



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Chambers Conference Room – City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, December 1, 2011**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Phil Rinaldi, Matthew Sylvia, Dean Trefethen, Mayor;
Peter Hamblett, Jack Mettee,

Ex Officio Members: Dan Barufaldi, Economic Development Director

Members Not Present: Mike Joyal, City Manager; Sam Haddadin, Marc Weinstein, Steve Wyrsh.

1. The Chair called the meeting to order at 4:32 pm.
2. The Chair called for roll call attendance. The Chair welcomed David Choate of Grubb & Ellis.
3. Review and approval of the November 3 & 17, 2011 Board meeting Minutes.

Motion: Motioned by P.Rinaldi to approve the November 3, 2011 minutes. Seconded by P.Hamblett. Vote: U/A

Motion: Motioned by P.Hamblett to approve the November 13, 2011 minutes. Seconded by P.Rinaldi. 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: P.Hamblett motioned to seal the minutes. Seconded by M.Sylvia. Vote: U/A.

7. OLD BUSINESS:

- Tuttle Farm status - Not a lot happening. Butters Fine Foods met the needs of the investors and they are now in negotiations with the Tuttle. The NH Institute of Agriculture & Forestry, lined up four farmers for the coming season. The farm operations are in place and they expect crops next year.
- Skyhaven Airport marketing – The Dover City Manager appointed D.Barufaldi to the Skyhaven Airport Advisory Committee. Skyhaven is owned and operated by Pease Development, but lacks marketing. D. Barufaldi is in the process of having a rack card and tri-fold designed and printed. Skyhaven Airport services Rochester, Dover, and Somersworth. There has been no marketing for the airport itself. We are waiting on Pease approval on the rack card. There will be approximately 2,000 cards printed. Pease Development Authority will pay the expense. There is a flight school and aerotech service



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capabilities at Skyhaven. There are various high-tech companies in the Dover/Rochester/Somersworth area that depend on parts that could take days or weeks to ship in resulting in down time. The Airport could be used to expedite and there are discussions to ship parts within 2 hours to companies around the airport in the three communities, a tool to sell properties in the area. LaFrance Hospitality has agreed to, run a free shuttle from airport to local Dover hotels for executives and professionals.

- EDA Meeting - There was a meeting this past week with representatives from Jean Shaheen's office, Frank Guinta's office, Kelly Ayotte's office, EDA Northeast Regional Administrator with (T.Dargan, Mayor D.Trefethen, C.Parker, and D.Barufaldi). The EDA has grant money available. DBIDA is trying to see if they can access some of this money. The meeting turned out well and upcoming one-on-one meetings with congressional units are being scheduled to get EDA money more available to Dover. They learned what Dover is trying to do as far as development – good investment in time for Dover.
- T.Dargan stated they don't support retail development, but they support manufacturing. They have mixed feelings about parking developments.
- D.Barufaldi stated we are targeting advanced manufacturing, especially including it in the Mills. They are also interested in a manufacturing project in the Mast Rd area. The EDA is interested.

8. NEW BUSINESS:

- The Business/Education Partnership Initiative first meeting was held. For the purpose of getting an educational system aligned with business needs particularly in math and hard sciences to get output synced together with business requirements. Bring in the working techs as adjunct teachers to add to classroom, also professors from UNH for example. Dialogue is needed to cross communicate what training and development is needed. To get these skills off-shore is expensive (travel, visa requirements, churning of people, cultural differences, breaking up families). Career tech centers and colleges should be brought together with businesses to provide better opportunity for local students/ graduates. The committee has an virtual education system rep; Jeff Tirone, who heads up the virtual learning Center for the system and supports the concept, as well as Jim Amara, the Director of Career Technical Center. The Superintendent, and Jim Aamara from CTC attend the monthly meetings. Scott Johnson, CEO of Computer Retail Solutions was brought in this time as one business representative very interested in the concept for his business. One meeting per month is scheduled.
- Q1, 2012 Economic Action of Dover & Future newspaper has advertising opportunities. Sam Haddadin took the first quarter 2012 to advertise on the entire back cover. The cost is \$1200, which is an exclusive ad (includes design layout and transport) – no expense to the City. Encourage others to advertise as well.
- DBIDA AD's and listings placements:



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- Line item should really be labeled marketing instead of line advertising – D.Barufaldi wants to do a DVD production which would look like our brochure but in DVD format. He also needs to put together display graphics. DBIDA needs to look professional at trade shows. DBIDA has the background and the frame, but needs to produce display graphics. In addition, he would also like to put together one or two DBIDA ads – if we have a finished ad ready for placement when opportunities arise, it is less expensive redesigning several times.
- Advertisement vs. unemployment – is part of growth pattern in Dover. Dover is looking for commercial property. Building another business park in the near future is needed to continue business growth as commercial land availability is quickly being used up. In another year, bond funding will end at Enterprise Park, and D.Barufaldi would like to see the Enterprise success repeated. He feels we could use TIF the next time around. The last time it was not politically possible. Looking for market and site feasibility is needed. D.Barufaldi suggested a draft program to present at the next meeting. A consultant could be considered re a site search.
- T.Dargan is concerned about taking on too much. A subcommittee for infill and another for site selection may not be the right direction.

J.Mettee encourages D.Barufaldi to come up with a plan.

P.Hamblett asked what did we learn from the last project; get people together, find hot spots, who is opposed, and do it gradually. (The grassroots are – The Chamber, The Elks, and other civic organizations.)

9. Manager's Report: Economic Development Section October, 2011.

10. Monthly Financial Report:

Advertising line item is a misnomer, it also includes marketing monies.

Motion: Motion by P.Hamblett to accept the Month-End Report/Year-to-Date Report.
Seconded by: J.Mettee. Vote: U/A

Motion to Adjourn at 5:47 pm by J.Mettee. Seconded by M.Sylvia. Vote: U/A