

**Waterfront Development Advisory Committee  
Meeting Minutes  
March 13, 2006**

**Member Present:** Frank Torr, Steve Brewer, Norm Fracassa, Joyce El Kouarti, Wendy Scribner, Dean Trefethen, Pete Hamblett, Jack Mettee, Earle Goodwin

**Absent:** Dana Lynch, Art Corte

**Others:** Jack Buckley, Beth Thompson, Steve Stancel, Steve Bird, Mike Joyal, Scott Myers

The meeting was called to order at 5:00 pm

**Item #1 Approval of the Minutes of January 9, 2006**

Frank Torr made the motion to approve the minutes of January 9, 2006

Earle Goodwin seconded the motion.

Vote **U/A**

**Item #2 Strategy moving forward with Redevelopment Proposals**

The Committee discussed the process they would follow once the proposals were received. It has been requested in the RFP that the confidential financial material be submitted separately from the remainder of the submittal in a sealed document that will go to the Dover Housing Authority attorney.

The issue of whether the Committee had the correct mix of members to move forward in reviewing and evaluating the proposals was discussed as well as how the various chores would be distributed. There are people on the committee already who have backgrounds in banking and architecture, for example, who will be tasked with reviewing and evaluating these elements.

The consultant, Barry Abramson, will be helpful in reviewing the material, particularly regarding the financial submission. The issue as to whether the submissions meet the criteria established in the RFP and whether all the issues have been addressed would be something our consultant could undertake.

The issue of density of the site could be reviewed by the committee as a whole.

The committee was reminded that once the submittals are received they become public documents other than the confidential financial material.

The CWDAC will meet again on Tuesday, March 21, 2006 at 5:00 pm to discuss their impressions of the submissions and to make decisions of how to move forward.

The committee will not have had much time to review the RPFs before the meeting and everyone was urged to err on the side of caution regarding remarks to the press. A spokesperson for the group may be the way to go.

**Item # 3      Possible Expansion of Committee**

It may be evident after review of the RFPs that certain types of expertise will be needed. It is too preliminary at this point to expand the committee without knowing what skills will be needed. This issue can be dealt with in the future meetings.

Joyce El Kouarti made the motion to adjourn.

Frank Torr seconded the motion.

Vote **U/A**

The meeting was adjourned at 5:30 pm