

Cochecho Waterfront Development Advisory Committee
April 26, 2005

Member Present: Dana Lynch, Frank Torr, Earle Goodwin, Jack Mettee, Jack Buckley, Wendy Scribner, Art Corte, Pete Hamblett, Norm Fracassa, Dean Trefethen

Absent: Steve Brewer, Joyce El Kouarti, Chris Wyskiel

Others: Mike Joyal, Beth Thompson, Steve Stancel, Steve Bird, and Parks Christenbury

The meeting was called to order at 5:04 pm.

Item #1 Approval of the Minutes of April 11, 2005

Jack Buckley made the motion to approve the minutes of April 11, 2005 with the changes mentioned. Earle Goodwin seconded the motion.

Vote U/A

Item #2 RFQ/RFP Subcommittee Report

Dana Lynch reviewed the efforts of the RFQ subcommittee in preparing the RFQ for release. The document is now complete.

The list of approximately 375 entities that the RFQ will be mailed to was passed out for review and any additional names. This will be the last chance to make such changes.

The committee reviewed the costs of getting the document copied and mailed. Dover Secretarial can do everything for approximately \$600. This is similar in price to doing it piecemeal and having everyone get together to stuff envelopes. The consensus was to have Dover Secretarial take on this task.

The committee then addressed the New England Real Estate Journal ad and opted to pay for two full pages. Some people receive the journal every other week even though it is published every week. The committee did not want to miss a potentially interested party from missing the ad.

Dana Lynch discussed the several questions that Steve Brewer felt should be addressed so that all our answers would be consistent. Steve Stancel felt that the questions he receives and the answers should be posted on the web site for all interested parties to review. The committee left it to his discretion to determine which questions should be posted.

Item #3 Long range Planning Committee Report

Jack Buckley is heading a committee to look at how to integrate the development outside the City's parcel with this development. His committee has already met to start things moving forward. At their next meeting they will speak with Eric Chinburg, Doreen Rainville from Winsor Brook Property Advisors, and Steve Wells from Bank of New Hampshire. They will also invite Joe Allis.

Item #4 Charrette Subcommittee Report

Wendy Scribner said that once the Charrette was complete, her committee began work on a Power Point Presentation that could be used by any of the committee when addressing interested parties such as the City Council, the Planning Board, the Chamber of Commerce, Dover Main Street Organization, and other civic organizations. Copies of the work to date were passed out.

Electronic copies will be sent to the committee to review. Comments and changes are requested by May 2, 2005.

Item #5 Old/ New Business

Parks Christenbury addressed the board regarding issues that have come up with the dredging. Following this season's dredging, there is not enough area for the City piece to house a marina without doing more work. It is important that this committee be aware of that before beginning discussions with developers.

Staff and Dover's consultant will be taking a look at the issue and recommending actions that can take place.

Earle Goodwin made the motion that this committee ask the Dover City Council to fund the services of a consultant on an as needed basis as deemed sufficient for the size and scope of the project to assist the committee in completing its tasks.

Jack Buckley seconded the motion.

Discussion ensued as just what that consultant would be responsible for. We need to know exactly what we are asking the Council for. Steve Stancel noted that a scope of services needs to be put in place.

It was also discussed that there are several phases to this endeavor that may require more than one person.

Dana Lynch attempted to identify the immediate tasks. It would be to take us from the time the RFQ is on the streets until the final developer is selected. The tasks would include helping us prepare the RFP, doing some community outreach, long range planning, pursuing some grant opportunities, as well as helping us to select and negotiate with the ultimate developer(s) of the site .

Earle withdrew his motion until such time that the committee could better define what it is we are asking for and to attribute some costs to it.

The meeting was adjourned at 6:15 pm.