



**CITY OF DOVER**

## DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Finance Conference Room, City Hall  
288 Central Avenue, Dover, NH 03820  
Meeting Date: **Thursday, January 7, 2010**  
Meeting Time: **4:30 PM**

**MEMBERS PRESENT:** Peter Hamblett (Vice Chair), Bob Paolini, Steve Wyrsh, Phil Rinaldi and Marc Weinstein.

**EX OFFICIO MEMBERS:** Dan Barufaldi (Economic Development Director) and Scott Myers (Mayor)

**MEMBERS ABSENT:** Tim Dargan (Chair), Mark Geuther, Brian Gottlob, Michelle Sawyer and Mike Joyal (City Manager)

**OTHERS PRESENT:** David Choate and Doug Dede.

P.Hamblett, Acting Chair, called the meeting to order at 4:34PM and a quorum was present.

### 1. Review and Approval of previous meeting Minutes (DOC #2)

**Motion:** B.Paolini made the motion to accept the minutes. P.Rinaldi seconded. Vote: U/A

### 2. Motion to enter nonpublic session pursuant to RSA 91-A for the purpose of the acquisition, sale or lease of real or personal property and discuss. Board Vacancies

**Motion:** P.Rinaldi made the motion to enter non-public session for the purpose of the acquisition, sale or lease of real or personal property. S.Wyrsh seconded. Roll call Vote: U/A

Chair requested a motion to seal the minutes because divulgence would render the proposed action ineffective.

**Motion:** P.Rinaldi made the motion to return to the public session and seal the minutes. R.Paolini seconded. Vote: U/A

### 3. Old Business:

- Tourism Project
  - Ambassador Program

D.Barufaldi noted that as part of the Tourism Project, we agreed to form an Ambassador Program in Dover and integrate the Chamber's Ambassador Program and Dover Main Street Ambassador Program. He noted that Doug Dede is the manager of that program for us. The program is envisioned as an outreach organization, so that when the ambassadors are outside Dover, they spend sometime making phone calls and talk to people and businesses that may consider Dover. The Dover Economic Resource Guide will be used. D.Dede noted that the Chamber gets countless individuals and businesses asking questioning about Dover. He has used the information from the Economic Development piece put together by D.Barufaldi, but has also used information regarding the Vocational and Technical Program offered at Dover High School. He noted that VocTech Department Head has focused putting plans in



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place that make kids ready for jobs when they get out. He added that it was a 3-year program equivalent to college credits.

D.Dede noted that with these types of assets, along with presentations created by D.Barufaldi are compelling for people who are considering coming to Dover. He added that the way D.Barufaldi brochure has been done, it makes it possible for the Chamber to insert pages that are specifically targeted for individuals.

D.Barufaldi noted that he spoke with a food processing candidate who was interested in the Dover Culinary Arts Program at the High School.

#### **4. New Business:**

- Parking
  - Pay & Display, Training meetings
  - Deeded Parking Effort
  - Park n' Shop Merchants' Discount Program

D.Barufaldi noted that he was tasked to work with the Parking Commission. He noted that he has been at the Pay & Display training meetings. He met with deeded parking easement people in one of the lots and expressed to them that the community is looking forward into the parking needs, which might include flexibility in the lot arrangements and a parking garage. There was some concern regarding security and the placement in the parking lot, but these things can be addressed.

D.Barufaldi noted that he spoke with Kirt Schuman and Jeff Spires and suggested that they come up with a park and shop merchant program for discount or partial payment for the parking. He added that this would allow us to collect stubs and learn what meters are servicing which businesses. This would help us to preplan future parking arrangements as we expand the system throughout the City.

- UNH Crew in Dover early/Washington Mill

D.Barufaldi noted that Brint Shone from the Washington Mill has said that he would offer rent free 15,000 square foot space with access to the river for the UNH crew to use. He noted that the UNH crew is having some traffic problems at the Jackson landing location they currently have. It was noted that they have up to 10,000 people at a tournament.

It was noted that this was the tidal part of river. D.Barufaldi hoped that when dredging is complete, it will be viable. The Chair asked who would be responsible to put in a dock/wharf facility for them. D.Barufaldi noted that currently they are using the Mill for storage, shelves, lockers, equipment storage. He added that this would give them easy access by stairs to the river. It was note that there were a lot of rocks in that area. S.Myers noted that they would be



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restricted to work with the tides or walk in from George's boat launch because the dredging is not going that far.

D.Barufaldi noted that they were able to get 5 bilingual candidates from the Spanish department at UNH for a staffing company. He added that the business is now considering the other 3 for other positions.

- Earth, Sea & Space Museum

D.Barufaldi noted that next week he will be having a conversation with the Earth, Sea & Space Museum, which is looking for land. He noted that the idea behind it, is to begin an exploration venue for tourism. It was noted that this project has been in the works for 10-12 years without significant fundraising.

### **5. Economic Development Resource Guide: Award Submission**

D.Barufaldi suggested that the Economic Development Resource Guide be submitted for design or economic development awards. He noted that it would add publicity and may be worth while. There was a general consensus from the members to go ahead.

### **6. December Manager's Report/ Economic Development Section (DOC #3)**

The December 2009 City Manager's Report on economic development was provided to the members.

### **7. Unemployment Statistics (DOC #4)**

The December 24 2009 Unemployment Rates were provided to the members. D.Barufaldi noted that Dover has come down another tenth of a point in unemployment and well below the others except for Portsmouth. He added that New Hampshire is doing better than everybody in New England except for Vermont. He noted that part of reason is that we have a high health care demographic in our workforce. He added that part of it is due to some the retention activities we did to help some of our smaller business in terms of business model adjustment and financing they were having trouble with. He noted that Dover has done better historically then the rest of the country and New England. He added that locally we will do better as we go along.

### **8. Financial Report (DOC #5)**

The December 31, 2009 Financial Report was provided to the members.

D.Barufaldi noted that they will be doing different kinds of advertising for 2010. He would like to explore a new event for Dover in 2010 that would act as advertising and promotion. He would like to call it DoverTech. It would be a technology transfer and intellectual property exchange in Dover. He noted that this would attract technology companies to Dover. He would like the



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members to consider Dover being the primary sponsor and destination for this one day affair. It would probably involve a light breakfast and catered lunch. He would like to use the Ballroom in City Hall. He would work with professionals in area to get publicity. There would be two work sessions. The first being a presentation from people who have intellectual property to promote and then a match up session. He felt that this is a concept that will be a value to others and could put Dover on the map in technology. He noted that this could become an annual event, which could attract high tech companies to Dover. He added that it may cost \$5,000 in terms of arrangement and would like permission to explore it further for the coming year and use part of the advertising budget to do this. He noted that the primary market would be New England and added that he envisions a minimum of 60 participants, 40 observers and some potential investors. It was suggested that they work with the Mass High Tech Council along with technology insurance companies and utilize their services. The consensus from members was that this was a good idea. D.Barufaldi noted that the time frame would be this fall if arrangements can be made in time.

**Motion:** R.Paolini made the motion to accept the financial report. P.Rinaldi seconded. Vote: U/A

### 9. Other Business:

- SBA: New Stimulus funds for small business credit
- 2009 Objectives/ Accomplishments Report (DOC#6)

The March 2 to December 22, 2009 DBIDA Objectives/Achievements was provided to the members. It was noted that this could be discussed at the next meeting if anyone had any questions.

- 2010 Suggested DBIDA Objectives Draft ( DOC# 7)

The December 22, 2009 DBIDA Suggested 2010 Objectives was provided to the members. It was noted that this information should be shared with City Council. S.Myers suggested scheduling a DBIDA update with Council as part of the March workshop, where the Chair and Dan present a shared presentation. March workshop. D.Dede noted that at the next workshop meeting he intends to comment on the Guidebook, Ambassador Program and the Dover Economic Development story.

- Advertising considerations for 2010
- Increased DRED/ Dover activity. “On Their Radar Now”

D.Barufaldi noted that we are now on DRED’s radar and copies of brochure have been sent to Concord. He stated that Dover is getting more activity because they feel a momentum exists. He added that Crystal Kent has stated that the Economic Development group in Newington is considering doing a book like Dover’s.



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S.Myers noted that the City Council hired a company to do random citizen survey mailings to see what Dover residents like and want improved. He believes the overview contains some valuable information on what residents think is important, such as the library, public safety, job opportunities and shopping. He noted that it should be on the City website if anyone wishes to see it.

D.Barufaldi noted that the next DBIDA meeting will be on February 11<sup>th</sup>.

S.Myers noted that there are member terms need to be updated. D.Barufaldi will send the term data and the Dover Tech summary to the Board members by email on Friday.

### 10. Adjourn

**Motion:** S.Wyrsch made the motion to adjourn at 5:37PM. P.Rinaldi seconded. Vote: U/A