



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Second Floor Conference Room, City Hall
Location: 288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, April 1, 2010**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Dan Barufaldi (Ex-Officio), Philip Rinaldi, Peter Hamblett, Robert Paolini, Michelle Sawyer, Marc Weinstein, Steve Wyrsh, Daniel Lynch (Treasurer Ex-Officio), Scott Myers (City Mayor Ex-Officio) and J.Michael Joyal (City Manager Ex-Officio).

Members Not Present: Brian Gottlob

The Chair called the meeting to order at 4:37 PM.

1. Annual Financial Report.

D.Lynch presented the Annual Financial Report. He noted that the FY2010 for the Industrial Park reflects some assessed value declined based on given market conditions. S.Myers noted that the commercial values didn't drop as much as the residential values. D.Barufaldi noted that commercial values lag residential values by 18 months and he believes the next fiscal year will reflect a decline. D.Lynch noted that the projected taxes exceed the debt service coverage by \$289,000. He added that the accumulated total is 1.2 million dollars of tax revenue in excess of debt. The current debt is \$160,000 for the bond payment, which should be gone in two years. As of June 30, 2010 the Analysis of Debt Limit reflects \$80,000 outstanding principle payments. He noted that the BFA Loan is currently paid by another party. It was noted that by August FY2011 those bond obligations will be paid off and this will improve the picture for the analysis of debt service coverage.

P.Hamblett made the motion to accept the Treasurers Report. P.Rinaldi seconded. **Vote:** Unanimous

2. Review and approval of previous meetings Minutes (2/11/10) and Notes (3/4/10).

S.Wyrsh made the motion to approve the February 11, 2010 Minutes. P.Rinaldi seconded. **Vote:** Unanimous

The Chair noted that the Meeting Notes of March 4, 2010 are for your review. He added that the ERZ tax credit has helped the new tenant, Universal Recycling. D.Barufaldi noted that the plant tour went well at URT. They will be expanding their business to



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include an asset management system and will be taking another 20,000 square foot building with 20-25 workers down the road. They currently have 120 employees and just signed a national recycling contract with Samsung & Sony, which are both green companies. He noted that in another year to two this could result in 250 jobs in Dover. They landfill 1% of what they take in. In peak season they take in twelve trailers a day. He added that they do not put anything into the air or water. S.Myers noted that they have discussed doing a Dover Day where there will be no charge for Dover residents to bring in monitors, computers, stereos and things like that. Jim Cornwell, Vice President at URT has asked D.Barufaldi if he knew of any organizations that have disabled people who could do simple repetitive work. It was noted that there is a non-profit group in Dover by the name of Work Opportunities Unlimited that may be interested.

3. Non-Public.

M.Sawyer made the motion to enter into non-public session pursuant to RSA 91-A for the purpose of the acquisition, sale, or lease of real or personal property. P.Rinaldi seconded. The Chair called for a Roll Call. **Vote:** Unanimous

P.Hamblett made the motion to come out of non-public. P.Rinaldi seconded. **Vote:** Unanimous

P.Hamblett made the motion to seal the non-public session minutes because failure to do so would render the proposed action(s) ineffective. R.Paolini seconded. **Vote:** Unanimous

4. Old Business:

* Ambassador Program

D.Barufaldi noted that the Ambassador Program is moving forward with the recruitment of ambassadors. He added that he has been asked to do a presentation on April 12th for Kane Realtor Brokerage in Portsmouth. He noted that they will be moving assets here.

* Parking:



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D.Barufaldi noted that the Pay & Display is underway with nine machines. They are working and gathering data which can be used to determine if they are properly placed

D.Barufaldi noted that the Park & Shop Program with the Chamber is awaiting approval for a park and shop with the merchants from the Chamber Board.

D.Barufaldi noted that there have been several meetings regarding the Parking Garage over the last couple of weeks. There have been discussions with Kevin McEneaney, TDBank ,Eckman, Wagner, Procon, CLD, Martini Northern and Chad Kageliery. He added that we have been approved to solicit RFP's by the City Council.

* Woodman Marketing Assistance

D.Barufaldi noted that M.Sawyer will contact Tom Hindle and get him marketing help. He added that he did not show up for the last meeting.

M.Joyal noted that we did get permission from NHDOT to put a sign up on the turnpike for the Woodman. D.Barufaldi added the Children's Museum too. He complimented C.Parker who received \$350 from each museum to help pay for the signage. He noted that there will also be a small sign in the City to direct people to the two museums. D.Barufaldi noted that Mike Gillis video taped the URT tour and a vidio has been created which will be on Channel 22. A DVD will be sent to URT to forward onto their headquarters.

D.Barufaldi noted that White Apron Catering received a grant from the Housing Authority to move into one of the mills and they are working with Dan and Rick Jones in Community Development to acquire an ELF loan. He met with High Energy Innovations in the Moore Building, also to acquire an ELF Loan. They have high-end UV radiation disinfectant which is very successful germ killer. The radiation wands can make surfaces 99.9% free of germs. He noted that a doctor can place his hands in a machine, causing no damage to skin, and be germ free without the use of water or hand towels. He added that this has been used in Mexico, on cruise ships and hotels. The Dover Revolving Loan Fund can get them financed, about \$50,000, to produce an oven vacuum unit and produce 24 of these lamps. He stated that this would be great for growth. They have already gotten together with Agility Manufacturing in the Moore Building. They are looking to add another 8,000 square to feet build power supplies.



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He added that they will grow quite a business here and are interested in being at the Dover Tech.

5. New Business:

* Chairman's Annual Report

The Chair noted that the Dover unemployment rate is at 5 1/2% and is falling. The three new ERZ Districts were important for URT to come to Dover. The Dover Economic Guides have been valuable. The Enterprise Park Tennant Association is in place. He noted that D.Barufaldi has put a lot of effort into tourism. He stated that the Amtrak split fares has been successful. He noted that D.Barufaldi has brought in new companies in Dover and has been able to help existing businesses. He added that D.Barufaldi's outreach to struggling businesses and marketing in Dover has been valuable. He stated that we have had good progress this year and would like to see the sales in the Park increase.

P.Rinaldi made the motion to accept the Chair's Annual Report. P.Hamblett seconded.
Vote: Unanimous

* Election of Officers/ Renewal of Board Terms

P.Rinaldi noted that he attended the Nominating Committee meeting and there were no nominations for new members. M.Sawyer made the motion to accept the officers as follows: T.Dargan as Chair, P.Hamblett as Vice Chair and R.Paolini as the Secretary. S.Wyrsch seconded. **Vote:** Unanimous

* DoverTech Event: Board Assistance with sponsorships.

D.Barufaldi noted that it is important for the members to get sponsorships. It will be held on October 19th. There will be presenters. The website is up and people can register on this webpage. The publicity may cost \$5,000 but we would like to recoup all of it through registration, presentation and exhibition fees. The idea is to brand Dover as a technology crossroads. We need to attract high technology, high accuracy, high quality, Department of Defense companies. M.Weinstein noted that he has received some positive feedback and noted that insurance companies would be interested in supporting this event.

* Governor's Tourism Conference:



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D.Barufaldi noted that he will be attending the conference on May 5-7 in Portsmouth with an exhibit table. He added that the Children's Museum will also be there.

D.Barufaldi noted that C.Parker is on the board of the Gundalow Company. Strawberry Bank has given them free or discounted rent for a year while they build the new Gundalow there. After that we may have a shot at getting them in one of the mills in Dover.

5. March Financial Report

D.Barufaldi noted that they will have a few more expenditures coming up for advertising. The Seacoast Area Alliance (Dover, Rochester, Somersworth, Portsmouth) will place five ads for \$411 each for each City/Town in BusinessNH magazine. Dover may do a few more ads in expansion magazines over the year to get us on relocation radar as funds permit.

P.Hamblett made the motion to accept the March Financial Report. R.Paolini seconded.
Vote: Unanimous

6. Adjournment

P.Rinaldi made the motion to adjourn at 5:50PM. P.Hamblett seconded. **Vote:** Unanimous.