COCHECHO WATERFRONT DEVELOPMENT ADVISORY COMMITTEE – MINUTES

CITY OF DOVER

Meeting Type:	**Regular Meeting**
Meeting Location:	**McConnell Center, Room 305, 61 Locust Street, Dover, NH**
Meeting Date:	**Tuesday, March 15, 2022**
Meeting Time:	**5:30 PM**

MEMBERS PRESENT: Dana Lynch (Chair), Dane Drasher, Jack Mettee, Matt Cox, Liz Goldman, Norm Fracassa (Vice Chair), Kim Schuman, Sean Fitzgerald
EX-OFFICIO: Ryan Crosby (DHA Executive Director), Robert Carrier (Mayor), Michael Joyal (City Manager)
STAFF: Steve Bird – Project Manager, Gary Bannon- Recreation Director
OTHERS: Jane Hamor, Cliff Blake, D'Artagnan Stein, others

1. **Call to Order and Roll Call at 5:30 pm**
2. **Election of Officers (Chair and Vice Chair) for 2022**

Motion: Mettee moved to nominate Lynch for Chair and Fracassa for Vice Chair. Goldman seconded. Vote: U/A

Lynch noted several reappointments were made by DHA for another 3-year term: Perry, Goldman, Mettee and Lynch.

3. **Approval of Minutes from** October 19, 2021

Motion: Cox moved to approve the minutes of October 19, 2021. Fitzgerald seconded. Vote: U/A

4. **Citizen's Forum:** None
5. **Changes to the Agenda:** None
6. **Correspondence:** None
7. **Old Business:** None
8. **New Business**

A. Dover Arts Commission Presentation on Waterfront Development Strategic Plan for Art and Request for Endorsement from CWDAC

Cliff Blake from the Arts Commission gave a presentation for the committee that included:

- Goals
- Locations for the public art
- Priorities and Phases – when to incorporate the art into the construction phases
- Economic impacts of arts and culture
- Community Feedback on public art
- Grants and funding opportunities

The Arts Commission would like the endorsement of the CWDAC so the two entities can work in tandem and bring the plans together to the City Council and Planning Board.

Jane Hamor answered questions of committee members and listened to ideas and comments.

The Arts Commission needs from the committee:

- A timeline
  - Bird noted he can come to an Arts Commission meeting to present the construction timeline
- Prioritize the order of areas to focus on
  - Create a plan- they don't all have to be done at once, can outline a timeline for future projects
  - Use materials and pieces that are going to be purchased anyway and present them in an interesting way
- Funding- where is the money coming from? Which grants/ other groups to partner with?

Motion: Goldman moved to endorse the Arts Commission's strategic plan for the waterfront public art. Schuman seconded. Vote: U/A

The contact for communications between the Arts Commission and CWDAC should be the Park subcommittee.

B. Update from Park Sub-committee Meeting Held on December 1, 2021
Fracassa gave an update on the recent meetings with the paddle sports groups. They have been asked to facilitate conversation related to:

- Access to the dock area during construction will be addressed once a construction schedule is established
    - Wayfinding signs
    - Parking
    - Security fencing from the construction area
- A temporary location once the metal building is removed if a permanent location is not yet established
    - On the perimeter of the site with a temporary structure should be able to work
- Identifying some permanent location options for the groups to operate. This sub-committee will not make decisions for these groups, but helped ask and answer questions. Some options the group discussed include:
    - Ground floor of Building F: The groups could purchase this area and fit it out as needed
    - Space within the park pavilion: 3000-5000 sq ft is needed. The pavilion is designed as 2100 sq ft total so this option as designed would not work well.
    - A new stand-alone building on private or public property

The sub-committee met three times in the fall and are in a good place to let the groups meet on their own and make their own decisions. They will notify if/ when they want to meet again or have questions.

C. Update on Technical Review Committee Meeting Scheduled for March 10, 2022
Bird presented the minutes of the meeting to members. The purpose was to hear the plans of the private side of the development. The technical aspects of the site plan are reviewed and discussed. Since there were quite a few comments at the second meeting, there will be a third meeting on April 21st with plans to go to the Planning Board in May potentially on the 24th. The City will also present the public improvements application at the same Planning Board meeting.

Lynch noted that these meetings are being monitored by members of CWDAC and this committee will need to meet and endorse the proposal at some point between the 3rd TRC meeting and the Planning Board meeting.

D. Report on Request for Qualifications (RFQ) for Waterfront Contractors and Construction Schedule

Bird noted that originally the RFQ included both the waterfront project and the Henry Law Avenue reconstruction project and the deadline was March 15th. Since then, the purchasing agent and Community Services decided to remove the Henry Law portion since the timeline is so different from the waterfront project. The deadline has also been extended to March 23rd. This portion of the process will prequalify the construction companies for doing the work. The bidding process where quotes come into play will follow.

E. Report on Status of Environmental Permitting
a. Wetlands Permit
Bird noted there was a meeting with DES wetlands staff in February. The comments are being worked on now. There has to be a public hearing that can hopefully be in April. The NH Governor and Council have to give final approval.
b. Alteration of Terrain Permit
Bird noted the AOT permit was received by email today.
c. Remedial Action Plan
Bird noted GZA is in communication with DES staff who is reviewing the plan. Hoping for a decision in a few weeks.

9. Committee Member Comments: None

10. Adjournment
Motion: Mettee moved to adjourn the meeting at 6:38 pm. Goldman seconded. Vote: U/A