



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Business and Industrial Development Authority
Meeting Location: Second Floor Conference Room – City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, May 2, 2013**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Pete Hamblett, Phil Rinaldi, Jack Mettee, Matt Sylvia, Annette Studebaker, Sam Haddadin.

Ex Officio Members: Dan Barufaldi, Economic Development Director; J. Michael Joyal, City Manager.

Members Not Present: Robert Paolini, Steve Wyrsh, Dean Trefethen, Mayor.

Guests Present: Scott Johnson, President of Certified Retail Solutions, Inc.

1. The Chair called the meeting to order at 4:32 pm.

The Chair called for a roll call attendance. The Chair introduced Scott Johnson as a prospective board member.

J. Michael Joyal arrived at 4:34 pm. A. Studebaker arrived at 4:36 pm.

2. Review and approval of the April 4, 2013 meeting Minutes.

Motion: P. Rinaldi motioned to approve the April 4, 2013 meeting minutes. Seconded by M. Sylvia. Vote: U/A.

3. Entered 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.**

Motion: P. Hamblett motioned to enter non-public session. Seconded by S. Haddadin. Roll Call Vote: U/A.

- Company Contacts Status Report.
- Properties Review
- Company Presentation & Presentation Feedback/ Lease to Buy

4. Return to public session. 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 P. Rinaldi. Vote: U/A.

5. OLD BUSINESS:

- Infill Project/ First Street Proposal Status Report/ School Street



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Negotiations for the First Street Infill Project are happening and on track with the developers for the two buildings. A few minor details are being worked out including impact fees which are being negotiated.

T.Dargan asked if there is a deadline for negotiations.

J. Michael Joyal stated that negotiations are moving along, they are fruitful, and that the details are minor.

- Education/Business Connect Group

The Education/Business Connect committee is moving along nicely. Annette Studebaker and Scott Johnson have been going to the school almost daily. The first year intern program is coming to a successful conclusion. The companies are happy with the kids and the kids are joining the companies at the terms end. There is a waiting list at the school. Companies are gearing up for the next go around and there is an interest in getting more businesses involved. A presentation by Annette Studebaker, Scott Johnson and Dan Barufaldi was made at the Rotary Club of Dover to ask their business members to participate. VXi is interested; the committee is still looking for more interested businesses.

- Tourism Stakeholders Group

The Tourism Stakeholders Group is meeting monthly. There is a coordination of activities with the hotel group, the museums, the recreation department and the Chamber. The hotel group is doing very well with the USS Miami investigative teams in town. The group is putting packages together and the Days Inn may consider an expansion. The Recreation Department is helping coordinating with swim meets and hockey tournaments and it brings in about \$300,000 into the community on each occasion. A year round aquatic center would help.

- Meeting with Scott Johnson & Follow Up

D.Barufaldi and T.Dargan have met with Scott Johnson. He is excited to become a DBIDA board member and is attending today as a guest. The nomination process is next and the board looks forward to welcoming him to the board.

NEW BUSINESS:

- Seacoast Regional Promotion Progress Report

Dover is now part of the seacoast group with Portsmouth, Somersworth and Rochester. DRED has tried to facilitate that. Agreements are being made that there will be no poaching across the lines from town to town and we can probably do a better job attracting company vendors to supply SAFRAN or Albany International to our region by doing it together. We can do a better job by coordinating efforts.



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- Regional Promotion/ Advanced Manufacturing/Aerospace NHADEC meeting EPTAM Plastics Northfield, NH

D.Barufaldi is now part of the Advanced Manufacturing aerospace group that DRED has hired a consultant to do, which is the NHADEC. He attended his second meeting at Eptam Plastics which is gaining momentum. We really want to get advanced manufacturing and aerospace technology company clusters in and around this area.

HOLASE LLC City test projects update

HOLASE, LLC has now put LED lamps on the parking meters. The next step would be to put some street lighting on the community trail and traffic lighting at the Liberty North fire station at that intersection.

- City Lights Committee Meeting

D.Barufaldi met with the City Lights Committee at their first meeting of the year. They have applied to the Chamber of Commerce to be an official member and be regulated by the Chamber rules and bylaws. Barufaldi suggested the committee look into LED lighting for the future and to buy local. (HOLASE)

P.Rinaldi commented that the Lights Committee wants to change its name so it is not confused with the “City”.

T.Dargan thanked the DBIDA Board members who attended last week’s Planning & Zoning Land Use Summit. (Matt Sylvia, Annette Studebaker, Sam Haddadin, Tim Dargan, Dan Barufaldi attended.)

D.Barufaldi, C.Parker and the City Manager J.M.Joyal met with the Economic Development Advisory group from Peabody, Mass. There were 11 attendees including the new Mayor, their Planning Director and other city officials. The group came to see what Dover has done right. Peabody is a city of about 50,000 and they have a new Mayor who wants to get Peabody moving in the right direction. They discussed the Master Planning, evolutionary history of the city, and economic development was discussed. C.Parker and D.Barufaldi then toured the city including Enterprise Park. The group was extremely grateful and felt it was a great meeting. D.Barufaldi showed board members the packet that was presented to the City of Peabody with DBIDA materials on one side and planning materials including stats on the other side.

Next week, D.Barufaldi will be meeting with John Nyhan, who is an economic development leader from Hampton Beach. He is the person that was responsible for the \$18 million overhaul of the beach including the hat shell and the bathhouses. He likes what is going on in Dover and wants to meet with D. Barufaldi to discuss how Dover did it.



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1. Manager's Report, Economic Development Section April, 2013 – a copy presented to board members who can read at their leisure.
2. Monthly Financial Report: April, 2013 Month-End Report/Year-to-Date Report vs. Budget **VOTE**.

D.Barufaldi commented that the City of Opportunity brochure will have some changes made to it. Eleven or twelve pages will be updated and reprinted, and D.Barufaldi is trying to keep the costs to a minimum. One of the photos will be updated to include C & J Transportation.

Motion: P.Hamblett motioned to accept the April 2013 Financial Report. Seconded by J.Mettee. Vote: U/A.

3. ADJOURN: **VOTE**

Motion: S.Haddadin motioned to adjourn at 5:35 p.m. Seconded by A.Studebaker. Vote: U/A. 5:35 pm