

**Cochecho Waterfront Development Advisory Committee
March 14, 2005**

Member Present: Frank Torr, Earle Goodwin, Jack Mettee, Jack Buckley, Steve Brewer, Joyce El Kouarti, Wendy Scribner, Art Corte, Pete Hamblett, Chris Wyskiel, Mike Joyal, Norm Fracassa

Members Absent: Dana Lynch, Dean Trefethen

Others: Beth Thompson, Steve Stancel, Steve Bird

The meeting was called to order at 5:00 PM

Item #1 Approval of the Minutes of February 28 2005

Earle Goodwin made the motion to accept the minutes of February 28, 2005.
Steve Brewer seconded the motion.
Vote U/A

Item #2 Update from Charrette Subcommittee and Final Approval of Document

Wendy Scribner explained that the revised charrette was virtually complete and that they are awaiting the bubble diagram to insert into the document as the preferred option. They also haven't determined if the project area will be an actual photo or a GIS map. They will also be taking the logos off some of the pictures so that it doesn't look like we are encouraging applicants to work with those parties.

Chris Wyskiel asked if the action plan was being updated. Wendy Scribner explained that there is a disclaimer in the document and the decision had been to leave the action plan as is. Pete Hamblett came up with another heading that would be less confusing – The Next Step.

Dean Trefethen wanted to clarify the membership and the role of the Dover Housing Authority in the document.

Joyce El Kouarti made the motion to approve the Charrette with the new recommended changes.
Steve Brewer seconded the motion.
Vote U/A

Item #3 Update from RFP Subcommittee

Steve Brewer reviewed the document his subcommittee has been working on. The document will only be referred to as a Request for Qualifications (RFQ) since it will be apparent that they are interested if they respond.

The six things that need to be finalized are: confirmation of the ranking system, whether to include the design guidelines in the document or let the companies get it from the Charrette, the format of the introduction to include more historical data, the cover letter, the blessing of the entire committee, and then getting the word out.

The scoring portion is very important since people will want to know why they did or did not get chosen to go the next step.

The committee discussed the marketing process. Joyce El Kouarti asked if there was interest in focusing on the trade publications that developers read. Press releases would be a part of the plan.

Arte Corte suggested using the New Urbanism News with its 5,000 circulation.

There are also list serves and post cards.

Jack Mettee said that he, Dana Lynch and Jack Buckley have met to discuss what areas the committee could be tackling as far as issues and policies are concerned in the waterfront district. We need to sort out how the waterfront relates to the rest of downtown.

Perhaps a subcommittee could address this issue of how the committee can play a role in the areas adjacent to the parcel and work on integrating those areas into the total redevelopment. Specifically he addressed the Washington Street corridor and the Butterfield Gym.

He posed the question to the full committee. Is this the next step? Shall we be consistent with design and development in these areas? Perhaps a budget should be created.

Item #4 Review and Discussion of Action Plan

This item was not addressed.

Item #5 Old/ New Business

This item was not addressed.

The meeting was adjourned at 5:45 pm

