barufaldi, Economic Development Director; Reid Amy, Deputy Director of Economic Development, Bob Carrier, Mayor; J. Michael Joyal, City Manager; Dan Lynch, Finance Director

**Guest:** Joshua Wyatt, City Attorney

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.

### 1. The Chair called the meeting to order at 4:00 PM.

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

### 2. Review and Approval of the November 4, 2021 draft Meeting Minutes.

**Motion:** S.Haddadin made a motion to approve the November 4, 2021 draft meeting Minutes. Seconded by K.Weston. Vote: U/A.

### 3. 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:** K.Weston made a motion to enter non-public session. Seconded by T.Dargan. Roll call vote: U/A.

### 4. Return to Public Session:

The Chair requested a motion to seal the non-public session meeting minutes pursuant to:

**RSA 91-A: 3, III**

**Motion:** T.Dargan made a motion to seal the non-public meeting minutes. Seconded by M.Olivier. Vote: U/A.

### 5. Public Session:

#### • Greater Seacoast Housing Summit: Harmony Homes: D.Barufaldi

D.Barufaldi gave an update of the Harmony Homes Project. The project includes 44 small housing units, of which 35 will be priced at the HUD fair housing rental price.



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- **Presentation to City Council: S.Johnson**

S.Johnson gave an update of the presentation he gave to the City Council asking them to consider supplying funds to acquire land for commercial development.

- **BEA Seacoast Ed Biweekly Meeting Update: D.Barufaldi**

D.Barufaldi gave an update of his biweekly meeting with the BEA. The state will be going forward with a regional approach to encourage economic vibrancy in NH.

- **Seacoast ED/SRPC Weekly Meeting Update: D.Barufaldi**

The group is comprised of various Economic Stakeholders, working together to create a strong Seacoast economy and applying for a large EDA grant.

- **Downeaster Station Ops Meeting: D.Barufaldi**

The Downeaster is beginning to see an increase in ridership since being impacted by Covid. Dover's ridership is coming back strong.

Discussion ensued regarding COAST bus service and the impact of Covid on the volume of passengers.

Josh Wyatt entered the meeting at 4:50 pm.

- **Downtown Merchants' Report: R.Amy**

R.Amy gave an update of the downtown merchants and upcoming holiday events.

- **SAAC Marketing Meeting with Rochester and Somersworth: D.Barufaldi**

Joint marketing efforts will be reduced due to unsuccessful attempts to reinvigorate the airport.

- **SRPC Dover Brownfields Grant Meeting with J.Burdin and C.Parker: D.Barufaldi**

A consulting contract has been approved for a Grant application for Brownfield sites in Dover. The project is currently in Phase I.

### 5. Financial Report: November 30, 2021 Month-End Report/Report vs. Budget

D.Barufaldi went over the financial report that was distributed and there were no anomalies.

**Motion:** T.Sigmon made a motion to accept the November 30, 2021 Financial Report. Seconded by K.Weston. Vote: U/A.

### 6. Manager's Report: Economic Development Section: November 2021.

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



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### 7. Board Member Comments/Questions:

Board members discussed the possibility of a capital reserve account for the acquisition of land for commercial development.

### 8. ADJOURN:

**Motion:** T.Dargan made a motion to adjourn at 5:15 PM. Seconded by K.Weston. Vote: U/A.