



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, September 5, 2013**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Phil Rinaldi, Bob Paolini, Bill Rogers, Scott Johnson, Annette Studebaker, Pete Hamblett, Sam Haddadin, Jack Mettee

Ex Officio Members: Dan Barufaldi, Economic Development Director

Members Not Present: J. Michael Joyal, City Manager; Dean Trefethen, Mayor, Steve Wyrsh, Matt Sylvia

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

The Chair called for a roll call attendance.

2. Review and approval of the August 8, 2013 meeting Minutes.

B.Rogers mentioned a correction on page 3, 4th bullet point to change S.Rogers to S.Johnson .

Motion: P.Hamblett motioned to approve the August 8, 2013 meeting minutes as amended. Seconded by S.Haddadin. 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.Rinaldi made the motion to enter non-public session. Seconded by P.Hamblett.
Roll Call Vote: U/A

- Company Contacts Status Report
- Properties Review

4. **Return to public session.** The Chair requested a motion to seal the minutes because divulgence would “render the proposed action ineffective”.

Motion: J.Mettee motioned to seal the minutes. Seconded by S.Haddadin. Roll Call Vote: U/A

5. OLD BUSINESS:

- Infill Project/ First Street Proposal Status Report

D.Barufaldi stated that they are currently awaiting completion of phase II environmental. Expectations after the preliminary results will be a \$30,000 cost for petroleum hot spot removal and we have \$100,000.00 contingency in the deal. They will probably see groundbreaking in the spring for phase 1 and within two years we will have phase II. It will be two, four- to - five story buildings on the property.

- Education/Business Connect Committee



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A.Studebaker gave an update and stated that they have a meeting tomorrow to play catch up with the website that will hopefully be ready to launch in a couple of weeks and the video has been completed for her company.

S.Johnson mentioned the intern students had videos completed and will receive credit for a certain amount of time to develop the website. A.Studebaker stated they also met with the new director of CTC. D.Barufaldi thanked the members for their continued tenacious pursuit.

- Tourism Stakeholders Group

D.Barufaldi mentioned that Justine Roberts has left the Children's Museum and Jane Bard will be interim Operations Director. Tourism group meets monthly. He mentioned the participating groups that meet and help with the event calendars.

- Armory Sale Status

D.Barufaldi announced the sale of the Armory and the sale is imminent. It will come in within the parameters requested by City Council and will have the purchase and sales agreement reviewed and upon its completion will bring to Council for a vote and their approval and would expect to close on or before October 15, 2013.

6. NEW BUSINESS:

- Three Year DBIDA Budget Discussion / September 4 City Council Workshop Presentation

The budget proposal for FY2015-2017 is in the packets for their review and approval. They can vote on it now or at a later date. Discussion ensued regarding the equipment fund and the budget proposal.

Motion: P.Hamblett made the motion to accept the budget projections. Seconded by S.Haddadin. Vote: U/A

- Brochure Update & Video Discussion

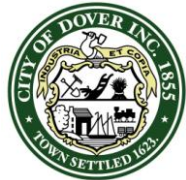
D.Barufaldi mentioned that they are delaying the update of the "City of Opportunity" brochure until after the election of the new Mayor.

- IEDC Presentation Philadelphia October 7, 2013

D.Barufaldi stated that he is attending the IEDC /Annual Convention on October 6 – 8th and will be presenting on October 7th.

- Enterprise Park II

D.Barufaldi stated that they are continuing to look at options being considered. Enterprise Park I is very successful and it has brought in 2.4 million dollars in taxes and during its life net after bond funding. It has now a tax pull off per year of \$497,000. It has done well for the City and he would like to replicate that with Enterprise Park II.



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- Appointment as Dover rep to NH Transit Rail Commission

D.Barufaldi noted that he was asked to accept an appointment as the Dover representative and with the Board approval, he accepted. He stated that he is on the Northern NE Passenger Rail Authority Station Advisory Committee and this would be a nice tie-in to that appointment.

- Enterprise Park Exclusive Listing Agent Extension Renewal Agreement

D.Barufaldi announced that D.Choate has presented them with the Enterprise Park renewal agreement for the Chair to sign. T.Dargan stated that he strongly recommends D.Choate. He has done a great job with marketing Enterprise Park. D.Barufaldi agreed.

Motion: B.Paolini made the motion to renew the agreement. Seconded by A.Studebaker. Vote: U/A

- Spaulding Exit 10 ramifications

D.Barufaldi stated that the Strafford Regional Planning Commission, along with Senator Waters initiated a push for Exit 10 being implemented on the Spaulding Turnpike. A plan was shown. Dover was initially against this about 10 years ago. He stated that he continues not to support this being implemented. It will redirect traffic from our merchants. Discussion continued. The sense of the group was that they would not support Exit 10.

- FY 2014-2017 Budget proposal

D.Barufaldi announced that along with T.Dargan he will be presenting the three year bottom line proposal for funding at the workshop with City Council on September 18, 2013 at the workshop. It will then go to another meeting on September 25th for a vote. T.Dargan added that both City council meetings would be a good thing for the members to attend.

7. Manager's Report, Economic Development Section, August 2013

D.Barufaldi provided a copy of the Manager's Report, Economic Development Section in the packets to be reviewed. Dover unemployment is now 4.1%, 1% lower than a year ago at this time.

8. Monthly Financial Report: August, 2013 & Month-End Report/Year-End Report vs. Budget.

D.Barufaldi stated that there are no anomalies. The membership dues and travel line items were briefly discussed.

Motion: J.Mettee motioned to accept the year-end report (unaudited)/ending June 2013 -Financial Report.
Seconded by P.Rinaldi. Vote: U/A.

9. ADJOURN:

Motion: S.Haddadin motioned to adjourn at 5:43 p.m. Seconded by P.Hamblett. Vote: U/A.