



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, November, 3, 2011**
Meeting Time: **4:30 PM**

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

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

Members Not Present: Robert Paolini, Steve Wyrsh

1. The Chair called the meeting to order at 4:35 pm.
2. The Chair called for roll call attendance. The Chair welcomed Dave Choate of Grubb & Ellis and Chris Parker, Director Planning & Community Development.

M.Joyal joined the meeting at 4:38 pm.

3. Review and approval of the October 6 & 13, 2011 Board meeting Minutes as amended.

Motion: Motioned by P.Rinaldi to approve the October 6, 2011 minutes. Seconded by P.Hamblett
Vote: U/A

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

4. Enter non-public session pursuant to RSA 91-A 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. Vote to seal the non-public session meeting minutes because failure to do so would render the proposed action(s) ineffective.
6. The Chair requested a motion to seal the minutes because divulgence would “render the proposed action ineffective”.

Motion: Motioned by P.Hamblett to seal the minutes. Seconded by P.Rinaldi. Vote: U/A.

7. OLD BUSINESS:

- Tuttle Farm status – Butters Fine Foods to take over the management of the non-farm activities at the Tuttle Farm. Two investors are on board. The Butters are putting together a business plan. The Tuttle’s have reduced the price and are attempting to remove the Tuttle’s residence from the property sale.



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- Skyhaven Airport marketing – after 6 months, with no content from Rochester and Somersworth we are keeping the commitment to get the brochure and rack card produced with \$2,000 DBIDA money. LaFrance Hospitality will do a shuttle to hotels from the airport.
- The Parking/Merchant Promo Program Status – wrapped up @ Ross Furniture along with Main Street and Chamber of Commerce. Parking issues still “hot”. Some good feedback about parking meters. DBIDA and Parking Commission share has spent about ½ of the \$3000. (\$1431 spent plus one outstanding invoice.)
- Tourism Stakeholders Meeting – moving forward. Hotels, restaurants, the Children’s Museum, The Woodman, swim meets and hockey events all jelling and the Chamber and Dover Main Street are all on board.

8. NEW BUSINESS:

- Business/Education Partnership Initiative
- Q1, 2012 Economic Action of Dover & Future advertising opportunities.
- DBIDA AD’s and listings placements.

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

10. Monthly Financial Report:

- Month-End Report/ Year-to-Date Report vs. Budget.
D.Barufaldi discussed the Enterprise Park tax revenue less the bond funding financial report. There was a net \$289,000 gain to the general fund in 2010. In 2011 the net gain of \$311,000.
- D.Barufaldi showed articles, listing ads in GCX Global where relocation sites use; also in Business NH, Trade and Industry Development, including local press.

Motion: Motion by P.Hamblett to accept the Month-End Report/Year-to-Date Report vs. Budget.
Seconded by: S.Haddadin. Vote: U/A

Vice Chair P. Hamblett stepped in for Chair Dargan at 5:53 pm. *Chair Dargan left the meeting.*

There is a meeting on Monday, November 28th – with Alan Brigham @ Frank Guinta’s office – looking to get grant money (EDA money).

There will be a special DBIDA (non-public session) on Thursday, November 17, 2011 at 4:00 pm. in the 2nd Floor Conference Room – City Hall for another River Valley Development presentation.

Motion to Adjourn at 5:59 pm by P.Rinaldi. Seconded by P.Hamblett. Vote: U/A