



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, September 8, 2011**
 Meeting Time: **4:30 PM**

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

Ex Officio Members: Dean Trefethen, Mayor; Michael Joyal, City Manager; Dan Barufaldi, Economic
 Development Director

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

1. Call to Order.

Phil Rinaldi (Board Secretary, sitting in for Chairman Dargan) called the meeting to order at 4:35 pm.

Each member identified themselves for the record. The Chairman requested to first present the presentation ahead of other agenda items.

2. The Chairman turned the meeting over to D.Barufaldi for the presentation.

3. D.Barufaldi discussed the Request for Bid for the Mixed Use Development of 4 City Owned Parking Lots. Only one proposal was received from Michael P. Patenaude, President of River Valley Development Corporation. The board had asked for a Concept Presentation. Financials of the project will not be discussed at this meeting. October will have a non-public meeting to discuss the Financials of the project and the City's position.

4. T.Dargan replaced Phil Rinaldi as Chair at 4:40 pm.

5. T.Dargan proceeded to presentation at this time.

6. Michael Patenaude of River Valley Development Corporation was introduced and made a preliminary presentation to the board. Mr. Patenaude states he is looking for a partnership with the City at this time and has great ideas. He is looking for feedback from the City before they obtain many actual plans drafted.

The project includes the First Street, Third Street, and Orchard Street parking lots. Mr. Patenaude states his idea would include first bringing underway the Third Street lot which would be ideal for a parking garage and includes 300-350 parking spaces. The timeline for this project with City approval would be to have approvals within one year and parking garage completion within another 8 months to one year.

Attorney James Schulte summarized the project on behalf of Mr. Patenaude. The concept for First Street includes projected buildings to be built on the lots that consist of parking, commercial and residential

Document Created by: DBIDA Secretary	2011.09.08_BusinessIndustrialDevAuth.Agenda
Document Posted on: 09/08/2011	Page 1 of 7



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space. Residential townhouses would lie above commercial units, and include on-site parking. The proposed project would include riverfront enhancements, such as bars and restaurants using the scenic views as an attraction. The First Street building could be three to four stories in height, while the Orchard Street facility may be four or five stories tall as it is a bigger lot. Each unit would be designed to be consistent with the mill motif found throughout downtown, including masonry, windows and roofs that are consistent with the buildings currently standing in that area. The third lot Mr. Patenaude's is looking to purchase is located on Third Street, a site where they are looking to construct a multilevel parking garage.

Mr. Schulte discussed the parking component in regards to the City's contribution to the project including some allocation from the money generated from the meters to a future garage. Mr. Schulte feels the financing part might be easier if public bonding is involved, with the payment coming from the developer and the revenue from the parking garage, and not the City. Analysis still needs to be done on the Orchard Street site due to past environmental issues. There should not be much need for involvement from the Federal Government or Army Corp of Engineers as the site is on the upstream side of the river.

The Chair asked for questions from the Board.

Mr. Patenaude discussed traffic flow patterns. There were questions and discussions between the Board and Mr. Patenaude about the First Street and Third Street sites. Mr. Patenaude feels that the First Street site would be more practical for commercial/residential development rather than a parking garage

P.Rinaldi asked about building heights.

Mr. Patenaude stated that there would be between 4 or 5 stories on Orchard Street and between 3 to 4 stories on First Street. Third Street would be taller. These building heights are based on Engineering and setbacks.

S.Haddadin asked about the groundbreaking timeframe.

Mr. Patenaude stated he expects ground breaking within one year on the Third Street site following permitting approvals.

M.Weinstein asked if the garage would be privately owned and about the revenues from the parking meters. He also asked who is responsible for the maintenance costs of the garage.

Mr. Patenaude stated that depending on the City's commitment and financial involvement, funding, and revenue money from the meters would pay for the garage.

Document Created by: DBIDA Secretary	2011.09.08_BusinessIndustrialDevAuth.Agenda
Document Posted on: 09/08/2011	Page 2 of 7



CITY OF DOVER

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D.Barufaldi asked if the developers would be open to City professional inspection during construction.

Mr. Patenaude is open to that.

M.Joyal thanked Mr. Patenaude for responding to the bid proposal. The City was looking for a public/private partnership and Mr. Patenaude expressed that concept. In regards to public/private relationship, J.Schulte suggested it might be beneficial to have some public financing and and was asked if this was an essential part of the proposal.

Mr. Patenaude answered no, and explained that the financing costs of the construction might be better if public bonding is involved. Furthermore, this is not an essential part of the project but they would want/s the City's discussion on this. If the City can borrow money cheaper than the developer can, it would be advantageous and reinvest the funds back into the city. The expectation is that revenue from the facility would pay the cost of the bond and should not cost the city any money out of pocket. It is up to the best available financing and worth looking into.

M.Joyal asked about the townhouses and if they would be rental units or sold.

Mr. Patenaude stated some would be sold and some would be retained for rental units. The developers hope is that with the rising cost of fuel it would be economical to live close to the downtown for those who work here.

The Chair recognized members of the Parking Commission and asked if there were any questions for the developer.

Otis Perry, of the Parking Commission, asked about replacing lots lost and are additional spaces for the new building being constructed. He also asked if any research has been done regarding resident parking and the parking garage.

Mr. Patenaude wants to have enough parking on site for residents who reside there. Other parking for commercial spaces would be a mix of onsite and at the parking garage.

Jack Buckley, a member of the Parking Commission, asked how Mr. Patenaude plans to accommodate the merchants on the northern end of the city, as his plans to build on the two parking lots in that area would mean their customers would need to seek alternative parking.



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There were additional discussion between Mr. Patenaude and the board regarding overflow and additional spaces. The developer anticipates building additional parking in the First Street and Orchard Street buildings over and above the internal needs of the buildings and up to 350 spaces in the parking garage. Total incremental parking will be built as needed and is expected to approximate 120-150 incremental spaces, but dependent on engineering considerations on site.

Tony McManus is willing to cooperate with the developer, engineers, the City and the Commission.

D.Barufaldi thanked Mr. Patenaude on the project submitted.

M.Joyal stated there was only one proposal submitted and asked the board to recommend to the City Council should the board approve. The plan would also have to go to the Parking Commission for recommendation.prior to City Council review and approval.

M.Joyal needs to report back to City Counsel within 2 months. Presentation was terminated.

7. Review and approval of the July 14, 2011 and August 11, 2011 minutes.

Motion: S.Wyrsh motioned to approve the July 14, 2011 and August 11, 2011 minutes. Seconded by R.Paolini. Vote: U/A

8. 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.**

*Welcome to Mayor D.Trefethen was extended by the Chair and echoe'd by all Board members.
 Mayor Trefethen replaces Former Mayor Scott Myers.*

Motion: P. Rinaldi motioned to return to public session. S.Haddadin seconded. The Chair called a roll call vote. Vote: U/A

9. **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.**

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. S.Haddadin seconded. Vote: U/A

Document Created by: DBIDA Secretary	2011.09.08_BusinessIndustrialDevAuth.Agenda
Document Posted on: 09/08/2011	Page 4 of 7



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S. Wyrsh left the meeting and a quorum was retained..

10. Old Business

D. Barufaldi gave updates on Old Business.

- Skyhaven Airport Marketing moving forward next Monday. Subcommittee formed.
- Ambassador Program – Routine Progress, New format for the program.
- Tuttle Farm Status Report – Investment packages being put together. Butters Farms to handle the management of non-farm operations
- Next Three Year Funding/Annual Performance Evaluation/Compensation

11. New Business

- Economic Action of Dover Quarter 3 Newspaper – available on the table
- Parking/Merchant Promotion Status: Program underway, getting radio spots in and invoices generated. Being chaired between DBIDA, Parking Commission and Chamber.
- CEDS/Strafford Reg. Planning: Final Report submitted and waiting for response from EBA on Grant application.

12. Manager's Report

- Economic Development Section dated August, 2011 is included in the Board packets

13. DBIDA Month End & YTD Financial Report

D. Barufaldi presented the month end financial report with no anomalies.

Chair T. Dargan motioned to accept the month end financial report.

Motion: R. Paolini motioned to accept the month end financial report as presented. Seconded by M. Sylvia.
Vote: U/A.

14. DBIDA 2012 Draft Budget

D. Barufaldi went over the Draft Budget for 2012. A Board approval vote was requested.

Document Created by: DBIDA Secretary	2011.09.08_BusinessIndustrialDevAuth.Agenda
Document Posted on: 09/08/2011	Page 5 of 7



CITY OF DOVER

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The Chair requested a motion to accept the budget for 2012.

Motion: R. Paolini motioned to accept the 2012 budget. Seconded by P.Rinaldi. Vote: U/A

The Chair is adding on one item which is not on the agenda which just came into the committee today.

15. Exclusive Listing Agreement for Enterprise Park

D.Barufaldi presented to the board the Exclusive Listing Agreement Extension for David Choate to have him represent the City as exclusive realtor for Enterprise Park DBIDA/City-owned properties. (D.Barufaldi has the letter) D.Barufaldi recommends Mr. Choate and listed his accomplishments. Mr. Choate also runs the Seacoast CIBOR Meeting for leads and he is with Grubb & Ellis Northern N.E.

The Chair requested a motion to extend the Exclusive Listing Agreement extension for Enterprise Park with Grubb & Ellis Northern N.E. which expires on September 17, 2012.

Motion: R.Paolini motioned to accept the extension of the Exclusive Listing Agreement as presented. S.Haddadin seconded. Vote: U/A.

M.Sylvia had additional questions on the presentation from Mr. Patenaude. Discussion from the board ensued about additional information still forthcoming and the board has additional questions and work to do before any decisions are made.

D.Barufaldi stated that Mr. Patenaude will be invited back to the October meeting.

S.Haddadin commented on feedback.

R.Paolini requested a meeting with the board before Mr. Patenaude is invited back.

M.Joyal states the process would be the City Council will have the final say if the City will proceed on the project. He further states that the Council only wants exploration at this time and is not ready for a commitment.

There were group discussions with board members regarding the actual bid request, the presentation of the parking garage proposal, the developers, the financial resources, and the specific details of the plan. The October meeting would have an initial public presentation, conceptual details, including parking commission and board details.

M.Joyal would recommend to the City Council the interest of DBIDA in working on the project, negotiating, and details.

D. Barufaldi states that Jack Mettee is available on a volunteer basis to work with DBIDA.

Document Created by: DBIDA Secretary	2011.09.08_BusinessIndustrialDevAuth.Agenda
Document Posted on: 09/08/2011	Page 6 of 7



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S.Haddadin wants to see deadlines included in any agreement.

The Chair states any information regarding the project should be channeled through D. Barufaldi as soon as possible for review.

The Chair requested a motion to adjourn.

Motion: S.Haddadin motioned to adjourn the meeting at 5:59 pm. M.Sylvia seconded. Vote: U/A

DRAFT