

**Cochecho Waterfront Development Advisory Committee  
February 28, 2005**

**Member Present:** Dana Lynch, Frank Torr, Earle Goodwin, Jack Mettee, Jack Buckley, Dean Trefethen

**Members Absent:** Steve Brewer, Joyce El Kouarti, Wendy Scribner, Art Corte,

**Others:** Beth Thompson, Steve Stancel, Mike Joyal, Chris Wyskiel

The meeting was called to order at 5:02 PM

**Item #1 Approval of the Minutes of February 14, 2005**

Frank Torr made the motion to approve the minutes of February 14, 2005.

Earle Goodwin seconded the motion.

Vote U/A

**Item #2 Update from Charrette Subcommittee**

Jack Mettee made the presentation in the absence of Wendy Scribner. The Charrette is now 99% complete. The text hasn't changed much since the full committee last saw it but the sub-committee has incorporated some graphics into it that would convey to the reader some standards and guidelines of what Dover would like the site to look like. Some of the graphics deal with pedestrian access, open space, views of the waterfront, and building layout along the riverfront.

They are still awaiting one or two more major graphics and the revision of the bubble diagram.

Dana Lynch would like to make sure the DHA and the Public Library has copies of the Charrette for their use as well as the Planning and Economic Development Offices and posting it on the City's web page.

Jack Mettee wanted to recognize Wendy Scribner and Steve Bird for the yeoman's work they have done on getting this task complete.

**Item #3 Update from RFP Subcommittee**

Jack Buckley presented the RFP subcommittee's report in the absence of Steve Brewer. The committee had met recently and reviewed a preliminary draft. It was thought to be too cumbersome and they worked to make it easier to read and respond to. The RFI/RFQ is intended to get the qualifications and experience, particularly with waterfronts, and preliminary ideas from the applicants.

The subcommittee discussed how to deal with the Butterfield gym in the RFI/RFQ and subsequent RFP. They would like to find out what experience the various respondents have with non-profits that could move into the gym.

They are also interested in what visions the respondents have for the gateway into the project and lower Washington Street, particularly in terms of lighting and streetscape.

A score card to rate the various applicants will need to be developed.

The committee is also looking for additional resources on their subcommittee in terms of legal and financial expertise, to help them when it is time to review the packets and in negotiating with the various developers.

The private parcel in the middle of the site will not be included in the RFI/RFQ since the City has no control over the property at this time.

It is anticipated that the sub-committee could have this done by the end of March.

When asked when responses could be expected. Jack Mettee said that it would be 30 days after the last time the RFI/RFQ was posted anywhere. For example, there may be a notice in a magazine or newspaper that only prints monthly. We don't want to preclude people from responding because they saw the notice too late.

Creativity will be a large component of the rating scale.

Once the companies are selected to respond to the RFP, there will be a mandatory meeting to see the site and go over issues in greater detail.

The full committee had some discussion as to if and how to incorporate the Butterfield Gym and lower Washington Street into the RFI/RFQ and if it is even appropriate to do so.

Frank Torr felt that the enthusiasm generated by the waterfront redevelopment will likely tend to fill the void in these areas and he would recommend that these issues be left out of the RFI/RFQ.

Steve Stancel said that the entire study area is actually larger than the City's parcel on the waterfront. He felt that developers would likely find it difficult to focus on one without addressing the other. He would like us to take the broader view and see how everything fits in.

Jack Mettee is leery of expanding the area of development for the purposes of this committee. He doesn't want to focus on the parcel plus the additional work and design required outside the parcel and have developers make recommendations for these other

areas. It would snowball into an urban design analysis. If anything, he would expect a developer to be sensitive to our expectations.

Dana Lynch feels we need to keep it simple and straightforward and focus the RFI/RFQ on the waterfront parcel. Once we get to the RFP, a lot of these issues can be discussed in greater detail.

Jack Mettee said that the Charrette should stand on its own and not include anything but the waterfront. The RFI/RFQ could ask for consideration of these other areas.

**Item #4      Old/ New Business**

Dana Lynch brought a copy of the citizen survey for the committee's review. He discussed the positive responses to the waterfront redevelopment and the reviewed the expectations from Dover residents for what they would like to see there.

Dean Trefethen asked if it would be possible to curve the road before it got to the new vehicular bridge so that the bridge itself could be straight. Dana Lynch explained that those responding to the RFP will address that issue. He suspects that a curve like Dean Trefethen suggested would add about 20% to the cost of the bridge, and that money would be the responsibility of Dover.

Dana Lynch told the committee that there would be some new members added after the next Council meeting. Jack Buckley will become an ex officio, permanent member and Chris Wyskiel from Wyskiel, Boc, and Tillinghast and Pete Hamblett from Federal Savings Bank will be joining the committee.

The meeting was adjourned at 6:05 am.