



CITY OF DOVER

## DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Office of the City Manager –  
288 Central Avenue, Dover, NH  
Meeting Date: Thursday, February 7, 2008  
Meeting Time: **4:30 PM**

Members Present: Chair Tim Dargan, Peter Hamblett, Bob Paolini, Phil Rinaldi, George Maglaras, Mayor Scott Myers, City Manager Mike Joyal

Members Absent: Mark Geuther, Bruce McEldowney

Meeting commenced at 4:30pm.

### 1. Approval of Minutes

- a. 12/06/2007 – none (no quorum)
- b. 01/03/2008 – none (no quorum)

### 2. Old Business:

#### a. Status Report re: Marketing and Real Estate Services for Enterprise Park –

Grubb & Ellis have introduced potential client to purchase parcel(s) located to south of Venture Drive. Letter of intent has been developed to allow for client to explore feasibility of constructing new roadway to access parcels.

#### b. Review and Approve Strategic Action Plan –

Final draft of strategic plan is reviewed (see attached) and discussion regarding roll out to include local economic development summit. Meeting to be scheduled with Chamber of Commerce Board of Directors to discuss jointly hosting summit. Importance of being inclusive, involving all stakeholders. Need to seek commitment to fund and follow-through. Discussion regarding importance of assembling data to prove value of economic development. City's Master Plan provides vision for community and economic development activities need to seek to achieve vision. Council will require a job description for economic development executive which has tangible goals. Must determine how to define and measure them. Determined that DBIDA will need to meet with Council no later than April giving the upcoming budget discussion. April 2<sup>nd</sup> is expected to be economic development workshop with Council. Staff will work on econ development summit presentation to be reviewed at DBIDA meeting on Feb 19<sup>th</sup> and presented to Chamber at board meeting on Feb 21<sup>st</sup>. Rinaldi moves, seconded by Maglaras to adopt final draft of strategic action plan. Hamblett moves, seconded by Paolini to spend up to \$3,000 for hiring facilitator to assist with economic development summit. Joyal to arrange meeting with Chamber.

### 3. New Business

#### a. Ongoing Economic Development Activities/Contacts Waterfront –

Mayor Myers provides update regarding recent CWDAC meetings. Cecil Group has been engaged to develop architectural and other design requirements to be incorporated into Land



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Disposition Agreement. Dickinson continues to work on characterizing site and developing more detailed plans.

### **Downtown Parking –**

Mayor Myers advises of forthcoming resolution to appoint parking garage finance committee to identify means for funding parking garage without use of property tax dollars. Will require representative from DBIDA, Planning Board, Chamber, Main Street, City Council and citizens.

### **New/Existing Business Contacts**

City Manager Joyal and Dargin advise of recent meeting with local business exploring opportunity to build/own facility in Enterprise Park. Grubb and Ellis will be assisting them in locating a contractor to discuss preliminary design requirements and cost.

### **4. Non-Public Session as Per RSA 91-A:3 Acquisition, Sale, or Lease of Property**

Moved by Hamblett/Seconded by Dargin to enter non-public session for purpose above. Review and discussion of letter of intent. Provision to be added to letter to ensure copies of all results of studies/reports are provided to DBIDA upon completion of review.

### **5. Adjourn**