



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, April 7, 2011**
 Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Matthew Sylvia, Sam Haddadin, Marc Weinstein, Steve Wyrsh, and Robert Paolini, Phil Rinaldi, Mike Joyal, City Manager

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

Members Not Present: Jack Mettee, Peter Hamblett (Vice Chair),

Others Present: Suzanne Brown (NHIAF), Michele Alexander (Recording Secretary)

Chair called the meeting to order at 4:32 pm.

1. Call to Order.

The Chair called for a roll call attendance.

2. Review and approval of the March 3, 2011 Board meeting Minutes.

Motion: S.Wyrsh motioned to approve the March 3, 2011 minutes. M.Sylvia seconded. Vote: Unanimous approval.

T.Dargan noted correction: Page two second line, his name is spelled incorrectly.

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.**

Motion: P.Rinaldi motioned to enter non-public session. S.Haddadin seconded. The Chair called a roll call vote. 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 third majority needed to pass.**

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

Motion: P.Rinaldi motioned to seal the minutes. M.Sylvia seconded. Vote: Unanimous approval.

5. Old Business:

- D.Barufaldi discussed the Ambassador Program. The rack card program has launched successfully with 1,800 cards distributed thus far. D.Barufaldi is currently developing performance metrics for program. A new ambassador travels to China frequently and may find investment opportunities for Dover from foreign investors there.
- Suzanne Brown, Director of NHIAF of North Conway, presented the Tuttle Farm status. Dennis McCan had reached out to S.Brown she said to discuss Tuttle Farm's future. S.Brown would like to pursue a for-profit agri-tourism business, to provide a cash basis for community based non-

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profit activities that could also be based at the site. S.Brown working with Landvest to negotiate the property deal. Tuttle Farm potentially could feed the entire City, if there were national security issues and food was unavailable. T.Dargan asked about food security. S.Haddadin is reading a book about effect of the rising oil prices on food security and noted locally produced food is critical. S. Wyrsh noted that grants are available for food security but it must be for critical need. S.Brown indicated Tuttle Farm is for sale for 3.2 million. S. Brown presented potential business development ideas in a powerpoint presentation: Product mix discussed for a national brand; create an experience when visitors come; e-commerce potential; vacation destination with agri-tourism offerings and events; local food marketed; local seafood offered; restaurant opportunity at barn; greenhouses will be rented this season by Wentworth Greenhouses; non-profit organizations with education, entertainment, farming, conservation, history, community/local economy; and exhibits. Value is in brand itself and commercial property. S.Brown would like to keep conserved property in Tuttle name. S.Brown discussed revenues and expenses. She explained ideas such as: 1632 Tuttle's Foundation can be established down the road to preserve other land for farming in the area, Tuttle's future can be as a food production center, distributing local foods out to consumers and restaurateurs, animals need to be brought back to Tuttle's for exhibit, create an on-site renewable energy showcase, produce Tuttle's brand ice cream, provide processing facilities for local meat and dairy producers, and offer a community garden on the property.

- Questions for S.Brown and comments: S. Myers asked if Bill Tuttle was planting this season. Brown notes he is leaning towards not planting. S. Myers noted that Wentworth should get the word out to the media regarding the greenhouse. Wentworth will be retailing out of Tuttle's. M.Sylvia asked about keeping land in Tuttle name causing difficulty down the road. S. Brown discussed deeded land with lease with Tuttle's as best option for keeping brand value.
- D.Barufaldi provided an update of the City Council presentation for next three years of funding DBIDA. Feedback was positive he noted. T.Dargan noted contract requires an Annual Performance Evaluation, and a sub-committee needs to be formed for this purpose. S.Wyrsh, T.Dargan, M.Weinstein and M.Joyal (not present) volunteered to conduct the Annual Review. S. Myers noted the value of DBIDA is clear to the Council.
- D.Barufaldi announced that the Land Use addendum of the Master Plan was approved by the Planning Board.

6. New Business:

- D.Barufaldi provided status of Surveys, Test Borings, and Geo-Technical Analysis and Phase I Environmental Testing for Downtown infill projects. The final report will be available in two weeks, and then the RFP process can begin for four properties. Potential developers will know what is underground at all locations studied: the 1st, 3rd, Orchard, and School Street parking lots. M.Sylvia asked if anything is raising a red flag. D.Barufaldi noted stratification and depth of bedrock indicates that pilings would need to be installed. S.Wyrsh asked if all the lots could potentially be developed. Barufaldi replied yes, and noted that in-fill development on the sites would include parking, residential units above, and commercial space on the bottom. Orchard Street is the largest lot and has the most potential. D.Barufaldi noted there are no height restrictions except for fire safety height restrictions.

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- D.Barufaldi discussed the Economic Action of Dover Quarterly Newspaper. 5,000 copies will be delivered starting next week. Sponsorship is going well, with costs covered. The newspaper will be a vehicle for getting updates out to the community on activities of DBIDA.
- D.Barufaldi discussed the Merchant Promotion Funding. City Manager requested D. Barufaldi asked for support of DBIDA for promotional activity. Dover Main Street will continue reinforcement after campaign is finished. Downtown merchants have had challenges with recession, snowstorms, and parking meters. Some businesses struggling with financing and credit. D.Barufaldi requests \$3,000 from DBIDA funds to support this promotion. S.Haddadin suggested free parking during campaign. B.Paolini asked what the ads would promote. D.Barufaldi replied the ads would run promoting downtown business. D.Barufaldi noted business retention is part of DBIDA contractual mission.

Motion: M.Sylvia motioned to accept the use of funds for this purpose. S.Haddadin seconded.
Vote: Unanimous approval.

7. D. Barufaldi provided a copy of the Manager’s Report Economic Development Section March, 2011.
8. D.Barufaldi provided brief overview of the Monthly Financial Report with the Month-End Report / Year-to-Date Report and lifetime Enterprise Park contribution to the General Fund offer debt service disseminated to members. Very positive results.

D.Barufaldi pointed out that we lost the part-time administrative assistant for DBIDA.

Mike Joyal joined the meeting.

Barufaldi noted the line item the \$3,000 for promotion will come from is consulting services.

D.Barufaldi pointed out a significant amount would be added to debt service amount.

Motion: P.Rinaldi motioned to accept the financial report as presented. B.Paolini seconded. **Vote:** Unanimous approval.

9. ADJOURN

Motion: P.Rinaldi made the motion to adjourn the meeting at 6:05 pm. S.Haddadin seconded. **Vote:** Unanimous approval.