

CITY OF DOVER

COACHECHO WATERFRONT DEVELOPMENT ADVISORY COMMITTEE – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 305, 61 Locust Street, Dover, NH**
Meeting Date: **Tuesday, February 21, 2023**
Meeting Time: **5:30 PM**

MEMBERS PRESENT: Norm Fracassa (Chair), Sean Fitzgerald (Vice Chair), Dana Lynch, Steve Brown, Dane Drasher, Kyle Pimental, Otis Perry

MEMBERS NOT PRESENT (Excused): Dennis Ciotti, Matt Cox, Liz Goldman, Kim Schuman, Jack Mettee

EX-OFFICIO: None

STAFF: Steve Bird – Project Manager, Gary Bannon- Recreation Director

OTHERS: Adam Gilsford, Cliff Blake

1. Call to Order and Roll Call at 5:30 pm

2. Approval of Minutes from November 15, 2022

Motion: Drasher moved to approve the minutes of November 15, 2022. Lynch seconded. Vote: U/A with Perry and Fitzgerald abstaining

3. Citizen's Forum: None

4. Changes to the Agenda: None

5. Correspondence: Committee Member Dana Lynch sent a letter in November stating he resigned as Chair of the Committee, but is staying on as a member.

6. Old Business: None

7. New Business

A. Election of New Chair and Potentially Vice Chair

Motion: Perry moved to Nominate Fracassa to be the Chair. Drasher seconded. Vote: U/A

Motion: Lynch moved to Nominate Fitzgerald to be the Vice Chair. Perry seconded. Vote: U/A

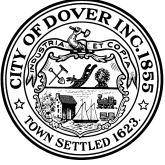
Fracassa thanked Lynch for all of his work and leadership bringing the project to this point.

B. Report from Park Sub-committee on Crew Club Recommendation

Fracassa chairs this subcommittee and updated the committee. Last week there was a meeting with CJ Architects, who has been awarded the bid to design the waterfront community pavilion building. Carla Goodknight and her staff were there along with the subcommittee to meet and greet and begin discussions on design based on feedback from City staff, CWDAC, and public. Other folks present were members of City staff, the Arts Commission and Great Bay Rowing.

The next meeting will take place on March 1st at 5pm.

Brown encouraged to continue to gain public input during the process. Lynch noted there was a public survey done around 2018- were the architects given those surveys and sketches? Bird noted they were given out at the pre-bid meeting, but he can confirm and/or resend.



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C. Report on Bid Process for Public Improvement Contractors

Bird updated the committee on this item. Four bidders were prequalified and the City provided them with the bid plans and specifications. No bids were received by the City for the original bid in October. The City engineer talked to each to find out why they did not submit bids and provided a summary to the staff.

Common themes/reasons not to bid:

- March 15th deadline for river work not realistic (imposed by environmental permits)
- Trouble getting cost estimates from sub-contractors (too busy to put in bids at that time)
- Companies are too busy to start within the timeline proposed (have other projects underway)

The City has spent a couple of months revising the bid plans and specifications and obtained a new Army Corps of Engineers permit that eliminates the March 15 date though there are still time-of-year restrictions. This allows the construction schedule to start at the upland portion and then move down to the river.

The rebid was issued on January 25, a pre-bid meeting was held on February 2 and all four bidders were there. The deadline to submit bids is March 9, which was extended a week at the request of the bidders.

D. Other Updates

Bird noted:

- On January 11, 2023, the City Council approved the award off bid to CJ Architects and a change order for the contractors and sub-contractor companies working on this project.
- Applied for land and water conservation fund grant to help pay for the park building. Grant application has moved to the next phase of review. If it's determined our application meets the criteria, we should receive \$500,000 towards building the structure.
- Federal infrastructure bill passed and \$800,000 can be used on shoreline and drainage work on the waterfront.
- Some changes were made to the drainage design on the site plan between the first and second bid. Therefore we have to apply for an amended alteration of terrain permit. It's a pretty simple process and has a \$500 fee.

8. Committee Member Comments:

- Fracassa asked Bird to look into committee member terms of service. Four members are up in March. Once Bird has heard from them all he will forward on to the Mayor and DHA Executive Director for reappointing as requested.
- Pimental asked for more information about the bidding and selection process which Bird provided noting it is a City process- this committee won't be making the final decision on which company is selected.

9. Adjournment

Motion: Perry moved to adjourn at 6:09 pm. Lynch seconded. Vote: U/A