



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, February 2, 2012**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Sam Haddadin, Matthew Sylvia, Peter Hamblett, Marc Weinstein,

Ex Officio Members: Dan Barufaldi, Economic Development Director; Mike Joyal, City Manager;

Members Not Present: Jack Mettee, Phil Rinaldi, Robert Paolini, Steve Wyrsh, Dean Trefethen, Mayor.

1. The Chair called the meeting to order at 4:38pm
2. The Chair called for roll call attendance. The Chair welcomed David Choate of Grubb & Ellis.
3. Review and approval of the January 5, 2012 Board meeting Minutes.

Motion: Motioned by M.Sylvia to approve the January 5, 2012 minutes as corrected. Seconded by S.Haddadin. Vote: U/A.

4. **Enter non-public session** pursuant to RSA 91-A:3 II(b) for the purpose of the acquisition, sale, or lease of real or personal property.

The Chair requested a roll call vote. Vote: U/A

5. **Return to public session.**

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

Motion: S.Haddadin motioned to seal the minutes. Seconded by M.Sylvia. Vote: U/A.

7. **OLD BUSINESS:**

- **Infill Parking Lots Process/Progress:** The Board does not recommend the current RVD proposal. A letter was submitted to the Editor at Foster’s explaining the DBIDA Board position, and that the board did not put down the development, but simply was not recommending that specific proposal. That letter was published. Progress update as of February 2nd: the Parking Commission will be reviewing the same proposal at their next meeting. On March 7, 2012, a presentation by DBIDA, The Parking Commission, and the developer RVD will be made to the City Council – who will make a decision on that proposal.
- **Education/Business Connect Group** continues to meet on a monthly basis. The group has grown with approximately 8 businesses involved and committed to the program. This group is well received in local business and in local educational communities and there is



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a lot of communications, including salary discussions. For example, the computer program at CTC (Career Technical Center) was thought to be a cycle behind – and the idea that a CTC, IT graduate salary was limited at approximately \$35,000 per year for 5 years, this is not true. The salary is closer to \$50k-\$75k per year after one year of experience. The idea is to sync the educational output with the business needs. As the number of business people grow, the educational system (high school system and career technical center), and local businesses will retain the students here even after students graduate and go off to college, they should return to the local area. Many local educational leaders attend these meetings including The Superintendent of Schools, the Virtual Learning Manager, the Curriculum Manager, and Jim O’Meara of the CTC.

- Tourism and Stakeholders Group – This group is meeting on a regular basis and preparing calendars and synchronizing events. The Chamber, several hotel groups, the Recreation Department, The Children’s Museum and the Woodman Institute are committed. The Land, Sea and Space Museum are also getting involved.
- The New Skyhaven Airport brochure, and rack card are finished. This literature was paid for by the Pease International Tradeport. It outlines the benefits of the airport but also things that go on in the local community (local restaurants, hotels, etc.) that the airport serves. Transportation is available to local hotels so as pilots and business people arrive at the airport, they call the number listed and roundtrip transportation is arranged.
- Tuttle Farm Status Report – We are working with an agent from LandVest (Mr. Gregg) and a Mr. O’Shaughnessy, who has an interest in the property. Mr. O’Shaughnessy is an x-farmer and investor. He wants to bring some farming to the property but he wants to outsource everything else including the store, nursery, and bring in The Meathouse from Portsmouth and possibly Shain’s of Maine ice cream. This interest is additional to the previous interest in the property.
- Dover Tech Status Report – This is on hold currently. Due to huge budget cuts and the economic times, most Maine Universities and Colleges are going through changes including personnel.

8. NEW BUSINESS:

- Q2-4, 2012 Economic Action of Dover & Future advertising opportunities: Advertising and ad listings in site selection magazines. Still waiting for the new Chamber maps which include the new ad to arrive.



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The Economic Action of Dover Quarterly Newspaper - Quarters 2-4 are still available for advertising for the back page. Any interested parties should see D.Barufaldi. S.Haddadin asked about the deadline for the first quarter ad, and will be presenting his materials shortly.

- Enterprise Park II Discussion: There has been a fair amount of interest at the City Council level in the Enterprise Park II discussions with a land search and moving ahead and acquiring land. D.Barufaldi attended a City Council Goals and Objectives Meeting, and the Enterprise Park II was brought up. There is support for the park if land is found. The City has in the past looked at property on Mast Road and the Weeden property. However, there is current interest and a deposit on the Weeden property by Albion so we will be looking for other park size parcels to explore.
- D.Barufaldi attended the Tri-Chamber Legislative reception this week. It was a worth while meeting. Most City Council members attended, along with State Legislators and representatives from Kelly Ayotte's office (including Nina Foley and Sue Terzakis). The EPA wastewater mandate was discussed and they are on top of the EPA/DES mandate for nitrogen in Great Bay and the serious costs and economic development negatives involved for municipalities on the estuary. Sue Terzakis is willing to help with Alan Brigham of EDA to see what grants might be available to Dover for development projects as well.
- It was suggested that DBIDA needs its own website and online access. We are investigating with our IT people and searching development opportunities for site locators. We were told that the City website is too difficult to maneuver through to find DBIDA information

S.Haddadin mentioned a free Google listing which would link to a website.

D.Barufaldi also mentioned a BizBlast type outreach program, and is working along with Doug Dede and Mike Gillis to get information out to businesses and e-type outreach lists, efficiently and inexpensively.

Budgeted consulting and advertising monies will be expended this Summer and Fall for advertising and trade-show expenses and our own website.

9. Manager's Report: Economic Development Section - January, 2012

10. Monthly Financial Report:



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- Month-End Report/ Year-to-Date Report vs. Budget. Accepted with no anomalies, but since Pete Hamblett had to leave, a quorum did not exist for a vote. This will be done at the next meeting.

Motion to Adjourn at 6:43 pm by M.Sylvia. Seconded by S.Haddadin. Vote: U/A

DRAFT