



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Conference Room
Meeting Date: December 6, 2022
Meeting Time: 4:30 PM

Present: Scott Johnson (Chair), Todd Sigmon (Vice-Chair), Maurice Olivier (Secretary), Karen Weston, Guy Eaton, Jeff Roemer, Sam Haddadin

Absent: Sean O'Connell (Excused), Tim Dargan (Excused), Anne Nichols (Excused)

Ex Officio Members Present: Christopher Parker, Deputy City Manager; Reid Amy, Business Development Specialist; Bob Carrier, Mayor

Ex Officio Members Not Present: Dan Lynch, Finance Director; J. Michael Joyal, City Manager

1. CALL TO ORDER

The Chair called the meeting to order.

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

2. APPROVAL OF MINUTES

Motion: K.Weston made a motion to approve the October 4, 2022 meeting minutes. Seconded by G.Eaton. Vote: U/A

3. APPOINTMENT OF SKYHAVEN AIRPORT BOARD POSITION

DBIDA is required to have a representative on the Skyhaven Board. M.Olivier offered to be the representative for DBIDA.

4. APPROVAL OF MEZZANINE'S P&S TRANSITION FROM MAP D LOT 11-7 TO MAP D LOT 14

The Board decided to table this discussion.

5. STAFF REPORT/UPDATES

a. INTRODUCTION OF UNH INTERN, HOLLY MAGOWAN

H.Magowan was introduced to the DBIDA Board. Discussion ensued regarding the Business Visitation Program she is working on. She will be working with the Office of Business Development until the end of the year.

b. UPDATE ON BUSINESS DEVELOPMENT COORDINATOR POSITION

Interviews are being conducted to fill the Business Development Coordinator position. Discussion continued regarding duties related to the position.



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c. VYGON UPDATE

No report was given.

d. DISCUSSION RE UPCOMING ELECTION OF OFFICERS

The Chair reminded the Board about the upcoming election of officers.

e. DISCUSSION RE VACANT DBIDA BOARD POSITIONS

The Board discussed characteristics needed to be a DBIDA Board member. Staff is looking for feedback from the Board.

f. 2023 LAND USE MEET AND GREET

The Land Use Meet and Greet will be held on January 10, 2023.

6. BOARD MEMBER COMMENTS/QUESTIONS

The Board thanked T.Sigmon for his contribution to the DBIDA Board and accepted his resignation.

7. ADJOURN

Motion: T.Sigmon made a motion to adjourn. Seconded by S.Haddadin. Vote: U/A.