DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

CITY OF DOVER

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Conference Room
Meeting Date: January 10, 2023
Meeting Time: 4:30 PM

Present: Scott Johnson (Chair), Maurice Olivier (Secretary), Guy Eaton, Jeff Roemer, Sam Haddadin, Tim Dargan, Anne Nichols

Absent: Sean O'Connell (Excused), Karen Weston (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: S.Haddadin made a motion to approve the December 6, 2022 meeting minutes. Seconded by A.Nichols . Vote: U/A

3. ELECTION OF OFFICERS: VOTE

Motion: T.Dargan made a motion to nominate S.Johnson as Chair. S.Johnson accepted the nomination. The motion was seconded by G.Eaton. There were no other nominations for Chair. Vote U/A

Motion: S.Johnson made a motion to nominate T.Dargan as Vice-Chair. T.Dargan accepted the nomination. The motion was seconded by A.Nichols. There were no other nominations for Vice-Chair. Vote U/A

The appointment of Secretary was tabled until the February meeting.

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

M.Olivier entered the meeting at 4:25 PM.

Board members discussed the parcel transition for Mezzanine Catering. It was decided to table the discussion until the February meeting.

Motion: T.Dargan made a motion to table the discussion re Mezzanine Catering's P&S transition from Map D Lot 11-7 to Map D Lot 14, until the next Board meeting. Seconded by S.Haddadin. Vote U/A

Board Members decided to revisit the nominations after Agenda item #5.

5. STAFF REPORT/UPDATES

a. BUSINESS VISITATION PROGRAM UPDATE

R.Amy gave an update on the Business Visitation Program. Board Members will be sent an invitation to the platform on January 13th. Board members will take time to get acquainted with the platform. Two business visitations will be assigned to each Board member in February.

b. ANNOUNCEMENT OF NEW BUSINESS DEVELOPMENT COORDINATOR

James Burdin will be joining the Office of Business Development, as the Business Development Coordinator, on January 23rd, pending completion of onboarding procedures.

c. DISCUSSION RE VACANT DBIDA BOARD POSITIONS

The Board discussed three potential new Board members for the DBIDA Board.

The Board decided to proceed with the appointment of Secretary.

Motion: S.Johnson made a motion to nominate M.Olivier as Secretary. M.Olivier declined the nomination. Motion failed.

Motion: S.Johnson made a motion to nominate A.Nichols for Secretary. A.Nichols accepted the nomination. The motion was seconded by S.Haddadin. Vote U/A

6. BOARD MEMBER COMMENTS/QUESTIONS

There were no comments or questions.

7. ADJOURN

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