



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Second Floor Conference Room, City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, January 6, 2011**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Peter Hamblett (Vice Chair), Matthew Sylvia, Steve Wyrsh, Phil Rinaldi, Sam Haddadin, Robert Paolini

Ex Officio Members: Dan Barufaldi, Economic Development Director; Scott Myers, Mayor,

Members Not Present: Mike Joyal, (City Manager), Jack Mettee, Marc Weinstein

Others Present: David Choate, Gary Bannon (Recreation Director) Kurt Schuman (Executive Director, Greater Dover Chamber of Commerce), Lisa Ertle (Recording Secretary)

Chair called the meeting to order at 4:30 pm.

1. Call to Order.

The Chair called for a roll call attendance.

2. Review and approval of the December 2, 2010 Board meeting Minutes.

Motion: P.Rinaldi motioned to approve the December 2, 2010 minutes. P.Hamblett seconded. Vote: Unanimous approval.

3. Enter non-public session pursuant to RSA 91-A for the purpose of the acquisition, sale, or lease of real or personal property. **Roll Call Vote, simple majority needed to pass.**

G.Bannon and K.Schuman left the room during the non-public session.

Motion: M.Sylvia motioned to enter non-public session. P.Rinaldi seconded. Roll Call Vote: Unanimous approval.

4. Return to public session. Vote to seal the non-public session minutes because failure to do so would render the proposed action(s) ineffective. **Two thirds majority needed to pass.**

G.Bannon and K.Schuman returned to the meeting.

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

Motion: P.Hamblett motioned to seal the minutes. P.Rinaldi seconded. Roll Call Vote: Unanimous approval.

5. Old Business:



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Second Floor Conference Room, City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, January 6, 2011**
Meeting Time: **4:30 PM**

- **Ambassador Program**
D.Barufaldi noted the Ambassador program is moving forward. The new ambassadors are traveling and promoting the City of Dover. He noted there will be an article written, in the Economic Action newsletter, about the Ambassador Program.
- **Education Group Activity**
D.Barufaldi noted that Dave Bamford, Jack Buckley and Brian Gotlob are still working with the Dover public and private schools administrators on receiving specific metric data from their schools. The intentions are to obtain the statistics to help establish Dover as a place of educational excellence and diversity. These statistics can help attract businesses.
- **DoverTech Status Report**
D.Barufaldi noted Dr. Sedam is the new Executive Director at the University of New Hampshire Research to Commercialization Process Department. He noted Dr. Sedam is willing to work with DoverTech on intellectual property issues and mini-forums.
- **Tuttle Farm Status Report**
D.Barufaldi noted he has been in contact with Suzanne Brown, and currently she is working on obtaining funding for development. She currently has a restaurateur, some one to work the nursery piece, and the structured background from her Conway farm to help with marketing, and is also working on bringing tourism programs to the Tuttle Farm. D.Barufaldi mentioned that G.Bannon has been working with D.Barufaldi on this project.

6. New Business:

D.Barufaldi discussed the final draft of the 2011 Economic Development Addendum to the Land Use Analysis Chapter, for the City of Dover, NH Master Plan. He noted he would like to have a motion from the DIBDA Board to recommend this addendum to the Planning Board, which would subsequently go to the City Council. He added that he will be present at the January 25, 2011 Regular Planning Board Meeting to discuss the Economic Development portion of the Master Plan.

Motion: P.Hamblett motioned to recommend the Master and DIBDA Strategic Actions Plan to the Planning Board. S.Haddadin seconded. Vote: Unanimous approval.

D.Barufaldi noted two new Economic Revitalization Zones (ERZ) have been approved, the locations are on Mast Road and on Sixth Street. This will provide New Hampshire BPT and BET tax exemptions to businesses investing in improvements and/or new jobs within the zones. Discussion ensued on tax benefits for working in these sites. T.Dargan



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Second Floor Conference Room, City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, January 6, 2011**
Meeting Time: **4:30 PM**

noted this incentive is a good economic tool, with four businesses that have already moved into these locations now taking advantage of the tax exemptions.

- RFP's for Downtown Infill Projects: Surveys, Test Borings, Geo-Technical Analysis
D.Barufaldi discussed the bids that were received for the above work. He noted that the bids came in at a lower cost than projected. The cost will be shared equally between DBIDA and Parking revenues.
- Land, Sea and Space Museum Presentation
D.Barufaldi welcomed to the meeting the Board members of the Friends of the Earth Sea and Space Center; Crystal Kent (Chair), Peter Wellenberger (Vice Chair), and Jose San Luis Miguel (Architect). He noted they were present to give a presentation of the museum concept, and for any questions or comments.

C.Kent gave a briefing on the concept and location options for the LSS Museum, including the topics of tourism, amenities, and local transit transportation for tourism groups. They would like to utilize abutting nature trails, the waterfront amenities, and educational programs.

G.Bannon discussed the available land within Maglaras Park, and would like to partner with LSS Museum to help enhance the Downtown water front.

D.Barufaldi noted this will bring tourism opportunities, and will help the business for hotels, restaurants and museums located in Dover. He would like to further explore the opportunity of moving this project along.

C.Kent noted they are expecting a large volume of visitors, and employment opportunities. Discussion ensued on concerns with available parking spots. S.Wyrsh noted a traffic study report may be necessary.

C.Kent noted they are looking to obtain from the City of Dover specification of a site location for the museum. With a specific site they will be able to move forward with the Master Plan.

The Board members discussed the requirements needed to help this project move forward. D.Barufaldi noted he is looking for Board support to continue working on moving this concept along.

Motion: S.Haddadin motioned to approve the Boards support for D.Barufaldi to work on further efforts with the LSS Museum. P.Rinaldi seconded. Discussion ensued on the



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Second Floor Conference Room, City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, January 6, 2011**
Meeting Time: **4:30 PM**

concerns of the intent of the motion, and the role of DIBDA and the Economic Director. D.Barufaldi noted he would like to have confirmation from them to continue exploring the opportunity of bringing this concept to Dover. The Board confirmed they are comfortable with D.Barufaldi representing DIBDA and exploring this project.

Motion: S.Haddadin motioned to withdraw his motion. P.Rinaldi seconded. Vote: Unanimous approval.

- Economic Action of Dover Quarterly Newspaper
D.Barufaldi noted the design of the newspaper is under way, and should be available for distribution in February.
- DBIDA Development Land Need
D.Barufaldi discussed the low cost of available land and financing. He feels given the low cost of acquisition of land that now is the time to purchase. Discussion ensued on the acreage needed, the future use for the two new sites covered by the ERZ's, and the potential of the Downtown Infill projects providing tax funds which might be used for future business park land acquisition.

7. Manager's Report Economic Development Section December, 2010.
D.Barufaldi discussed the Manager's Report that was submitted to the Board members. He feels things have improved and access to credit has improved. The unemployment rate has moved up to 4.6% from 4.4%, which may be due to recent out of town lay offs and the end of holiday employment.

8. Monthly Financial Report:

- Month-End Report / Year-to-Date Report vs Budget.
D.Barufaldi discussed the financial report format worked out in a meeting with Dan Lynch that conforms with the approved DBIDA budget format.

Motion: P.Hamblett motioned to accept the financial report. P.Rinaldi seconded. Vote: Unanimous approval.

9. ADJOURN

Motion: S.Haddadin made the motion to adjourn the meeting at 5:50 pm. P.Rinaldi seconded. Vote: Unanimous approval.