

**Cochecho Waterfront Development Advisory Committee  
Meeting Minutes  
July 11, 2005**

**Member Present:** Jack Buckley, Frank Torr, Dean Trefethen, Steve Brewer, Jack Mettee, Art Corte Wendy Scribner, Pete Hamblett, Earle Goodwin, Joyce El Kouarti, Chris Wyskiel,

**Absent:** Dana Lynch, Norm Fracassa

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

The meeting was called to order at 5:05 pm.

In the absence of Chairman Dana Lynch, Jack Mettee ran the meeting.

**Item #1 Approval of the Minutes of May 23, 2005**

Steve Brewer made the motion to approve the minutes of May 23, 2005

Pete Hamblett seconded the motion.

Vote **U/A**

**Item #2 Review of RFQ Submittals**

Jack Mettee announced for anyone that was not aware that the Committee received 4 responses to the Request for Qualifications to redevelop the City's waterfront parcel.

Since there were only 4 responses, the entire Committee will review and comment rather than just the RFW subcommittee as originally planned. The Committee should be prepared to further discuss the responses at the next full meeting in non-public session. It is also anticipated that a timetable for moving forward will be created.

**Item #3 Update from RFP Subcommittee**

Steve Brewer discussed that his subcommittee has met, reviewed, and commented on a draft at an informal meeting in June. The entire committee should review the selection criteria from the RFQ and discuss them at a future meeting.

When asked, Mr. Brewer felt that the RFP was 85 – 90% complete.

**Item #4 Update from Long Range Planning Subcommittee**

Jack Buckley, Dana Lynch, and Jack Mettee met with Mike Lassel who has agreed to do some renderings of the Washington Street corridor from different positions along the corridor. It is anticipated that these will assist our developer when the time comes.

Mt. Buckley also mentioned that City Manager Mike Joyal has hoped to provide some money in the future dedicated to this corridor. There may also be grant funding available through organizations such as the Piscataqua Foundation.

**Item #5                      Summary of TIF**

Steve Stancel apprised the Committee of what Tax Increment Financing (TIF) is and what it could be used for. He mentioned that there will be a joint workshop on TIFs on Wednesday, July 27, 2005 at 7:00 PM with the Council, the Planning Board, and this Committee. Committee members should look for their invitation in the next weeks. Besides the consultant, Jack Dugan from Monadnock Economic Development Corporation, who will be making a presentation on TIFs, how to establish them and what steps need to be taken, Dover's Finance Director, Jeff Harrington, will also be on hand to speak to TIFs from the perspective of his department.

Mr. Stancel explained that with a TIF that is a tool used to pay for infrastructure improvements in a specific district with in increased assessed value from the development that results from the infrastructure improvements. TIFs are good in areas where new construction is anticipated to occur. Existing dwellings often experience an increase in assessments due to the new construction as well.

Once a community identifies a district, they will need to develop a plan for what infrastructure may be needed in the district and the results from these changes.

Mr. Harrington may explain a TIF as a smoke screen and that the improvements could very well be done the traditional way. Mr. Stancel would argue that the benefit of doing a TIF is that the community often works very closely with developers and property owners, showing the community's commitment to the district and encouraging the developers and property owners to make investments in the area.

**Item #6                      Discussion on Consultant Selection Process**

Earle Goodwin felt that the Committee has fallen behind and that a consultant should be in place before the final RFP for redevelopment of the waterfront was sent out. There was discussion among the Committee on the scope of services and when a consultant would be necessary.

Steve Stancel was asked if his department had prepared an RFP to hire this consultant. Mr. Stancel stated that his department would draft the RFP once the Committee gave him guidelines on what the consultant would do.

The Committee was tasked to review the list of tasks that was passed out and to comment at the next meeting.

While Mr. Goodwin was disappointed that a consultant was not on hand already, he vowed that he would be patient.

**Item #7                      Old/New Business**

Earle Goodwin also was disappointed that the Committee hadn't scheduled the guest speaker that he knows who would address the issue of moving the pedestrian bridge to another area of the river.

**Item #8            Non-Public Session to Discuss RFQs**

Joyce El Kouarti made the motion to go into non-public session to discuss the RFQs received to redevelop the City's waterfront site.

Steve Brewer seconded the motion.

Vote **U/A** by roll call vote.

Joyce El Kouarti made the motion not to make the RFQs public at this time.

Frank Torr seconded the motion.

Vote **U/A**

Frank Torr made the motion to come out of non-public session.

Pete Hamblett seconded the motion.

Vote **U/A** by roll call vote.

Frank Torr made the motion to suppress the minutes of the non-public session.

Pete Hamblett seconded the motion.

Vote **U/A** by roll call vote.

The committee discussed the next steps as they moved forward. They will be discussing the RFQs and making a decision about when to make them public. The RFP language for both the waterfront development and for hiring a consultant needs to be reviewed and agreed upon. Finally, Steve Stancel will present a skeleton of the RFP for the consultant, but the Committee needs to decide which phases they want to go out for bid.

Joyce El Kouarti made the motion to adjourn.

Jack Buckley seconded the motion.

Vote **U/A**

The meeting was adjourned at 6:45 pm