



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, October 6, 2011**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Peter Hamblett, Vice Chair, Jack Mettee, Sam Haddadin, Phil Rinaldi, Robert Paolini.

Ex Officio Members: Dean Trefethen, Mayor; Dan Barufaldi, Economic Development Director

Members Not Present: Michael Joyal, Dan Lynch, Matthew Sylvia, Steve Wyrsh, Marc Weinstein

1. Call to Order.

Chair T.Dargan called the meeting to order at 4:37 pm.

Each member identified themselves for the record. The Chair welcomed members of the Parking Commission as well as members from City Council.

2. Review and approval of the September 8, 2011 Board meeting Minutes.

Motion: P.Rinaldi motioned to approve the September 8, 2011 minutes. Seconded by S.Haddadin
Vote: U/A.

J.Mettee joined the meeting at 4:45pm.

3. Enter non-public session pursuant to RSA 91-A for the purpose of the acquisition, sale, or lease of real or personal property.
4. Return to public session. Vote to seal the non-public session meeting Minutes because failure to do so would render the proposed action(s) ineffective.

Motion: R.Paolini motioned to seal the minutes. Seconded by P.Rinaldi. Vote: U/A

5. OLD BUSINESS: Due to time restraints of the meeting, this was not discussed and postponed until the next regular monthly meeting.

- Tuttle Farm status
- Skyhaven Airport marketing
- Parking/Merchant Promo Program Status
- Tourism Stakeholders Meeting

6. NEW BUSINESS: Due to time restraints of the meeting, this was not discussed and postponed until the next regular monthly meeting.

- Downtown Infill Projects Status



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- Business/Education Partnership Initiative
- Q1 Economic Action of Dover & Future advertising opportunities.
- DBIDA AD's and listings placements.

7. Manager's Report, Economic Development Section September, 2011 is included in the Board Packets. Due to time restraints of the meeting, this was not discussed and postponed until the next regular monthly meeting.
8. Monthly Financial Report:
- Month-End Report/ Year-to-Date Report vs. Budget.

D.Barufaldi made a correction to the 2012 budget that the board approved. He stated it was before his compensation was defined; therefore the Budget sheet as of September 30, 2011 has the Regular Salaried Employees budget as \$90,000 listed. This will be amended on the next report. He also discussed listings for advertising for City of Dover, upcoming trade show expenses and relocation groups for the City. The advertising money has seen favorable results with articles in several publications locally and nationally about the City of Dover.

The Chair asked about hiring a consultant for the parking garage project and if the DBIDA had the money in the budget for the consultant. D.Barufaldi responded that some limited amount of money could be made available for that purpose.

D.Barufaldi responded that if the parking garage project were to move forward, he would like to start a skill-set sub-committee similar to the waterfront project.

Motion: J.Mettee motioned to accept the month end financial report as presented. P.Rinaldi seconded.
Vote: U/A.

D.Barufaldi, at the suggestion of the Chair, postponed the remaining agenda until next month.

J.Mettee suggested a special (non-public) meeting for the board to discuss the parking garage project.

A special DBIDA workshop was scheduled for Thursday, October 13, 2011 at 4:30 pm.

Motion: P.Rinaldi motioned to adjourn at 6:30 pm. Seconded by S.Haddadin.

Vote: U/A.