



CITY OF DOVER

**COCHECHO WATERFRONT DEVELOPMENT ADVISORY
COMMITTEE - MINUTES**

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Room 305, 61 Locust Street, Dover, NH
Meeting Date: **Monday, October 20, 2014**
Meeting Time: **5:30 pm**

PRESENT: Jack Mettee (Chair), Frank Torr, Kim Schuman, Sean Fitzgerald, Jack Buckley, Dana Lynch, Brian Gottlob, Carla Goodknight, Steve Brewer

EXOFFICIO MEMBERS: Allan Krans, Mayor Karen Weston, Michael Joyal

STAFF: Steve Bird-City Planner, Dan Barufaldi-Economic Development, Gary Bannon – Recreation, Chris Parker – Planning Director

OTHERS: Councilor Tony McManus, Tom Fargo, Beth Fischer, Art Guadano, Brian Mehr, Joyce El Kouarti, others.

1. Meeting was called to order at 5:35 pm.

2. Minutes of September 30, 2014

Motion: Buckley made the motion to approve the minutes of 9/30/14, Torr seconded. Vote: Unanimous.

3. Citizens Forum

Mettee asked if any citizens would like to make any comments, but there were none.

4. Changes to the Agenda

Mettee: I want to change the agenda to add a discussion of forming other teams for specific tasks and an agenda item to reaffirm the goals and vision from the 2005 charrette.

5. Correspondence

Mettee: I have received an e-mail from Emilie Talpin of 98 Henry Law Avenue, who is not happy to have the skate park right next to his condominium and suggests the area would be good for a community garden and food trucks. The e-mail will be placed on file.

6. Old Business

A. Review of Work Plan Status

Mettee reviewed the work plan. A column was added to indicate the completion of a task.

Brewer: Instead of market analysis, we should call it real estate market feasibility study.

What is the date for responses?

Parker: They are due back on November 5th.

Mettee: Our meetings are scheduled for Mondays, but we used to meet on Tuesdays. Unless there are any objections we will continue with Mondays.

Mettee: The work plan calls for a visit to the City Council on October 22nd. What is the plan for that?

Parker: The idea is for you to speak during citizen's forum to update the council on CWDAC.

7. New Business

A. Review of Site Constraints Map

Mettee: Brewer and Lynch have spent some time to develop a map depicting the known constraints on the property.

Brewer reviewed a map displayed on the screen. He reviewed an aerial map of the site and a site survey obtained from Dickinson that has topography. The site is divided into sheet A and sheet B and each sheet has a constraints map and an opportunities map. The maps assume the bluff will be removed. Constraints include steep slopes, pump station, landfill material, flood zone, groundwater monitoring zone, wetlands, and bulkhead. There are about 17 acres that are developable.

Weston: How far did the flood water go on the Mother's Day flood?

Lynch: Somewhere between the 100 year and 500 year flood.

Krans: How much would the bluff material raise the land?

Brewer: That is unknown.

Parker: We do know that there is more material in the bluff than is needed on site.

Krans: How much would we want to raise the elevation?

Brewer: About three feet.

Lynch: We have to be careful to not place too much fill into the floodplain to impact downstream properties.

B. Review of Waterfront TIF

Parker distributed a summary sheet about the TIF District and displayed a map of the proposed area. There are 89 acres in the TIF. A park would be built. There is a five year phasing plan and \$5-7 million in total costs. Land sales would be about 1 million. It abuts the existing TIF district.

Brewer: I am not sure if we have decided to subdivide the property.

Mettee asked if the members wanted to go on record in support of the concept of a Waterfront TIF District and the consensus was to support the concept.

Joyal: Are there any more public improvements that need to be added to the list?

Brewer: You need to include funds for consulting and engineering.

Gottlob: I would prioritize the improvements.

Buckley: I would add in the bluff work.

C. Appointment of Review Team for Marketing Feasibility Study RFQ Proposals

Mettee: I have talked with Fitzgerald and Gottlob about volunteering to serve on a consultant selection committee with city staff. They both agreed to serve. Are there more members that want to serve on the committee?

Mettee: I have worked with Mike Gillis to explore ways to publicize the work of the CWDAC through the city web-site. We have decided to use Constant Contact for that purpose. Schuman has agreed to assist in those efforts.

There was a discussion about how RSA 91-A applies to meetings of any sub-committees of CWDAC, if members need to be formally appointed and how many members should be on each committee.

Brewer volunteered to serve on the Review Team so that there will be three members.

Parker: I would expect that Bird and Barufaldi would be the city staff on the sub-committee.

Motion: Buckley made the motion to appoint Fitzgerald, Gottlob and Brewer to the sub-committee to work with city staff to review the proposals and make recommendations to the City Council, Torr seconded. Vote: Unanimous, except for Gottlob abstaining.

D. Review Brownfield's Assessment Grant

Steve Rickerich and Stephen Dyer of Ransom Consulting were present to explain the EPA Brownfield grant program. The applications are due December 19th. Cleanup grants can be used for soil cleanup. Up to \$200,000 can be awarded for up to three lots each on a site. One requirement is that the applicant cannot be responsible for contaminating the site.

Joyal: How have other communities applied?

Dyer: They have formed a development corporation.

Rickerich: We can check with DES and EPA for NH examples.

Dyer: Transferring the land to a development corporation doesn't shift the liability away from the city. There are 90 cleanup grants available nationwide this year.

Rickerich: An eligibility determination is required upfront.

Tom Fargo: I work for DES and the state has spent \$400,000 to remove contaminated soils on the site. These funds are only for petroleum remediation. The funds can be used for site assessments.

E. Reaffirmation of 2005 Charrette Goals and Vision

Mettee: Given the time I am going to delay this discussion until the next meeting.

8. Adjournment

Fitzgerald made a motion to adjourn at 7:10 PM, Buckley seconded the motion. Vote: Unanimous.