



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, November 7, 2013**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Peter Hamblett, Scott Johnson, Jack Mettee, Bob Paolini, Matt Sylvia, Annette Studebaker.

Ex Officio Member: Dan Barufaldi, Economic Development Director

Ex Officio Member Not Present: J. Michael Joyal, City Manager

Members Not Present: Bill Rogers, Sam Haddadin, Steve Wyrsh, Phil Rinaldi

Dave Choate, Colliers International, was present for the attendance roll call, reading of the Minutes from the previous meeting and the non-public session.

Audio recording was not operated properly at the beginning of the meeting.

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

The Chair called for a roll call attendance.

2. Review and approval of the October 3, 2013 meeting minutes.

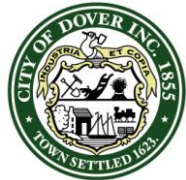
T.Dargan mentioned an amendment to page 2, New Business, 2nd bullet. He stated it should read “A request was made for a **renewal** of a 3-year contract for DBIDA with the city.”

Motion: A.Studebaker made the motion to approve the October 3, 2013 meeting minutes as amended.
Seconded by P.Hamblett. 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.

Motion: B.Paolini made the motion to enter non-public session. Seconded by M.Sylvia. Roll Call
Vote: U/A

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



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Motion: M.Sylvia made the motion to seal the minutes. Seconded by J.Mettee. Roll Call Vote: U/A

5. OLD BUSINESS:

- Infill Project/ First Street Proposal Status Report

D.Barufaldi stated there has been a delay and the project start date has been deferred due to minor environmental issues.

- BizEd Connect Group Report

Two board members have been directly involved and D.Barufaldi asked them to give an update. S.Johnson stated that there has been progress because the program has been given support by the new CTC director. The faculty is to be addressed and there appears to be significant interest for interns in programs including science, auto repair and auto body repair, and electrical per A.Studebaker.

D.Barufaldi mentioned that a school in Massachusetts expressed interest in the program and will send representatives to the next BizEd Connect meeting.

S.Johnson mentioned that the Manchester Union Leader newspaper asked for information and that Somersworth was also interested in the program.

- Tourism Stakeholders Group Report

D.Barufaldi stated that meetings are being held to schedule events with a focus to expand arts and entertainment events. The Dover Arts Commission is involved.

- Armory Sale Status Report

D.Barufaldi stated that the SBA and the bank are requesting removal of the underground storage tank before the closing and that once a closing date has been given this will be done. He expects the closing to be sometime next week.

6. NEW BUSINESS:



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- November 13 CC DBIDA Contract Renewal Vote

D.Barufaldi mentioned that the DBIDA contract renewal is on the agenda for the City Council Meeting on 11/13/13 at 7 p.m. and he asked that board members attend that meeting to show support if possible. He also mentioned that there will be a presentation on the proposed police facility building on Orchard Street on 11/07/13 at 5 p.m. and asked that board members also attend this if possible.

T.Dargan asked if the board needed to discuss this in order to give or not give DBIDA support for this project at the Orchard Street site.

D.Barufaldi stated that he felt the police department facility, parking garage proposal and economic development were integrated.

T.Dargan confirmed with D.Barufaldi that the meeting would last two hours due to a question and answer session. He asked if DBIDA board members would want to take a position on the project or go to the presentation to get more information first.

J.Mettee stated that he would not be able to attend the presentation and that he was not on board with taking a position on the project. He felt that DBIDA should be careful about how it appears in regards to giving its support to a project.

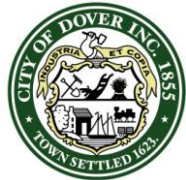
A.Studebaker asked what the other options were for sites for this project.

D.Barufaldi mentioned that Orchard Street was the #1 choice by the advisory committee but that there was also Route 155, the Robbins Building but that had access issues, Mast Road, and the gravel pits which were felt to be too far away from the center of town.

T.Dargan asked how many board members thought they could attend the 5 p.m. presentation and 5-7 members thought they could.

T.Dargan confirmed with D.Barufaldi that the City Council proposed TIF for this project and then stated that was a reason to take a position.

D.Barufaldi stated new market tax credits would also be involved.



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A.Studebaker confirmed with D.Barufaldi that the City Council workshop on 11/20 would be a pitch by DBIDA for its support.

T.Dargan stated that DBIDA's position on this project by that date would be appropriate.

A.Studebaker stated that in support of a Police presence close to businesses, there were halfway houses near Cramer Fabrics and her shop is in lock down for that reason.

- Foster's Editorial: Forum & Resources comment

D.Barufaldi mentioned a copy of this editorial is in the folders.

- City/DBIDA Agreement Update Approval

D.Barufaldi stated the agreement has been updated with text changes to reflect the current situation and a copy is in the folders to be reviewed.

Motion: P.Hamblett made the motion to accept the City/DBIDA agreement as proposed. Seconded by A.Studebaker. Vote: U/A

- 457 Approval Request

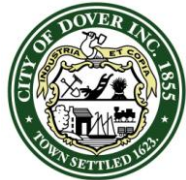
D.Barufaldi stated that this was a personal item: The City is allowing employees/nonprofits to utilize the 457 Plan which is a type of IRA. He is requesting approval to participate in the plan.

Motion: S.Johnson made the motion to approve. Seconded by A.Studebaker. Vote: U/A

B.Paolini left the meeting at 5:36 p.m.

- Brochure Update & Video Discussion

D.Barufaldi mentioned that since there is a new mayor work can continue on the brochure. The video is being deferred right now due to it being too expensive but it is possible that Main Street or the Chamber of



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Commerce may be able to help with video in the future. Mike Gillis, who has video expertise, may help with it also.

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

D.Barufaldi mentioned that consumer confidence in retail is low, but with the gas price being down that may help boost the economy.

S.Johnson stated that retail is changing and consumers are shopping more on line. He asked if the interest rates are up.

M.Sylvia stated short term interest rates are not up but long term interest rates may go up, and many businesses are holding onto cash at this time.

Discussion ensued.

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

D.Barufaldi noted that the anomaly was still there: a charge for printing & binding which should be for consulting for the brochure, and a \$54.00 charge was for DBIDA's portion on a pre-employment physical exam.

Motion: J.Mettee made the motion to accept the year-end report (unaudited) ending October 2013-Financial Report. Seconded by S.Johnson. Vote: U/A

9. ADJOURN:

Motion: M.Sylvia made the motion to adjourn at 5:44 p.m. Seconded by A.Studebaker. Vote: U/A