

**Waterfront Development Advisory Committee  
Meeting Minutes  
September 26, 2005**

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

**Absent:** Chris Wyskiel, Jack Mettee, Art Corte

**Others:** Beth Thompson, Steve Stancel, Steve Bird, Jack Buckley, Barry Abramson, Marc Older

The meeting was called to order at 5:07 pm

**Item #1 Approval of the Minutes of August 29, 2005**

Joyce El Kouarti made the motion to approve the minutes of August 29, 2005.  
Frank Torr seconded the motion.  
Vote U/A

**Item #2 Long-Range Planning Subcommittee Report**

Jack Buckley said that Mike Lassell had presented a preliminary design of what the Washington Street corridor could look like. He will present revised plans next week. They have agreed that this will cost no more than \$2000 for the work.

**Item #3 Consultant Introduction/RFP Discussion**

Dana Lynch introduced the consulting team of Barry Abramson and Marc Older. Mr. Abramson gave a background of his company and explained that they have done a lot of work on projects with public/private partnerships. He feels that they have been brought in at a good point where they can help shape and define the RFP. They will make the RFP as efficient as possible. This is a critical point in the deal itself. He said the Dover has two good developers submitting RFPs.

They will help structure the language to get the developers to be as clear and committed as possible. There are also opportunities for tradeoffs.

There are always clarifications required during the course of evaluating submissions. Abramson & Associates will help boil down the proposals and homogenize them so the committee can make good comparisons.

The RFP will likely be ready to release in a couple of weeks. They have already seen a draft of it and saw no glaring errors. There is some language to be fine-tuned. It is

expected that the two developers will be given three months in which to prepare their proposals.

We can expect that as part of the negotiation process with the developers that they would pick up some of the City's and the Committee's costs such as any additional costs for the consultant.

There was discussion as to when the committee needed to decide whether to sell or lease the land. The committee does need to discuss this issue and the ramifications of all scenarios.

The project could be structured so that the City would retain ownership of the open areas with provisions that they be maintained by the private owners.

If Dover does choose to sell the property, it should be phased so that the City would retain control over the development. This would keep the pressure on the developer to meet the performance expectations.

The appraisal of the land shouldn't be done too early in the process. It needs to benefit the community. We need to get some information from the developers on what they want to do there.

Down the line when the committee is ready to negotiate the deal, an attorney will need to be secured. Abramson & Associates are not attorneys. This cost can be recovered by the developer.

Frank Torr complemented the excellent job Steve Brewer and his subcommittee had done on the RFP.

Frank Torr made the motion to adjourn.  
Steve Brewer seconded the motion.  
Vote U/A

**Item #4      Old Business**

There was no old business the discuss.

**Item #5      New Business**

There was no new business to discuss.

The meeting was adjourned at 6:25 pm